



## **Board of Directors Meeting, September 21, 2006 – 1:00 p.m.**

**Board Members:** Cheryl Blazek, Tom Bryant, Jeff Dumermuth, Bill Fish, Linda Frederiksen, John Hill, David Johnson, Matt Madson, Doug Reed, Rod Robinson, Chris Russi, Julie Scadden, Tom Summitt,

**Guests:** John Fiedler, Bob Platts

**Staff:** Karen Kreider, Abby Russi

**Proxies:** Rosemary Adam, Ric Jones, Brad Madsen, Jeff Messerole, Lori Reeves, Kirk Dighton

**Absent:** Kirk Dighton, Roger Heglund, Cindy Hewitt, Lee Ridge, Bruce Thomas

1. Call To Order – Jeff Dumermuth, President – Jeff Dumermuth called the September 19, 2006 meeting of the IEMSA Board of Directors to order at 1:00 p.m.
2. Welcome /Determination of Quorum/Proxies/Call for Conflicts of Interest – A quorum was determined. Proxies were noted. No Conflicts of Interest were disclosed.
3. Minutes of August 17, 2006 – The minutes of the August 17, 2006 Board of Directors Meeting were approved as written. Hill/Blazek/Unanimous
4. Guest Presentations – None
5. Treasurer's Report – Linda Frederiksen – Linda reviewed the Profit and Loss statement noting that individual membership is expected to rise as conference registration comes in, as is typical. The exhibit hall is full; September's financials should show that budget has been met in this category. All outstanding Accounts Receivables are in. IEMSA has submitted the \$25,000 deposit for the EMS Memorial. No investments were liquidated to accommodate this, but are available if a shortfall is encountered. IEMSA's financials are on target. The Treasurer's report was approved as presented. Bryant/Blazek/Unanimous
6. Medical Director – Dr. Chris Russi – Dr. Russi reported that he is working on EMS Physician track for conference, noting that a panel discussion is to be included as part of the presentation. He also reported that the Podcast is growing; he was asked to develop an EMS Podcast for use on the national level. Dr. Russi expressed his thanks to John Hill for setting up his "What's up Doc" segment of the forum. The intent of this is for members to ask medical questions that Dr. Russi or other doctors will answer. Dr. Russi plans to use these questions as background for his quarterly *IEMSA Voice* articles.
7. Office Administrator's Report – Karen Kreider – Karen reported that, in addition to conference-related projects and items on which reports will be given later in the agenda,
  - The 2007 Calendar Project is coming along slowly; to date, there are 8 contributions, not counting our board meetings, conference and EMS Day on the Hill. We had 17 last year. The deadline is October 1<sup>st</sup>.

- There is now a shopping cart on the web site for our merchandise and is slowly gaining momentum.
  - Respiratory Therapist and Physician credits are still pending with the sponsoring agencies. Our RT contact had some inaccurate information about the CE submission process that may prevent us from offering these CEUs this year. Karen is currently seeking sponsorship from the University of Iowa as a backup. If the U is unable to grant the credits, it is likely that we will not be able to offer these credits as we had planned. We should receive word on the physician credits any time now. Once final word has been received, all credits will be posted to the web site and an announcement made via the e-news.
  - Board Shirts – there are numerous problems with the new board shirt sizing; the vendor has been contacted and will replace them free of charge. Karen will keep the board posted on the progress of this project.
  - Physician workshop PM session – Karen will check with Joe Ferrell to ensure that the afternoon session of the EMS Physician pre-con meets the Bureau’s requirement for EMS Medical Direction. Once this is confirmed, Karen will work with the Bureau to promote EMS Medical Director attendance.
8. Communications Specialist – Abby Russi – Abby reported on the following:
- E-news policy - A question was raised regarding the free use of the e-news by board members who serve on other boards and wish to promote the work of the entity on which they serve. Following a brief discussion, it was decided that if IEMSA is a partner in the organization’s project, the request can be run by IEMSA’s President and he can make a decision to approve or deny the request on a case by case basis. The board requested that links to the web sites of boards/committees/councils on which IEMSA board members serve be added at bottom of the e-news. Abby will follow up on this.
  - Articles for the newsletter – Abby announced that she would like to establish a regular feature in the newsletter about EMS events on the regional level. She indicated that she is available to help write these articles.
9. Bureau of EMS Report – John Fiedler – John reported on the following:
- Rural AED Grant – The RFP for the Rural AED grant (community service 50/50 match) is available on the Bureau’s website. He asked for IEMSA’s help to distribute this information. Abby will follow up on this and include it in the e-news.
  - Advisory Council – John reminded the board that HRSA had given Iowa money for a statewide medical director, but that this funding was cut. As a backup plan, the Bureau is entertaining the concept of a volunteer medical director. If this comes to fruition, the physician who fills the position must be board certified as an EMS Medical Director.
10. Committee Reports - Working Committees
- i. Newsletter – Abby Russi – Abby reported that the current newsletter is out. Her goal is to move the newsletter towards a magazine format with regular features like the regional report mentioned in her Communications report. The deadline for the next newsletter is November 13. Please send information for the newsletter to Abby at [communications@iemsa.net](mailto:communications@iemsa.net).
  - ii. Membership – John Hill – John reviewed the membership statistics and noted that all board members should be actively recruiting members for all levels of membership. He announced that the new forum is going well, although it is a little slow. He asked

slow. He asked the board's help to promote it and recommended that they all register for the members-only section of the web and participate in the forum as soon as possible.

At one point, the membership committee considered encouraging corporate members to introduce new products or highlight specials via the forum, but concerns exist regarding the perception of product endorsement by IEMSA. Following a discussion of this issue, the decision was made to suspend development of this corporate benefit in light of the liability of endorsing products that have not yet been approved for use in the appropriate scope of practice.

- iii. Annual Conference – Brad Madsen – Brad was unable to attend the meeting today. In his absence, Karen reported that two more booths were added the exhibit hall, but that those have been sold, as well. She passed around a hotel sign up sheet for board members to indicate their rooming preferences; she noted that IEMSA will pay for 3 hotel nights as long as board member is working the next day. She reported that Brad will be recruiting the board's assistance during the conference and requested that board members notify him of their interest in certain tasks. A sign-up sheet will be presented at the October board meeting. Julie Scadden reported on the entertainment committee plans for a Texas Holdum tournament as part of the Friday night entertainment along with Pianopalooza. A Jimmy Buffett party is planned for Thursday night, and a reception for Jerry Johnston will be held during the Welcome Reception. Jeff Dumermuth announced that the annual meeting will be done the same as last year – board reports will be provided in written format. Accordingly, he asked each board member to write a brief paragraph about their service on the board and to their region. It was decided that special recognition will be given to Jerry Johnston and the EMS Leadership Academy Class during the board meeting as well as.
- iv. Awards Committee – Bruce Thomas – Karen, reporting for Bruce, stated that very few nominations have been received and asked the board to please remind and encourage their colleagues to nominate deserving providers (services or individuals) for the IEMSA awards. Karen also noted that the award winners in the Individual Provider of the year – volunteer and career – will be sent to the AAA program in Washington, DC.
- v. By-Laws – Jeff Messerole – no report
- vi. Benchmarking – Linda Frederiksen – Linda reported that a meeting was held last Friday and the next meeting is scheduled in Iowa City on December 7<sup>th</sup> from 11:00 a.m. to 3:00 p.m. During the last meeting, participants tried to nail down key performance indicators and reviewed outstanding issues. The Committee is looking at the issue of customer service surveys. Linda noted that Press-Ganey is no longer doing these surveys and suggested that IEMSA may want to look into providing such a service; it could be a revenue source for the Association. The Committee will establish a business plan for this project to present to the board at a later date. The Committee also discussed the ROC study. Linda announced that there will be a conference on benchmarking – the “Gathering of the Eagles” in Dallas, Texas. The registration fee is \$95. IEMSA should consider sending a representative to this conference.
- vii. Exhibit Hall – Roger Heglund – No Report
- viii. Nominations/Elections – Bruce Thomas – Jeff, reporting for Bruce, stated that nominations for board seat openings are due 9/28 and that many openings are still available.
- ix. Scholarship Program – Cheryl Blazek – Cheryl announced that applications for the second round of funding are due in the IEMSA office by October 20<sup>th</sup>. She

encouraged board members to promote the program. It is the goal of the scholarship committee to announce the scholarship winners at the conference.

- x. Education – Cheryl – Cheryl reported that the Education group will be meeting on October 10. She announced that the computer adapted testing will take effect on January 1, 2007. Fees are expected to go up for the national registry exam. There will be a new process for the practical exam as of January 1<sup>st</sup>. Cheryl announced that the Education group is breaking up into research sub groups to tackle different issues. Her subgroup will be studying the issue of stroke.
- xi. Booth – IEMSA's booth will be situated near the registration area on the lobby level of the Plex.

#### 11. Old Business

- EMS Memorial – Jeff Dumermuth – Jeff reported that the EMS Memorial has been ordered, the deposit has been sent, and fund raising has begun. Karen put the EMS Memorial information on the web site. It was requested that Karen research using IEMSA's new PayPal system to facilitate donations. Julie is interested in developing a Challenge Coin for donations to the memorial. Karen will research a vendor for the coin. Karen will also check IEMSA's 501 c 3 status as it relates to donations. It was suggested that a "ticker" be placed on the web site to keep track of the donations. Karen will follow up on this.
- EMS Leadership Academy – Jeff Dumermuth – Jeff reported that registration has filled up and, as a result, should cover all the costs of the program. The first segment of the Academy will be held in Iowa City, starting October 20 and will conclude at the Annual Meeting.
- AED Grant – Jeff Dumermuth/Karen Kreider – Karen reported that all scheduled distributions are complete; she is still working on getting the remaining distributed. All funds have been requisitioned and received. She extended many thanks to the Bureau representatives for their help with this project.
- CE Scanning – Jeff Dumermuth/Karen Kreider – Karen has been working with the designer and making adjustments to our system to accommodate the new program. This project is on schedule to be tested at the EMS Leadership Academy.

#### 12. New Business – none presented

- 13. Adjournment – A motion was made to adjourn the meeting at 2:35 p.m.  
Russi/Bryant/Unanimous