



Board of Directors Meeting Minutes
August 18, 2011 – West Des Moines, Iowa

Board members in attendance: Jerry Ewers, Linda Fredericksen, Tom Summitt, Jon Jorgenson, Terry Stecher, Jan Beach Sickels, Rod Robinson, David Mallinger, Katy Hill, Angie Capps, James Sargent, Curtis Hopper, Rick Morgan, Brad Buck, Cheryl Blazek.

Board members on Conference Call: Brandon Smith, Russ Piehl, Kristi Brockway.

Proxies: Thomas Creighton, John Hill.

Absent: Kevin Frech, Lee Ridge, and Bob Libby.

Guests: Joe Ferrill, IDPH.

1. Meeting called to order by President Ewers @ 1303.
2. Welcome/Roll Call/Determination of Quorum/Proxies/Call for conflicts of interest-None noted, Quorum determined. Proxies noted. Motion made to approve agenda by Curtis Hopper, seconded by Linda Fredericksen – unanimous.
3. Minutes from the May meeting were reviewed and discussed. Motion to approve by Linda Fredericksen, second by Brad Buck. Motion carries.
4. Michael Triplett: No report available
5. Medical Director- Dr. Forslund-No report available.
6. Treasure's report-Brandon Smith: Brandon states we are in good shape, we are currently ahead of last year. Balance sheet total liabilities: \$78,130.14. Venue rental is \$9000, out now. Income of \$11,091.12 for July. \$57,000 gross profit. Larger expense last fiscal year due to EMS memorial, laptop, broadband internet we do not use and this expense was not budgeted. We will have to deal with this. May sell one laptop we do not currently use. We did NOT budget for National EMS however we covered the expense due to sponsorship. Our conference expenses are right on track where they should be. Total expense (overall) is down from last year! Motion to approve: Linda Fredericksen, second by Curtis Hopper-unanimous.
7. Office Administrators Report: Thanks to all that have stepped up to the plate and helped. It has been a learning experience for all. We have hired Alicia for accounting until a office manager can be hired-need to move forward soon. Angie is doing invoicing and some may get two. Some membership cards did not go out in May but Angie will try and get them out. Questions has arose about the Voice quizzes as far as CEH credit. Current deadline is Oct 1st and Angie will process with appropriate dates for the quizzes versus CEH credits. One interview was completed today for the office manager's position. Some follow up will be completed soon. Ads will continue to run in eNews and a local Des Moines paper. Katy brought up that she thought Angie

should be compensated for her work she is doing and may have to do at conference time. A bylaw change was also suggested by Katy to allow this. Brad Buck cautioned that changing bylaws for this could open up "a can of worms". Ewers stated that the bylaws are specific and that many board members have done a lot of work since Ginny's departure. An idea of a gift certificate was mentioned by Ewers. He also stated that the Exec Board will have a special meeting on ideas if we should need to send more jobs out to board members. Jerry wants to hire someone soon but we do not want to jump into something quickly and really NOW is the time to think outside of the box and check the work flow of different divisions of this job. He also mentioned any questions about Ginny's departure they could visit personally with Jerry.

8. Bureau of EMS Report-Joe Ferrill: Joe attended a conference in New Mexico and just returned today. Not much to report. The Bureau Chief position has had about 30 applicants thus far. On this past Saturday Mary Jones announced her departure. An email has gone out with more specifics about this. Joe expressed that he was sorry to see Mary go, but Dr. Meeks has a different agenda.

9. Committee Reports:

- Executive Committee: Brain storming about current office position as mentioned earlier. Working on distributing the workload. Thanks to all that have gone the extra mile for this organization. We are currently doing some session planning so our customers do not see the impact. Linda thanked Jerry, Tom, Jan, Angie and all others who are doing extra on a weekly basis. Jerry mentioned that new board members should check The Voice for expiring board seats.
- Conference Committee: Tom Summitt reporting for John who is gone today. Angie is meeting with John next Tuesday and will discuss the speaker contracts. The subject was again brought up about speakers and their powerpoints, etc that has caused lots of problems in the past. It was discussed if they should send us the presentations up front? Compatibility issues also arise with this. Also as Brad pointed out some speakers update their presentations just a day or two before they present. We are in need of extra computers this year. Kristi will be able to bring 12 and other board members can also check about bringing extra laptops. We will check with local colleges, along with Cheryl about getting a couple of IT's for the conference. Jerry pointed out that John should delegate the IT stuff. Lastly-Katy cautioned that we be careful and not put too many demands on speakers about powerpoints, etc.
- Award's Committee: We have received no nominations as of yet. Deadline is September 18th. Will mention this in eNews up to that date. Offering a free 2011 conference to one nominator of a selected award winner this year. This will be placed in the current newsletter. Brandon made motion to do this. Second by Dave Mallinger. Unanimous. Tell board members to spread the word about awards!
- Entertainment Committee: No one has heard from Lee except Angie. Johnny Holmes band contract is signed. Needs to meet the needs of the contract. According to Angie, emails have gone out to DJ's for Thursday night offering, still waiting for responses. Times for the entertainment will be the same as last year. Angie will check rider for "perks" that the band require. Jerry cautioned the entertainment committee to STAY within your budget. Maintain a FIRM balanced budget!
- Exhibit Hall-Jon Jorgenson: Jon states all is going well. Concerning vehicle slots: all are gone except one. We still have about 30-35 slots vacant. Angie spoke up and stated that we didn't get a lot of preregistrations for booth space this year. We are a little behind from the past. Invoices have gone out. Maybe we should compare last year's list of vendors to what we have scheduled thus far. Can register and pay online now.

Jon stated he will follow up with last year's list. Need to move forward to fill these spots SOON.

- Honoring Our Own-Tom Summitt: Tom needs info from this year's memorial. Also would like to begin program at 0745. Angie to check office for info and will forward to Tom. Also need to place the correct start time on line and in brochure. To stay on time, Tom suggested that he needs more Board members in the room to help the families to move out when HOO is over giving the next speaker their allotted time.
 - Legislative-Thomas Craighton: Thomas gone. Next Monday Mike Triplett, Jerry, and Thomas Craighton will have phone conversation about "talking points" for next year's agenda. Iowa Cares is a hot topic and is on the agenda! Jerry will forward a bulleted list of priorities next Monday. No bylaws info at this time.
 - Membership:
 - Individual: Nothing new to report. Needs to re-do the CD due to some mistakes that were found. Will try to get this done by end of year.
 - Affiliate: Nothing new. Should list this info in eNews and The Voice. About 32 have currently lapsed. Angie to give Dave a spreadsheet of members due. Made merge document about membership and what they get as members. Welcome back mailing will go out to members who have lapsed this past year. Dave is responsible for affiliate article in the Voice. Get with Kristi to get this done and also with your helpers on your committee.
 - Corporate: Boundtree joined since they are our group purchasing. Medforce will soon be upgrading to platinum level.
 - Marketing/Web-Jan Beach-Sickels: Currently working on updates to the website. Mike is back now and will be upgrading the site soon. Jan ordered some clothing from Hero 24-7- about \$2000 worth. \$3100 has been spent so far for merchandise. Should do fine budget wise. Jan completely re-did the inventory list but unsure if Ginny updated. James will check the boxes of inventory and let Jan know. Some items listed on the website are gone so merchandise list should be updated. Jan will get with Mike about this. PayPal is set up as a percentage so we lose money when concerned with shipping. Need to double check PayPal settings. Could use scanners and barcodes to track when merchandise sells. This is something to look into soon. Brad Buck states we are missing the mark with Twitter and Face book. There is a John IEMSA account (Facebook) but nobody can access it. Brad says he will create a new IEMSA on Twitter. Angie will check about Face book account. Discussion on community calendar on IEMSA website. It was noted we do not get many student memberships anymore.
 - Ems Week: Nothing to report.
 - EMS Cruise-Tom Summitt: Mindy Allen is in charge now at Wisconsin. Will do promoting at the conference with booth and Magic Carpet Travel, eNews. We need to get gambling license and also do 50/50 raffle.
10. Old Business: Again, if you want any further on Ginny please contact Jerry. Jerry found a huge amount of unanswered emails and she didn't do any follow-ups. Didn't do much last 90 days according to Jerry. Distribution of duties already discussed. Will change when we move forward. Not rushing will keep everyone informed as progress is made.
11. New Business: Will also advertise on desmoineshelpwanted.com. Used Craig's List last time. New State of Iowa rockers/ patches: we will create. We may try and do away with the rockers. Something to think about in the very near future. FRAC: Wanted rep from IEMSA. Jerry spoke with FRAC and will submit name. If interested let Jerry know. Cheryl said she may be interested so Jerry will forward info to her. IEMSA Challenge coin: Jerry mentioned this is big in military,

and many fire departments are doing them these days. Something to think about for the good of our organization. Tom Summitt will check into this and get a sample for IEMSA. Could also be used to give to speakers, etc. Also mentioned was adding a NEW MEMBERSHIP for IEMSA. Organizations do a lifetime or honorary membership for retired members. We should look at this as a new level and fee.

Group purchasing: Information was requested thru RFP's and Boundtree was awarded the contract for group purchasing. Working with Kevin Hallam. Boundtree is also now into apparel, etc. Possibly could get additional 20% with membership but we need to be careful about letting our membership info out, as Boundtree wants individual membership info. Will discuss further. Maybe our membership could use a promo code on members only part of website. Could be something to get students involved in this also. Angie and Katy mentioned that Central Iowa EMS is now defunct and will not offer anymore conferences and has been dissolved. Remaining funds will be donated to a scholarship fund for \$1500 to EMTB or transition and will then donate the balance to South Central region for a transition conference 8 hr class (during the day) for 8 hrs (need 10.5) Angie has the objectives and will give to others in Iowa if needed. DISCUSSED about charging fees will be determined maybe in the next couple of meetings but should be the same in all regions. Needs to be careful how you set up the disbursements for members, non-members, and also locations.

Meeting adjourned@ 1535- Motion made by Rod Robinson, seconded by Jan Beach-Sickels. Unanimous.

Respectfully submitted.

Thomas Summitt