



Board of Directors Meeting Minutes Jan 26, 2011 – WDM Marriott

Board Members in Attendance: Beach-Sickels, Buck, Craighton, Ewers, Frech, Frederiksen, Hopper, Jorgensen, Mallinger, Moore, Piehl, Ridge, Robinson, Summitt

Board Members on Conference Call: Blazek, J. Hill, K. Hill, Smith

Staff: Richardson

Proxies: Stecker, Morgan, Brockway

Absent: Anderson

Guests: Kirk Schmidt, IDHP-EMS, Michael Triplett

1. Call To Order – Jerry called meeting to order.
2. Welcome /Roll Call/Determination of Quorum/Proxies/Call for Conflicts of Interest – A quorum was determined. Proxies were noted. No Conflicts of Interest were disclosed. Jerry welcomed the new board members to IEMSA and Roll Call was taken.
3. Minutes of December 2010 meeting were handed out. Everyone reviewed minutes. Approve minutes with correction financials for December and voted unanimous to approve minutes.
4. Treasurer's Report – Brandon Smith – 2010 Yearend profit/loss sent out by Brandon. Brandon discussed which items went well according to financials for 2010. Conference revenue netted \$193,000.00 just a little shy of what was budgeted. No sponsorships were made which made that line item at a zero. Registrations went very well for the conference as expected. Memberships fell short at \$6,500. Regional EMS Saturday and after expenses we netted about \$1200.00. Other income we did well at was the 2010 Management and Billing Conference. Merchandise profited over \$3,000.00 with the Conference Booth selling more than expected thanks to Jan. Overall Total Income fell shy, but we saved money and expenses in other items we didn't expect. We were charged excessive fees with penalizations in payroll taxes at the early part of 2010. Then The Voice was brought up and expenses for it, which led to a discussion of which issues should be virtual or hard copy and is being tabled for future discussion. Professional fees in our budget were for accounting company doing our taxes. Telephone fees were extremely higher than normal due to moving and new phone purchase in 2010 that wasn't expected. Linda will bring in yearend financials for 2010 when she gets here and we will go through and approve the financials for 2010.
5. Mike Triplett discussed issues that will be upon us for EMS Day on the Hill and what to expect. He stressed how much pressure the board needs to put on legislators regarding counties are not required to provide EMS services and the Tax Credit Bill and how that will go into a 4 year phase for Volunteer EMS and Fire Department.
6. Medical Director – Dr. Forslund – John gave a report on changes in medical protocols, however they are reformatting Protocols changes will be coming soon.
7. Office Administrator's Report – G. Richardson – Only report was that we received our deposit back. Conference certificates are all complete however some are still requesting changes.
8. Bureau of EMS Report – Kirk Schmitt – Advisory council discussed proposed legislation and other items they were working on. He showed the services they currently working with in Iowa. He showed the Bureau's budget for 2011 and what transitions they are working through for 2011. System Standards were discussed and he gave a brief overview of those. A status report will be updated in a couple of weeks for the new year. Thomas worked with Kirk and visited with us about the System Standards meeting and how we will educate people. Thomas described the issues regarding system standards and how it relates to our legislative goals and educate those it effects. John also stressed to pay close attention to protocols and how you write them as the margins may cause an error in them in how you change them.

9. Committee Reports

- Executive Committee – J. Ewers – He looks forward to working with everyone and representing IEMSA as board president. He also wanted everyone to know EMS Saturday was very successful with a profit. Jerry also apologized for the Treasurers Report while we work out the issues of where expenses are charged and income is allocated. Last year we did budget easily and this year was a little different as we did many hours of research this year which hindered it getting done sooner. Hopefully processes will be better moving forward.
- Conference Committee-J. Hill – Conference Committee to meet regarding speakers here in the next few days. A lot of states are hosting their EMS Conferences the same week we are which will put us in a bind in who we get to speak at the conference. John said the speakers he has contacted so far is working with him to help us with our event. Karen Kreider also sent him a conference manual she wrote which will help us in determining when we need to do things on a timeline for the conference.
- Legislative – T. Craighton – He passed out Talking Points to board along with a packet/booklet made for the board that has all Senate/House Representatives and maps to their legislators in it. He also discussed the handouts that will be given out on the bus to the Capitol for EMS Day on the Hill. He and Mike spent a couple of hours at the Capitol putting out fires on some issues they are working on in the past couple of weeks. Jerry thanked Thomas for doing an outstanding job working on the legislative stuff for 2011.
- Membership – Individual – J. Beach – Sickels – They just got in their committee goals on time and they are coming up with a way to recruit new members for IEMSA. They would like to campaign for these members, but would really like the help of all board members to participate in this with their help. They also want to work with affiliates at the same time. Jan mentioned maybe coming up with a 3-4 minute powerpoint slideshow about IEMSA and the benefits of it.
- Membership – Affiliate – D. Mallinger – Working with affiliate membership to figure out what we need to do to get those who are not member affiliates to join. Dave showed a graph of where we are at and where we need to be for 2011/2012 in each region.
- Membership – Corporate – J. Ewers – Jerry said they hit the vendor hall hard during conference to recruit new Corporate members and keep old ones. Corporate membership was higher than what was expected for 2010.

10. Old Business –

- EMS Day of the Hill – Registration begins 7:30 am at Marriott.
- Lee Ridge brought up wanting face to face meetings instead of conference call in meetings.
- Rotation of meetings was brought up but shot down as it didn't work in the past.
- Changed December 2011 meeting date to be face to face, but motion was made to change all to face to face. Motion to approve and vote was unanimous to change all board meeting dates to face to face.
- Request made to move all Board Meeting dates to front page of website.
- Motion was made to approve acceptance of election results and vote was unanimous.

11. New Business –

- End of Year Financials – 2010 – Linda Frederiksen went through the year-end financial totals. Net loss was substantially less than in previous years. Depreciation changed for the better in 2011. We over budgeted depreciation in 2010. Conference income was short than what was expected in 2010. Membership was short for 2010 and total income fell short \$13,000.00. Expenses regarding the audit costing so much in our bottom line because it was not expected. The under budgeted items were discussed and where miscellaneous items and expenses were input. No finance charges should ever be incurred so hopefully in the future we shouldn't have any. We had several dollars incurred in this at the beginning of 2010. Merchandise sales went well and we have Jan to thank for that and the revenue brought in at conference. Conference food needs to be revisited as it is way too high. Entertainment is way too high and it needs to be less than what we've paid in previous years. Executive committee had to drill down into invoices to get the right charges of certain items during the conference. Adjustments were made in the budget accordingly. Bottles water should be a thing of the past since they charged an outrageous amount for it at the Savery. AV and equipment rental were on track. Actual's were looking better than in previous years as a whole. Motion to approve financials for November and December was made and vote unanimous to approve.
- Budget – 2011 – Linda Frederiksen – Items were split out and discussed per line item on budget and reasons why they were budgeted that amount. Debate ensued on some of the items, but were reasoned out and agreed on. Audit fees were discussed and what recommendations were made by our accountant and vote was unanimous to move forward with their recommendations. Jerry discussed the EMS State Networking association meeting and what it will bring to IEMSA for 2011 hosting it. Newsletter expenses were discussed but will revisit that to discuss how many issues and how this will be printed for 2011. Entertainment was a major subject on the budget and how it affected our bottom line and what we will have to do differently in the future. Restrictive on who attends entertainment and what we serve was discussed and possible grant would help in that, but the budget cannot handle spending thousands of dollars on entertainment. Other alternatives need to be discussed in how we do the

conference. Maybe we should get vendors to sponsor the entertainment for future events. Board needs to come to a decision regarding the entertainment costs. Jerry is going to Lee take care of the Entertainment budget and he needs to stay within the budget. Budget changed to \$7500 for entertainment. Food during the entertainment was not listed in the entertainment budget. We need to make sure Honorariums get input into right line items on expenses. Jerry discussed why IEMSA cannot pick up the tab for all events for board members due to our income being so low. If Board members come to work IEMSA will pick up tab for hotel rooms, but if board member does not work at event, then their hotel room will not be paid. Changes were made to budget for Travel/Meals/Lodging for Board Members. Also made a line item just for Speakers Travel/Meals/Lodging. Motion to approve the 2011 Budget with changes in Web/Newsletter, Entertainment, Food, and reducing Board lodging. Unanimous to approve budget with changes for budget 2011. Motion carries.

- Pediatric DNR Letter – Thomas Craighton – Task force to revisit the do not resuscitate DNR order in Iowa. They want to bring together to see if they can change code. Opening a big can of worms by doing this. Jeff Dumermuth agreed to help with this process.
- Management & Billing Conference is scheduled for May 10th in Ames, IA. Doug Wolfberg is speaking.
- HRSA AED Grant program – Jerry – Hopefully we can make this successful and get a grant for IEMSA. Tom Summitt is going to put this together for IEMSA and we do hope this happens for us.
- Unfinished Business – Paperwork you received needs to be brought with you to EMS Day on the Hill. 2011 Protocols is out but will need to change on our website but will have Mike change it from Members Only to Legislative and Jan needs to head that up with Mike. Possible hyperlink to Bureau website but users find Bureau website not very user friendly. Jan will work with him to get this accomplished.
- When committee goals and objectives are in, Jan would like to know if all board members could get a copy of all board members committees' goals, as Jan requested.
- Motion to Adjournment and vote was unanimous.

REVISED: 2-17-10 to change Conference revenue in Treasurer Report.