Hennepin County Medical Center
HCMC
Level 1 Trauma Center

Emergency Medical Services
EMS Education

600 Park Avenue
Mailing Address:
701 Park Avenue
Minneapolis, MN 55415-1829
612-347-5678/5681
FAX: 612-904-4241
www.HCMC.org

June 4, 2003

Rocco Forte'
Fire Chief
Minneapolis Fire Department
350 South 5th Street – Room 230
Minneapolis, MN 55415-1387

Dear Chief Forte',

I am writing to you to request renewal of our agreement that Hennepin County Medical Center EMS Education will design and conduct EMS training that will ensure Emergency Medical Technician (EMT) recertification of Minneapolis Fire Department personnel, meet the Minnesota EMS Regulatory Board's (EMSRB) continuing education standard, and will be conducted at a designated Minneapolis Fire Department (MFD) training facility during the EMT's duty time.

Recent budget reductions, changes in healthcare reimbursement and other factors have prompted us to review our business practices and make changes in order to become more financially self-sufficient. The only change in the agreement I would request is an increase in the current agreement's fee. The fee for the period starting July 1, 2003 and ending June 30, 2004 would be $89,964. The increase represents the indirect expenses related to providing services.

We are committed to continuing to partner with you, and the other members of the EMS system, to help you deliver high quality emergency medical care to the community. Our staff enjoys working with your department's staff and look forward to continuing our collaboration into the future. If you have any questions and need any additional information, please contact me.

Respectfully yours,

Charlie Moen

Charlie Moen
HCMC EMS Education Manager
(612) 347-2048

cc: Charlotte Holt
Marie Swerdfiger