



## Annual Meeting Minutes November 10, 2005

### ATTENDEES

**Board Members:** NC Region – Bruce Thomas, John Copper; NE Region – Ric Jones, Lee Ridge, Kirk Dighton; NW Region – Evan Bensley, John Hill; SC Region – Jeff Dumermuth, Brad Madsen, Roger Heglund; SW Region – Tom Summitt, Cindy Hewitt, Linda Frederiksen; At Large – Rosemary Adam; Education – Cheryl Blazek, Lori Reeves

**Guests:** Jerry Johnston, President Elect – NAEMT; Ray Jones & Anita Bailey, Bureau of EMS

**Staff:** Karen Kreider

**Proxies:** NC Region - Tammy Snow, NW Region - Jeff Messerole

1. Call To Order – Jeff Dumermuth, President - Jeff Dumermuth called the 2005 Annual Meeting of the Iowa EMS Association to order at 6:01 p.m.
2. Determination of Quorum/Proxies/Call for Conflicts of Interest - Rosemary Adam, Secretary conducted a roll call of the board membership. A quorum was determined. Proxies were noted. No Conflicts of Interest were disclosed.
3. Minutes of November 11, 2004 – The minutes of the November 11, 2004 Annual Meeting were approved as written. Thomas/Ridge/Unanimous
4. State of the Association – Jeff Dumermuth – President Dumermuth reported on the highlights of the past year:
  - IEMSA was responsible for the distribution of AEDs through the Rural AED Grant. As a result, members of the Board visited all six EMS regions of the state educating the rural ambulance services in attendance about IEMSA and providing valuable information about their new AEDs. To recap, 184 AEDs were distributed in 2005, 156 in 2004 and 62 in 2003.
  - The Education Calendar was published again this year. It is available, free of charge, at the IEMSA booth.
  - The Spring Medicare Billing Conference was held in April and considered a great success. Douglas Wolfberg of Page, Wolfberg & Wirth provided those in attendance with valuable updates on Medicare and other management issues. This conference will continue as an annual event.
  - Another successful project has been the Group Purchasing Program which was developed in 2004 as an Affiliate member benefit. The first year of the program was well received,

although a few bugs needed to be worked out in the early days. As a result of the interest expressed by the Affiliates using the program, the program was extended for two additional years with Tri-Anim and Alliance Medical as the preferred vendors.

- A new benefit for individuals was established. Individual members can now purchase AAA Insurance products at Association rates.
- IEMSA called together a special task force to address the National Scope of Practice. The work of this group resulted in a letter of concern and suggestions being sent to National.
- New membership management software has been installed at the IEMSA office. Streamlined processes to better handle membership, conference registration and financial issues are the goals for this software.
- A new Committee was formed to review and strive for best practices in EMS in Iowa. This Committee, called the Benchmarking Group, meets regularly to address issues such as employee recruitment and retention, reporting, etc.
- A new level of Affiliate Membership has been established – the Training Program Affiliate. This level of membership has benefits specific to Training Programs, such as the ability to publish their conferences on the educational calendar, the ability to send out information via the IEMSA list serve and to publish educational offerings on IEMSA's web site.
- An IEMSA Scholarship Program has been established, thanks to the dedication of Board Member, Cheryl Blazek. Scholarships will be given out for each EMT level. Information about this scholarship is in the board handout and can also be obtained by calling the IEMSA office or visiting [www.iemsa.net](http://www.iemsa.net).
- IEMSA Board Members represent the IEMSA membership on the following groups: Advisory Council, NAEMT, Iowa Training Programs, TSAC, 911 Telecommunications, CDC/HRSA, Health Alert Network Update, Heartland Coalition, Homeland Security First Responder, SEQIC, State Fire Service and Emergency Response Council and the State Medical Examiner Advisory Council.

President Dumermuth announced that 2006 projects will include, but not be limited to: the final AED Distribution, an EMS Leadership Conference (2/1/06), implementing CEU scanning and development of a County Association Affiliate level of membership.

5. Treasurer's Report – Bruce Thomas – Bruce reviewed handout which included the Profit and Loss statement for fiscal years 2002, 2003, 2004, and the first 10 months of 2005. He reported that there was a tremendous change in this organization during that time frame as evidenced by the size of the budget. He referred attention to the Total Income line of the P & L, noting that in 2002, there was an actual income base of \$165,801 where as in 2005, there is a projection in excess of a half million dollars. This transformation is indicative of the products and services IEMSA now provides. Below are comments about the Income side of the P & L:
  - The conference has been in the past as it will be in the future, a primary source of income for the organization. However, in 2004 this income amounted to 30% of the budget as compared to 64% in 2002 pointing to the fact that IEMSA is becoming more diversified as the organization matures.
  - The AED grant project has been a major source of income the past 3 years. This project accounted for 52% of our income in 2004 as compared to 47% in 2003. A similar percentage will apply this year. Although we cannot depend on this specific project being a perpetual source of income, it is apparent that this organization must continue to pursue

these types of projects that not only generate income but also provide essential products and services to the membership.

- Membership grows as the Membership Committee continues to add value to what members receive in exchange for their support. Membership now accounts for 13% of IEMSA's operating budget, which is approximately 2% greater than in prior years.
- "Other" income is equal to approximately 5% of IEMSA's operating income. A key factor in this area is investment income. Bruce did point out that making huge amounts of interest as a result of investments is a thing of the past.
- Total income for 2004 was \$491,395 and represents close to 300% of where we were in 2002.

When considering the expense side of this statement, he noted the impact made by the convention. In 2002, the convention represented 54% of the expenses realized by the Association. Today this percentage has dropped to less than 25% pointing to the efforts IEMSA has taken in maximizing benefits while controlling costs. Bruce brought attention to the one line item that is responsible for approximately 50% of convention expenses - food. Below are comments on the Expense side of the P & L:

- The AED expenses correspond with the income side of the equation and amount to approximately 50% of our total expense budget.
- In looking at the Administrative expenses, Bruce noted that there are items that are both fixed and variable in nature. In 2002, IEMSA's administrative expenses were 46% of its total operation. Today, through diligence and hard work, this area has been reduced to less than 25%. Put into perspective, where the organization has grown 300%, administrative expenses have increased only 70%. As stated earlier, IEMSA is now providing products and services to the membership in a more efficient manner.

Entering each fiscal year being classified as a 501C 3 non-profit organization, it is the Board's intent to formulate a break even budget. Good business practice dictates that a healthy organization should have an equity base equal to approximately 50% or 6 months of operating expenses. Bruce announced that IEMSA has finally reached that point. Even when considering the AED grant expenses, IEMSA currently shows 51% of the 2004 expenses held in membership reserves. He noted that this is illustrated in the Balance Sheet portion of the handout. In addition, this Balance Sheet reflects the investment of a portion of IEMSA's reserves in CDs. He added that CDs are a secure place to hold assets because of its liquidity ability. IEMSA's return on investment is approximately 4%. Not great, but better than money market returns. Bruce noted that there is a large balance in IEMSA's checking account - this is a direct result of the convention and the cash flow requirement inherent in this event. IEMSA will continue to monitor investment opportunities that will maximize membership's potential return while minimizing market volatility concerns. A motion was made to accept the Treasurer's Report as presented. Fish/Dighton/Unanimous

6. Reports – Written reports from all regional representatives were compiled into one document and distributed in the Annual Meeting Handout Packet. Anyone wishing a copy of this report can request one from the IEMSA office staff.
  - Bureau of EMS – Ray Jones – Ray introduced two new staff members – Cindy Heick and John Fiedler. He reported that the Bureau is in the final phase of the Rural AED Grant and announced that IEMSA will, again, be responsible for the distribution of these AEDs. He encouraged conference participants to visit the Bureau's booth to check out the Bureau's

updated web site where one could find protocol booklets, service/individual directories, and more and to see the progress that has been made with the Health Alert Network (HAN). Ray announced that he will be retiring as of January 19 and that 46 individuals have applied for the Bureau Chief position. It is the goal of the Bureau to have a new chief hired before Ray leaves in January.

- NAEMT – Jerry Johnston, President Elect – Jerry announced that NAEMT is planning to embark on a membership recruitment drive and that they will also be reaching out to all State Affiliates in an effort to move initiatives forward that will unify the EMS profession. He also announced the activation of the Rescue and Relief fund in light of the hardships imposed by Hurricanes Katrina and Rita. He applauded IEMSA's efforts to raise money for these funds through the silent auction to be held at Pitchers at the Marriott (immediately following the Annual Meeting) and noted that posters by EMS Cartoonist Steve Berry will be available at the IEMSA Booth for a minimum donation of \$5. All donations will go directly into the Rescue and Relief fund. Jerry also reported on the immediate need of housing for displaced EMS personnel. He directed participants to the NAEMT web site to get additional information on this initiative, noting that a database has been developed for people willing to provide housing and people who need housing. Visit [www.NAEMT.org](http://www.NAEMT.org)
- State of the Bureau – Anita Bailey – Anita reviewed the report provided in the packet, noting that an assessment was conducted from February through September 2005 in an effort to maximize the effectiveness of Bureau programs. She reviewed the results of the assessment, the challenges the Bureau faces, and reported that the Iowa Department of Public Health's FY 2007 budget includes a permanent funding mechanism for the Bureau of EMS and that they will continue to work with partners to secure a permanent funding mechanism for all of Iowa's Emergency Medical Services System. A copy of this handout is available at the IEMSA office.

## Board Reports

1. Legislative Report – Ric Jones – Ric recognized Cal Hultman, IEMSA's part-time lobbyist. Cal encouraged grass roots efforts to educate legislators about EMS issues and concerns. Cal noted that Bureau of EMS and IEMSA are a great team to promote the issues of the EMS industry.
  - Ric reported that there is an even split of Democrats and Republicans in the Senate this term.
  - One Bill regarding signal devices was passed during the last session. A tough year is ahead, so it will be vitally important to contact legislators regularly.
  - Ric reviewed the proposed 2006 Legislative Agenda (found in the handout) and noted that, again this year, the Fire Fighters Association and IEMSA will be supporting each other's Legislative Agendas. The number one priority is the IPERS issue. IEMSA is diligently working to get Bill Fish, board member from the SW Region on the legislative committee that is reviewing the information about this issue. He added that items 9 and 11 are new issues this year,
  - EMS Day on the Hill has been scheduled for February 1<sup>st</sup>, 2006 at the Capitol. A brochure of talking points, which outlines and explains IEMSA's Legislative Agenda, will be available.

A motion was made to adopt the 2006 IEMSA Legislative Agenda as presented.  
Jones/Hill/Unanimous.

2. Conference Committee – Brad Madsen – Brad started out his report by thanking Mercy One for sponsoring the entertainment scheduled for Friday night. Brad reported that over 1000 paid registrants are expected at this year's conference, noting that 23% registered on line (a new service this year). He announced that the vendor hall is full and that numerous vendors have already signed up for space at the 2006 conference. Brad urged participants to visit the exhibitors and thank them for their support. Brad also reviewed the new, computerized, on-line conference survey and urged participants to share their feedback about the conference with IEMSA via this survey. Brad reported that food continues to be the biggest expense and noted that the Conference Committee instituted a number of small changes to address this issue this year such as the concession stands for breakfast and the check off box on the registration form for participants to indicate their intent to partake of the meals or not.
3. Membership – John Hill – John reported that membership is up in all categories and shared the related statistics. He referred to a map that demonstrated how membership is distributed across the State, noting that all counties were represented. He announced that an Affiliate Service recruitment effort held earlier in the year was successful, noting that the Group Purchasing program and the Resource CD have proven to be valuable benefits to the Affiliates. John listed the Association's Corporate members and encouraged participants to seek these entities out and thank them for their support.

#### New Business

1. Election Results – Jeff reported that the following individuals will be serving on the IEMSA Board of Directors as a result of the election: NC Region – Matt Madson; NE Region - Ric Jones, Lee Ridge; NW Region – Julie Scadden, John Hill; SC Region – Brad Madsen; SE Region – Cindy Hewitt; SW Region – Rod Robinson; At Large – Tom Bryant. A motion was made to destroy the ballots. Adam/Ridge/Unanimous
2. Retiring Board Member Recognition – Jeff Dumermuth recognized the retiring board members and thanked them for their dedication, commitment and many years of service. The following retiring board members were presented with service plaques: John Copper, Evan Bensley and Melissa Sally-Mueller.

Adjournment – A motion to adjourn was made at 7:45 p.m. Reed/Hill/Unanimous.