



## Board of Directors Meeting, August 18, 2005 – 1:00 p.m.

### ATTENDEES

**Board Members:** Rosemary Adam, Evan Bensley, Cheryl Blazek, John Copper, Kirk Dighton, Jeff Dumermuth, Bill Fish, Linda Frederiksen, Roger Heglund, Cindy Hewitt, John Hill, Ric Jones, Brad Madsen, Doug Reed, Lori Reeves, Rod Robinson, Tom Summitt, Bruce Thomas

**Guests:** William Cline, Ray Jones, Julie Scadden

**Staff:** Karen Kreider

**Proxies:** Jeff Messerole, Lee Ridge, Tammy Snow

**Absent:** Chad Torstenson

1. Call To Order – Jeff Dumermuth, President – The meeting of the August 18, 2005 Iowa EMS Association Board of Directors was called to order by President Dumermuth at 1:00 p.m.
2. 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 June 16, 2005 – The minutes of the June 16, 2005 IEMSA Board of Directors were approved as written. Adam/Summitt/Unanimous
4. Guest Presentation – Mike Hartley – Iowa ROC – Mike Hartley presented an update on the EMS research in Iowa related to the Resuscitation Outcomes Consortium. A copy of his presentation is available at the IEMSA office. Jeff Dumermuth added that it is a possibility that IEMSA may be able to facilitate the IRB for the State of Iowa. He noted that discussions on this issue will continue.
5. Treasurer's Report – Bruce Thomas – Bruce reported that the financials are looking pretty good overall. Areas that appear to cause concern are items related to conference and will be resolved once conference income has been received. He noted that 58% of the year used up and the bottom line is currently good. Bruce expects conference and exhibit registrations to be close to what was projected in the budget. The majority of grant funds are in. Corporate memberships are above projections and programs are close to projections. Bruce reported that expenses for the conference are projected to be \$123,500. The profit from Conference will be close to or slightly under budget. Two of IEMSA's CDs will renew on November 25; this is timely as the bulk of Conference expenses will be due at that time. The current CD that is coming due will be reinvested. A motion was made to approve the Treasurer's report as written. Blazek/Copper/Unanimous
6. Medical Director – Chad Torstenson – no report
7. Office Administrator's Report – Karen Kreider – Karen reported that:
  1. the conference registration brochure is scheduled to be mailed August 20<sup>th</sup> and noted that a sample of the brochure is in each board member's packet. This brochure is posted on the web site, along with maps to Downtown Des Moines and local parking. In addition, an "e-mailable registration brochure" has been prepared that excludes all artwork and should be easy to send.
  2. a new membership software package (Approved Association) has been purchased that will streamline many processes at the office and will likely enable us to download data from a scanning system for continuing education purposes. In addition, this software enables "online registration" which is already up and running. QuickBooks® has been purchased to interact with this software to further streamline accounting processes.

3. a number of clothing items were donated to the Iowa Donor Network for a collection day. Karen shared a thank you note from them.
  4. In Lee Ridge's absence, Karen requested board members to send EMS trivia from the 70's to him for inclusion in the Thursday night social event at Pitchers in the Marriott.
8. Bureau of EMS Report – Ray Jones reported on the following:
1. New Bureau of EMS Staff – John Fiedler is the new Trauma Coordinator. Interviews start next week for the PAD/AED Coordinator.
  2. System Development – 96 counties submitted RFA's for System Development funds for FY 06; all but 15 contracts have been returned. Please note that for FY 06, the Bureau of EMS sustained an across the board funding cut of 3.6% (\$23,328) in Part A training funds. This cut was spread equally among all EMS SD Part A recipients, resulting in an overall funding amount for FY 2006 of \$620,172.
  3. Disaster Preparedness – 98 counties have signed and returned the FY 05 HRSA contracts; approximately half of the money has been vouchered. Sample MCI and Mutual Aid Agreement templates have been posted on the Bureau of EMS website. The FY 06 HRSA grant has been submitted. A 9% funding cut is expected. Survey results have been received from services in 84 counties; 88 services report having MCP, 364/376 services have internet access.
  4. Data – Iowa submitted data for the Trauma Patient Registry to the National Trauma Data Bank in April; over 40 facilities submitted trauma data in 2004. In 2004, 230 services submitted 53,118 records for the EMS Patient Registry; in 2005, 227 services submitted 43,855 records. Ray noted that volunteer services are outperforming the larger services.
  5. EMSC Program/Injury Prevention Program – Matt Menough resigned his position as the EMS Injury Prevention Coordinator. All injury prevention questions should be addressed to either Katrina Altenhofen or Evelyn Wolfe.
  6. IDPH/EMS Release NIMS Training Requirements for Public Health Providers & EMS – It has been identified that any agency and its employees that are directly or indirectly involved with an emergency utilizing incident command or that are involved with an emergency operations center must complete specific courses. These courses are based on the role that an individual serves in an emergency. The Iowa Department of Public Health in cooperation with Iowa's Homeland Security/Emergency Management have developed a training matrix that give baseline training recommendations for public health, healthcare and EMS providers. Copies of this document are available from your regional EMS Coordinator.
  7. Web-based System Registry to be used by EMS to be completed in August 2005 – A web-based system registry will be completed and ready for use sometime in late August or early September. This new system will enable the Bureau of EMS to record and store permanent information on certified individuals and store pertinent information on EMS Service Programs. Some of the functions of the system include on-line initial training registration for individuals, on-line re-certification, on-line service program registration and renewal, service program roster tracking and a search function for the public.
  8. Star of Life License Plates – Jeff Dumermuth noted that the process to apply for a Star of Life license plate is cumbersome. He asked if it could be streamlined. Ray responded that this issue should be referred to IEMSA's Legislative Committee and the DOT in an effort to research and resolve it.
  9. A pamphlet regarding NREMT Computer Based Testing was distributed. Concerns were raised regarding the location of the testing sites. Ray responded that two additional sites will be provided in western Iowa.
  10. Ray announced that the 4<sup>th</sup> Annual Iowa Child and Youth Injury Prevention Conference will be held on September 14, 2005 at the Blank Children's Hospital; Dr. Virginia Thompson Auditorium from 8:00 a.m. to 4:30 p.m. This conference is being sponsored by EMC Insurance Companies. A \$25 conference registration fee applies. Call 515-241-6728 with any questions.
9. Committee Reports - Working Committees
- i. Legislative – Ric Jones – Ric announced that he has retired from Dubuque Fire Department. He asked for clarification regarding non-active EMS providers' ability to run for a board seat. President Dumermuth noted that the bylaws support board membership in this situation. Ric also announced that he is running for city council and that he wants to stay active on IEMSA's Legislative Committee. In addition, Ric reported on the following:
    1. Cal Hultman's contract for Lobbyist services has been renewed for another year at \$7500.
    2. EMS day on the hill is scheduled for 2/1/2006. Ric noted that the Legislative Committee is looking at planning an educational day to follow the morning legislative event (10:00 a.m. to 4:00 p.m.). He would like to work with the Service Directors Committee to plan the event. The Bureau of EMS may have \$3000 to contribute to the project. The approximate cost of a

facility is \$350; there will also be speaker and lunch costs to consider. We may want to consider charging a fee to ensure attendance.

3. IEMSA is still trying to get Bill Fish appointed to the IPERS committee; no response from legislature has been received yet.
  4. A Public Safety Liaison Committee meets in the winter. The purpose of the meeting is for its members to present their legislative agendas to each other. Ric suggested that IEMSA consider membership in this group. IEMSA's responsibility, should it join, would be to host a legislative dinner/forum once in a span of eight years. Ric will provide additional information on this at a later date.
  5. It is time to identify items to add to our 2006 legislative agenda. We were successful with the bill to make it unlawful to sell, own or use traffic signal pre-emption devices unless approved by proper governmental authority. New items include securing liability coverage for Medical Directors and the streamlining of the license plate process. Items currently on the agenda, but not accomplished yet, (continuous funding, benefits for EMS volunteers, etc.) will continue to be high priorities.
- ii. Public Information and Education – Evan Bensley – Evan reported that it is time to solicit educational offering advertisements for the Calendar Poster project. He also noted that Training Programs are interested in joining IEMSA, but need an Affiliate package specific to them. His suggestion is to develop this membership level that will include AED discounts (when available) group purchasing, sending a staff member to the pre-conference education track, posting educational events on the web and the calendar listing, as well as the other Affiliate benefits (with the exception of the Resource CD). This level should be \$100/Training Program. Evan will write a letter announcing this new Affiliate level and the Calendar project. It will include the opportunity to host the continuing education article in the newsletter, as well. A motion was made supporting the development of a Training Program Affiliate Membership. Thomas/Adam/Unanimous. Evan will draft the introduction letter and Karen will prepare the membership brochure.
    1. Newsletter – Rosemary Adam – The deadline for next newsletter is November 17<sup>th</sup> for a December 10<sup>th</sup> mailing. The current newsletter is scheduled to be mailed Friday. Julie Scadden wrote continuing education article and EMSLRC hosted it.
    2. Booth – Melissa Sally-Mueller – no report
    3. Web Page – Lee Ridge – no report
  - iii. Membership – John Hill – John reported that a 2-year contract for group purchasing services was established with Tri-anim and Alliance (same vendors as last year). He also reported that membership statistics are up – especially the Affiliate Member category – up by 16 members. This is due to a membership recruitment letter that was sent to all services in Iowa. John noted that the Resource CD needs to be updated and requested updated policies, procedures and other pertinent information be sent to him.
  - iv. Annual Conference – Brad Madsen – Brad reported that conference registration prices are increasing this year as a result of the increases expected in food and facility costs. A number of changes in the format will also be taking place for the same reason – breakfasts and a pre-conference lunch will not be provided this year. Instead, concession stands selling food will be available at those times. He noted that the Online Registration option is an exciting addition. Brad reported that the speaker search for the 2006 conference is already in process and proving to be successful: Daniel Carlascio, Dave Gurchiek, Mike Taigman and Paul Werfel have agreed to present. The dates for the 2006 conference are November 9 – 11. It will be held at the Plex again.
  - v. Honoring our Own – Tom Summitt reported that this year's presentation will feature 11 new individuals. He requested assistance of the board to recruit honor guards to participate in the program. He also suggested that family members of those featured in the program be invited to attend. He will try to have a number of the CDs available for sale. The program will be filmed in Muscatine.
  - vi. ME Advisory Council – Tom Summitt – Tom reported that all is status quo related to the work of the Council. He noted that a virtual autopsy will be presented at next year's conference.
  - vii. Advisory Council – A report from the last Advisory Council is available on the Bureau of EMS' web site.
  - viii. Barn Raising – Evan Bensley – Evan reported that there was great participation in this event. He noted that the presentations geared mostly towards public health; Dr. Jacoby did a great job speaking on EMS issues.
  - ix. TSAC – Rosemary Adam – Rosie announced that she is not able to attend in October and needs an IEMSA member to attend in her place. The meeting is scheduled for October 26 in Des Moines. Please contact Rosie to confirm participation.

- x. State Fire Council – Cindy Hewitt – Cindy reported that the last meeting dealt with the budget and the “action forms” for items for Council consideration. For additional information, visit the Fire Service web site.
- xi. Scholarship – Cheryl Blazek – Cheryl reported that it is unlikely that the Scholarship program will be ready to provide funds this year, but is expecting to be able to announce the establishment of the program at this year’s conference. Cheryl will work with Karen to pull together criteria; anyone interested in helping with this project, should contact her.
- xii. Mercy One doing Entertainment on Friday night – Jeff reported that, due to Mercy’s hosting of the Friday night social event, there will be a stipulation on complementary drinks. This issue will be discussed at a later date.
- xiii. Education – Evan reported that this committee has met, but there is no significant news to report at this time.

#### 10. Old Business

- 1. Scanner Project – Jeff reported that there are people researching this project, but discussion on the project will be deferred until the September board meeting. He feels that IEMSA is getting closer to the resolution and potential application of scanning for CEHs, but noted that if it is not accomplished by next month, we may have to do stamping for another year.
- 2. Revisit Trademark Project – Jeff reported that, during the course of applying for the “certification mark” additional costs were uncovered, making it cost prohibitive for the value of having such a mark. A motion was made to cease the pursuit of a certification mark.  
Madsen/Thomas/Unanimous.

#### 11. New Business

- 1. Benchmarking Meeting – Jeff reported that a group to discuss benchmarking was pulled together; invitations went out statewide. He felt that the meeting was productive. Area Ambulance did a presentation on a process to track patients, including patient satisfaction surveys. This group will meet again on September 14<sup>th</sup> from 1:00 to 5:00 p.m. at Station 17 on Railroad Avenue in West Des Moines to continue the discussion from the first meeting.
- 2. Board Meeting dates for 2006; Jeff proposed that meeting dates and times for 2006 be consistent with this year’s schedule.
- 3. Available Board – Jeff reviewed the board seats that are up for election this year and encouraged current board members to notify Karen of their intentions to run.
- 4. ICE – A lot of feedback was received regarding IEMSA’s ICE endorsement. The following response was given to those who expressed concerns: “The endorsement of the ICE principle by IEMSA is in no way intended to set policy for local individuals or organizations in how they choose to make notifications when needed at an emergency scene. Each individual/organization will have to locally evaluate how and who is in charge of making the actual notification. The IEMSA endorsement simply suggests that putting the information into a cell phone for who-ever to have available for emergency contact information would be a benefit. The ICE Endorsement was published in the upcoming newsletter.
- 5. Duty to Report Positive Drug Screens – Linda Frederiksen expressed her concerns about this issue and noted that she had requested the Bureau of EMS’ opinion on the issue as it relates to the training programs. The Bureau’s response is attached.

#### 12. Adjournment – The meeting was adjourned at 3:37 p.m.