



**Board of Directors Meeting
September 15, 2011
WDM Safety Building #19**

Board Members in Attendance: Jan Beach Sickels, Cheryl Blazek, Thomas Creighton, Jerry Ewers, Curtis Hopper, Rod Robinson, Brandon Smith, Tom Summitt, Katy Hill, Jon Jorgenson, Angie Capps.

Board Members on Conference Call: Kristi Brockway, Brad Buck, Linda Frederiksen, John Hill, Rick Morgan.

Proxies: David Mallinger, James Sargent.

Absent: Kevin Frech, Bob Libby, Russ Piehl, Lee Ridge, Terry Stecker

Staff: Tammy Dillavou

Guests: Joe Ferrill IDPH-EMS

1. Called to Order: 1300 by President Jerry Ewers.
2. Welcome/Quorum/Proxies/Call for Conflicts of Interest- A quorum was determined.
3. Approval of Agenda: Brandon Smith. Seconded by Linda Frederiksen. Unanimous.
4. Minutes from the August 2011 meeting were reviewed and discussed. Motion made to approve by Angie Capps, seconded by Brandon Smith. Unanimous.
5. Treasurer's Report-Brandon Smith: Brandon states that IEMSA is in much better financial shape this year than previous year, partly due to \$11,000 with our Corporate sponsorships. Profit/Loss: Invoices have gone out to this year's exhibitors. FYI the professional fees this month are for Alicia @ \$807.50. Our gross profit is \$29,476.60 Please note that the telephone and fax fee has been changed, and will reflect a savings yearly of \$528.00 per year. Finally our net ordinary income for August 2011 is \$27,455.60. Brandon also mentioned that the membership is down slightly but is still ahead of last years. Registrations will increase this number. It was also noted that we are invoicing sooner this year. Medforce has joined at a platinum level!! And lastly, Brandon warned that we cannot overspend our budget this year!! Motion made to accept Treasurers report by Thomas Creighton, second by Jon Jorgenson. Unanimous.
6. Medical Directors Report-Dr. Forslund: None. Not present.
7. Office Report-Jerry/Alicia/Angela: Please make sure that everyone has a name tent by conference time. Any new Board members that has not received a shirt please let Angie know soon, and what size you will need. When the office moved our brochures have now become outdated. These should go back to the membership committees for updates, etc then to Jan then to the printers. Assuming 500 for Individuals and 150 for Corporate, and 200 for Affiliates'. All committees will work together to produce new brochures. Jerry thanked everyone for the help. Jerry introduced the new office manager, Tammy Dillavou and welcomed her to the organization.
8. Bureau of EMS Report-Joe Ferrill, IDPH: Joe again mentioned about Mary Jones departure. He is now unsure if the Bureau Chief's position will be filled right away. He will remain as Acting Bureau Chief until that decision is made. Another layoff has occurred in Injury Prevention. Also at this point unsure of continuation of the block grant. Current staff and field members are now at 10. Joe stated that Gerd Claybaugh is the new deputy director of the Acute Disease Prevention and Emergency Response. Joe mentioned it is

time to figure out the Bureau's true core function, and would like to look at ways to shrink their timely processes for background checks for EMS students.

9. Committee Reports:

- Executive: We have been keeping everything running while finding replacement for office administration. Welcome Tammy Dillavou. Alicia's job will hopefully transition to Tammy with instruction for memberships, conference, and accounting. Alicia will be phased out over time.
- Conference: We are going to have one! John is still concerned about IT help during conference. He currently has enough laptops offered. Jerry has offered up about 20 radios for conference help. This should really help with communication. He noted that a couple of rooms will be bigger with room for 400 people. May need to add additional screens down along the sides of the room, but this could cause a networking issue. Not sure yet, will advise. John also states that we have been asked to offer an Instructor Update track, but we will pass on it this year. Ag track: Sponsors are basically covering the cost. Katrina Ultenhofen has donated about \$1500 to IEMSA for pediatric classes to be offered and will be a huge savings for IEMSA, with minimal cost for speakers and hotel rooms. Currently under budget for speakers, and travel expenses should be right on budget. Let speakers know that we need their expense (Air tickets, vehicle expense) lists by October 15th so they can be paid on arrival otherwise they may have to wait. All Board members have submitted requests for rooms now. Thank you. Some course descriptions are still needed from Katy Hill and Angie Capps for their speaker contacts.
- Awards-Brandon & Tom: Had a thank you note from Jane Hagen who attended the Stars of Life. Ewes said note info should go to Voice for publication. We will contact the nominator's for more information on their nominee's. Should be on tract with budget.
- Entertainment-Lee (absent) Angie: Waiting to hear from DJ from last year for Thursday night entertainment. Again, make sure we are within budget.
- Exhibit Hall-Jon Jorgensen: Emails went out to all who was present last 2 years. 28 slots are still open. Vehicle spots are ALL filled. We have some vendor spots this year because of consolidations. Vendor registration is also on the website.
- Honoring Our Own-Tom Summitt: Please have Board members check their regions for any honorees for this year's program. Have around 12. Need names from 2011 Memorial. Should also feature something this year on 9-11.
- Legislative-Thomas Creighton: System standards met in the morning and Sen Tom Hancock and Sen Danielson attended. The committee explained to them about System Standards and the issues of EMS in the State of Iowa and how the system is breaking down! Both had suggestions in how we could proceed forward and one of those was if this is to be a county issue then changing the language in the Code for townships from shall to may still leaves it a township issue is not a county issue. They would like to see us draft language for a County System and County Funding if they do a system set forth in the Standards. They also discussed that the two of them are working on a pre-filled Bill to take \$750,000 out of tobacco cessation and to use it to fund EMS provider education in the States for communities of less than 5000 population and the max of \$5000 per provider. The board also discussed Mike Triplet's contract. Several Board members were uneasy when talks began to submit 2 contracts, each with a 6 month agreement. It also makes some uneasy about trying to reduce his fees. A motion was made to vote to keep the same contract as last year by Thomas Creighton, with second by Katy Hill. Motion passed unanimously. The fee will remain @ \$7500 and we may possibly divide that into two payments.
- Membership: Think of a possible program for a one time fee for a lifetime membership for retired medic/firefighter.

- Marketing/Web-Jan Beach-Sickels: Vendor list will be updated along with entertainment. Concerned with PayPal and its charges. May go by weight rather than by item. This item will be tabled until next month. Angie said we are losing lots with PayPal so fixing it is imperative. Suggestion was made to use laptop for major credit card orders at the conference so it can be deducted at once and all can be checked. Please note to continually check the website for mistakes. Advice Jan if you see anything as we do not want any outdates to appear. One day county events could listed on the website somewhere.
- Leadership Academy-Brad Buck: May be working with Central Iowa EMS directors. May have co-sponsored event with them .Also working with National EMS Management with possible co-sponsorship. May be money from their resources for next year.
- Voice-Kristi Brockway: Nov/Dec issue will go out Dec 15h. Info due by: Nov 30th. Linda is doing an article for group purchasing. Award winners to be announced. Someone needs to write EMS article for ceh's . Formal hours are needed more than optional. Jan has been a great assistance to the Voice. Very talented people in this organization.
- EMS Cruise-Tom Summitt/Rod Robinson: EMS Cruise.com website has been updated. 50 registrations thus far. Still working with Dave Mallinger on 50-/50 raffle?

10.Old Business:

IEMSA Coin –Ewers & Summitt-design looks great. Thomas Creighton made motion to purchase 500. Jon Jorgensen seconded. Motion carries! Will sell for \$10. Tom needs to order.

Office Manager Position: Filled. Please welcome Tammi Dillavou.

FRAC: Cheryl Blazek appointed by President Ewers.

11. New Business: Jobforce link on our website. After much discussion it was voted down. We thanked Dave for his efforts on this project but felt it wasn't fair to share our emails with them at this time. Billing Conference May 2012 in Sioux City. Mental Health first aid training for veteran supporters. 2 upcoming sessions. Please check your email for more info. President Ewers brought up about checking our bylaws and possibly changing our face to face meetings back to what the bylaws state since many are not traveling to Des Moines or using phone conference calls. Let the Executive committee know.
12. Adjournment: Motion to adjourn by Thomas Craighton, second by Tom Summitt. Unanimous. Meeting adjourned @ 4:15pm