



**METROPOLITAN EMERGENCY SERVICES BOARD
EMS EMERGENCY PREPAREDNESS SUBCOMMITTEE**

LOCATION: MESB - 2099 UNIVERSITY AVE W, ST PAUL

November 5, 2025, 12 P.M.

1. **Call to Order** – Subcommittee Chair, Tyler Lupkes
2. **Roll Call** – Completed at Sign-In
3. **Approval of Agenda** – Lupkes
4. **Approval of Minutes of Previous Meeting (Page 2)** – Lupkes
5. **Presentation** – None
6. **Action Items** – None
7. **Discussion Items**
 - A. Workgroup Updates – Lupkes
 - i. EMS Taskforce
 1. Future MRPs (USAR, HPAI, EMAC) – Lupkes/Hayes
 - ii. Incident Response Plan
 1. Reunification, Accountability, Communications
 - B. Training & Exercises – Hayes/Lupkes
 - i. Metro Region AAR
 - ii. Task Force Leader
 1. Classes- Need host(s) and dates (likely statewide)
 - iii. ICS 300- January 6-8- SBM Fire 11920 Ulysses St. NE- Instructor Ehret
 - iv. Advanced Hazmat Life Support – Feb 3 & 4, Burnsville Fire Station 1
 - C. MESB Reports & Updates – Hayes
 - i. Open Meeting Law Update
 - ii. Grant Status
 - iii. Training funding
 1. EMS Wellness Workshop
 2. Equipment
 - D. Resources for Special Events – Lupkes
 - E. EMS Services & MRCC Updates
 - F. Special Events within the Region – Lupkes/Hayes
8. **Other Business**
9. **Adjourn**

Future Meeting Dates

TBD

Metropolitan Emergency Services Board
Emergency Preparedness Subcommittee
Draft Meeting Minutes
September 3, 2025

Committee Members:

Allina – Brent Baker
Anoka County – **Absent**
Burnsville Fire – Neal Dwyer
CentraCare - **Absent**
Cottage Grove EMS – Jon Pritchard
Edina – **Absent**
EMS RB Rep – **Absent**
HealthPartners – Jason Prudhon
Hennepin County PH – Kristin Mellstrom
Hennepin EMS -Tyler Lupkes
Lakes Region EMS – **Absent**
Lakeview EMS – Jon Muller
Mahtomedi Fire – Tim Albrecht

Minneapolis Fire - **Absent**
M Health Fairview – Nick Lesch
MRCC EAST – Alisha Vars
MRCC WEST – Dan Klawitter
North Memorial Ambulance – Scott Oberlander
Northfield EMS – **Absent**
Regions – **Absent**
Ridgeview EMS – Joe Dibenedetto
St. Paul Fire – **Absent**
University of Minnesota – Robert Ball
White Bear Lake – **Absent**
Healthcare Coalition – **Absent**

Guest Attending: Nic Barratt, *Lakeview EMS*; Ron Bombeck; Ben Hall, *Allina*; Eric Heuer, *North Memorial*; Kevin Malecek, *LSCFD*; and Charles Soucheray, *State of Minnesota*.

Others Attending:
Greg Hayes, MESB.

1. Call to Order

The meeting was called to order at 1:06 p.m. by the EMS Emergency Preparedness Subcommittee Chair, Tyler Lupkes.

2. Roll Call

3. Approval of Agenda

Motion made by Robert Ball, seconded by Nick Lesch to approve the September 2025 EMS EP Subcommittee meeting agenda. Motion carried.

4. Approval of Minutes

Motion made by Kristin Mellstrom, seconded by Brent Baker to approve the July 2025 EMS EP Subcommittee meeting minutes. Motion carried.

5. Presentation – None

6. Action Items – None

7. Discussion Items

A. Workgroup Updates

i. EMS Taskforce (formerly AST)

Lupkes said there has been a slight pause in taskforce meetings over the summer. The EMS taskforce has had statewide support from regional directors, and they are pushing to take what has been done in the Metro region and expand it to a Statewide level taskforce. More information on this will come as the expansion progresses.

ii. Incident Response Plan (Accountability and Communications)

Lupkes said the group has not yet met to revamp the Incident Response Plan. The accountability and communications sections specifically will be worked on. Implementation and feedback will be needed from primary PSAPs.

B. Training and Exercises

i. Task Force Leader

Please reach out to Greg Hayes if interested in the ambulance strike team leader (AST) training. Hayes is looking to create a set of classes for January 2026.

ii. ICS 300 and 400

Please reach out to Hayes if interested in ICS 300 and 400 classes. Grant funding is available for class/training creation if there is sufficient interest. HSCM will have IMT training courses available in the fall.

iii. Advanced Hazmat Life Support

A 3-day advanced hazmat life support training will be held in late January 2026. Please reach out to Hayes or Lupkes if interested in the course. The class limit will be set at a maximum of 25 attendees.

C. MESB Reports and Updates

i. Open Meeting Law Update

Hayes said the State of Minnesota has updated the open meeting law to allow for the hybrid attendance of meetings. The MESB is working on upgrading its technology to allow for a more efficient and user-friendly experience. The equipment has been ordered, and the EMS EP subcommittee will begin this hybrid meeting transition phase in January 2026. If primary voting members attend online, a roll call vote will be required for all action items. Cameras and microphones will need to be on during roll call votes.

ii. Grant Status

Hayes said there is grant money available. Please reach out with ideas and interest on training and supplies.

iii. Training Funding

1. EMS Wellness Workshop

2. Equipment

Hayes said they are looking to replace the Western Shelter with a tent/system that is far easier to set up and takedown in emergency scenarios. The command trailer is in the MESB garage and is available. IRP cards, and other EMS-related prints are available for distribution; please reach out to Hayes interested.

D. Resources for Special Events

E. EMS Services and MRCC Updates

Dan Klawitter and Alisha Vars gave an MRCC update.

F. Special Events within the Region

Members of the EMS EP subcommittee discussed upcoming special events.

8. Other Business

A. After-Action Report

The November 2025 EMS EP subcommittee meeting will begin in a closed session to discuss the After-Action report for the major incidents within the metro and an IRP review.

9. Adjourn

Motion made by Baker, seconded by Ball to adjourn the September 2025 EMS EP subcommittee meeting. Motion carried.

The meeting was adjourned at 2:54 p.m.