



City Commission Agenda Item

Meeting Date: November 18, 2025

From: Jeri Wheatley, EMS Director

Item: Professional Services Agreement EMS Medical Director - O'Donnell

Motion: A Resolution authorizing the City of Arkansas City to enter into a Professional Services Agreement with Dr. C. Joseph O'Donnell, D.O. to serve as Medical Director for the Arkansas City Fire-EMS Department, providing medical oversight, training approval, and protocol development as required by the Kansas Board of EMS. **(Voice Vote)**

Background: State regulations require each EMS agency in Kansas to operate under the supervision of a qualified Medical Director who provides oversight of patient care standards, medical protocols, and quality assurance.

Dr. O'Donnell is a board-certified Emergency Medicine physician, licensed in the State of Kansas, and has extensive experience in emergency medical services. Under this Agreement, Dr. O'Donnell will:

- Approve and review EMS medical and trauma protocols;
- Oversee training and continuing education of EMS personnel;
- Conduct quality assurance reviews of patient care;
- Provide medical guidance to the Fire Chief and EMS Director; and
- Ensure compliance with state EMS regulations and applicable laws.

The Agreement clearly establishes independent contractor status, professional liability insurance requirements, and confidentiality and compliance provisions, ensuring alignment with the Kansas Medical Practice Act and K.S.A. 10-1113 (Cash Basis Law).

The Agreement shall be effective December 1, 2025, through December 31, 2026, with automatic renewal commencing December 1st annually, unless terminated by either party upon thirty (30) days' written notice. Compensation shall be \$2,500.00 per month during the initial term and \$3,500.00 per month beginning January 1, 2027, upon renewal.

Commission Options:

1. Approve the Resolution.
2. Disapprove of the Resolution.
3. Table the Resolution for further discussion.

Fiscal Impact: Amount: **\$2,500.00 per month 2025-2026 and \$3,500.00 in 2027 with auto renewal.**

Fund: **01-General** Department: **350-EMS Services** Expense Code: **6214-Other Professional Services**

☒ Included in budget ☐ Grant ☐ Bonds ☐ Other Not Budgeted

Attachments: Resolution & Agreement.

Approved for Agenda by:

Randy Frazer, City Manager