

Minutes



Ambulance Service Area Advisory Committee

Date/Time: November 12, 2025, 10:00 am - 11:30 am

Location: HHS 3160 Center St. NE, Salem; Rockaway Conference Room C and MS Teams

Facilitator: Shawn Baird Recorder: Sam Andress

Appointed: Kyle Amsberry Shawn Baird Sherry Bensema Brian Butler Jordan Donat Frank Ehrmantraut Danny Freitag
 Katrina Griffith Toni Grimes Stephanie McClung Tim Morris Dan Mullen Melvin Peterson Jim Walker

Attendees: Sam Andress Darrin George David Gerboth Kevin Hendricks John Kubasak Kyle McMann David Patterson
 Ryan Saltalamachia Jim Trierwiler Matthew Miller Katie Cardona JP Fogarty

Guests:

Time	Agenda Item (Who) Information/Discussion	Description
10:00 – 10:05am	Welcome and Introductions – Shawn Microsoft Teams meeting Join on your computer, mobile app or room device Click here to join the meeting Meeting ID: 247 655 691 851, Passcode: PiGVs5 Download Teams Join on the web	Approve 8/13/25 meeting minutes Jordan motioned to approve the minutes, Sherry seconded. All in favor. Motion passed.
10:05 – 10:15 am	Bylaws Review – Katrina	Katrina introduced the ASA bylaws and proposed changes. The group reviewed the crosswalk and proposed changes attached.   Bylaws update 2026.docx ASA Bylaws 5.3.23 - with proposed chan Motion made by Sherry Bensema to accept changes to the ASA bylaws. It was seconded by Brian Butler. All in Favor. Motion passed. Katrina will take the proposed changes to the Board of Commissioners for their review. If approved, it will go on a Board Session agenda in early 2026. If they have any revisions, it will come back to the group for discussion.

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10:15 – 10:30 am	QI Projects – Katrina	Katrina highlighted Page 13 of ASA Plan where it discusses QI. The current language is intended to align with licensing requirements already in place for many agencies. The committee discussed item B. Complaint Review Process and found that the language is vague. Katrina will develop a guide for this and bring it to a future meeting.
10:30 – 10:45 am	Officers for calendar year 2026 (Jan – Dec) – Shawn	Shawn Baird currently serves as Chair of the committee, with Kyle Amsberry as Vice Chair. Their one-year terms run through 12/31/2025. As noted in the Bylaw review section, the committee is supportive of extending officer terms to two years moving forward. Katrina reviewed the roles and responsibilities of the officers, including agenda planning, reviewing meeting minutes before publication, and other duties as appropriate. Kyle Amsberry nominated Brian Butler for Chair, and Toni Grimes nominated Sherry Bensema for Vice Chair. Shawn seconded and moved to recommend Brian and Sherry for the 2026 officer appointments. The committee voted in favor with no opposition. Katrina will forward the nominations to the Board of Commissioners for appointment in early 2026.
10:45 – 11:00 am	Roundtable Discussion	Shawn shared a question on behalf of Danny regarding ambulance response to mental health-related calls from the previous ASA meeting. Shawn has been looking for any national guidelines or policies that address situations where ambulance providers delay response when law enforcement declines to engage due to safety. His search has intentionally remained broad, focusing on mental health concerns in general rather than specific situations like suicidal ideation or self-harm. He has reached out to several partners and is waiting for their input. Shawn will share any updates as he receives them and noted that it may be helpful to align local policies with common

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		<p>elements, even if they don't all adopt the exact same approach.</p> <p>Kyle shared that WVCC is still developing a policy that will involve evaluating triage calls through their triage review committee. As part of this work, they are considering routing appropriate calls to 988 first. Tim shared there are some resources already online regarding guidance for first responders when to call the mobile crisis teams.</p> <p>Kyle introduced the co-response model/CARE team that is a pilot program that deploys an alternative response model that integrates emergency medical resources with mental health expertise, made up of 1 paramedic, 1 EMT, and 1 Mental Health Associate. They are hoping to launch in early 2026.</p> <p>Katrina asked to move the next meeting from February to January. The committee agreed to move the meeting to January 14th, 2026 and the meeting will include further discussion and adoption of the bylaws.</p>
11:00 – 11:30 am	Shawn's last meeting / lunch	Shawn is retiring from the ASA Committee after 28 years of service. The committee presented Shawn with a commemorative plaque.

Next Meeting: Wednesday, January 14, 2026, 10:00 am – 11:30 am

Location: TBD