

IEMSA Board of Directors Meeting
AGENDA
JANUARY 15, 2004
West Des Moines EMS
3421 Ashworth Rd.
West Des Moines, Iowa

ATTENDEES:

Board Members: Rosemary Adam, Evan Bensley, Cheryl Blazek, Kirk Dighton, Jeff Dumermuth, Bill Fish, Roger Heglund, Cindy Hewitt, John Hill, Brian Jacobsen, Brad Madsen, Jeff Messerole, Lori Reeves, Lee Ridge, Rod Robinson, Tom Summitt, Bruce Thomas
Staff: Gary Ireland, Karen Kreider

Guests: Brian Helland, Jerry Johnston, William Cline, Tim Springsteen, Curtis Hopper, Joe Ferrell, Ray Jones

Proxies: Kay Lucas, Judy Rurup, Ric Jones, Melissa Sally-Mueller

Excused:

Absent: John Copper, Fred Hansen

Call To Order - Jeff Dumermuth, President – Jeff called the meeting to order at 10:15 a.m. Jeff introduced and welcomed IEMSA's two new Board members – Brad Madsen and Lee Ridge.

Determination of Quorum/Proxies – A quorum was determined. Proxies were noted.

Minutes of December 18, 2003 - A motion was made to approve the minutes of the December 18 as written. Adam/Heglund/Unanimous

Treasurer's Report – Bruce Thomas – Bruce noted that the most current P & L statement is the one that was distributed in the Board packet today. He noted that 2003 finances were in line with projections, noting that the End of Year Net Income shows a gain of \$25,720.86, bringing IEMSA's equity to \$114,489.33. He then reviewed the projected 2004 budget and provided rationale for the proposed income and expenses, noting that a portion of the surplus from 2003 will be reinvested into the Association to support its growth. A motion was made to approve the Treasurer's report for Year End 2003 – Messerole/Robinson; clarification on the number of aed's to be purchased (100+) in 2004 was made, clarification on the life insurance benefit was made. Vote – unanimous.

Executive Director's Report – Gary Ireland –

Corporate Sponsor Recruitment – Gary reported that letters will be sent out to all Conference Vendors in an effort to recruit them as Corporate Sponsors.

Wellmark Insurance Check Off Project – This project is still in process

Legislative issues –

EMS License Plates – good idea to generate revenue; as info becomes available, it will be shared with the Board

Candidate Election Support – Gary noted that it might be a good idea for IEMSA to take a stance on a national candidate during this election year. It was recommended that a more effective approach may be to help local candidates who have been supportive of EMS issues get re-elected. It was noted that doing so might jeopardize IEMSA's non-profit status. Gary will research the 501(c) 3 rules and regulations.

Reinvent Iowa – Gary reported that he received an e-mail regarding regional meetings to identify problems in the public safety industry, noting that it was clear that Fire was included, and he thought EMS was as well. The results of these meetings may come in the form of legislative mandates that may not be in the best interest of EMS. He encouraged board members to attend these meetings. He will distribute the information he has received thus far to the Board for their review and will continue to work with IEMSA's lobbyist in an effort to keep up to date on the issue.

Practical Testing – Work on this project is on hold until the RFP is received from the Bureau.

Medical Director's Report – Dr. Alfred Hansen – no report

Administrative Assistant's Report – Karen Kreider – Karen reported that she continues to process membership correspondence, DSL is in operation, 1099 tax forms are being prepared, and significant updates to the web site are in the process of being made. She also noted that since most IEMSA merchandise is out of stock, she is ordering as needed; a two+ week turnaround should be expected on merchandise orders. The most current version of the 2004 Board of Directors Roster is included in today's packet. Please review for any corrections or additions.

Bureau of EMS Report – Ray Jones –

State Budget issues – shortfalls are expected to hit the Bureau of EMS; Ray will keep IEMSA updated

Rule Revisions are in process

DNR – the DNR presentation will soon be on the Bureau's web site. Ray reviewed the elements of the presentation.

Practical Testing – Ray reported that the RFP is still not complete but is in process.

EMS License Plate Issue – Ray noted that Representative Roger Thompson introduced this legislation and that \$10 of the fee would go directly into the EMS Systems Development fund.

Reinvent Iowa Regional Meetings – Ray noted that he has additional information about these meetings and will send it to Karen for distribution.

System Development – Most counties have their materials in and are utilizing the available funds.

Leadership Conference – The registration brochure has been distributed, the conference is again free to all attendees. Ray reviewed the agenda. He noted that a Traumatic Brain Injury "Train the Trainer" will be held the day before the conference; if anyone is interested in attending, please contact their training program.

Data Collection – Ray reported that Bureau had received a letter of concern reference the data collection project. The letter and the Bureau's response are available to interested parties.

HRSA Grant – Joe Ferrell reported that contract information is being submitted to the Bureau from grantees

Advisory Council – Joe reported that the Advisory Council requested that a position paper regarding the role of EMS in hazardous materials incidents be drafted. He reviewed the draft position paper, noting that it is, basically, to identify the role of EMS in such an incident and to build a component of training requirements. Joe reported that this draft position paper was reviewed and endorsed by the Advisory Council at its previous meeting. Joe asked that IEMSA review the document and ultimately endorse it.

Committee Reports

Legislative

State – Ric Jones – No Report

National – Mark Postma - No Report

By-Laws – Jeff Messerole – No Report

Public Information and Education (PI&E) – Evan reported that there has been a delay with the distribution of the Education Poster. It is now due to be mailed on January 16. Realizing that the first two conferences will have been held by the time most services receive the poster, those two entities will not be charged for their participation. Evan also asked that Board members note his new e-mail address on the Board list that is in the Board packet.

Newsletter – Rosemary Adam – Rosie reviewed the newly designed IEMSA newsletter, The Voice, and asked that people consider submitting articles to be published in it, particularly CE articles. Rosie noted that EMSLRC will be the certifying training program. She announced that the next CE article will be on Scope of Practice, noting that she may do a quarterly article on this issue. She asked for additional help with seeking/writing articles about our Affiliate members and editing the newsletter. Articles and photos can be e-mailed to Karen at iemsa911@netins.net. A question was raised regarding distribution of the newsletter via e-mail. This question will be referred to the newsletter committee for review. The deadline for the upcoming newsletter is February 1st.

Booth – Melissa Sally-Mueller – Karen reported for Melissa, noting that Melissa is in the process of ordering merchandise to include most of the current pieces as well as the shirt that served as the Board Shirt (there were many requests for it). The metal and glass mugs will be discontinued, as will the boxer shorts.

Web Page – Karen Kreider – Karen reported that numerous updates have been sent to the web master. She will notify the board when the site is completely updated.

Membership – John Hill

Membership statistics - John reported that Individual membership is currently at 1836 and the breakdown is as follows: NC – 238, NE – 345, NW – 157, SC – 361, SE – 412, SW – 265, non-resident – 58. Affiliate membership is currently at 112. The regional breakdown for Affiliate membership is NC – 15, NE – 28, NW – 16, SC – 14, SE – 29, SW – 10. Corporate membership is holding at 5 members.

Accidental Death/Dismemberment Insurance – John reported that as of January 1st, 2004, the program has been up and running. Marketing information will be distributed as it becomes available.

Affiliate Membership Categories – John recommended that a new level be added – a First Responder level @ \$50. This level of membership will include 1 free individual membership, the usual discounts and a certificate. This is strictly for non-transport services.

Corporate Sponsorships – New advertising rates for corporate sponsors were introduced. These rates will be e-mailed to the board ASAP.

Awards – Bruce Thomas – No Report

State Fire Service and Emergency Response Council – Cindy Hewitt – Cindy reported that the next meeting of this Council is scheduled for Feb. 5, 2004. She reviewed recent communication from the Council regarding the use of regional training allocations, noting that 3 drafts have been distributed. The preferred draft is Draft #3. Contact Cindy with any questions.

Service Directors/Providers – No Report

Nominating/Elections – Jeff Dumermuth –

A list of Committee Membership was distributed in the Board packet.

Lori Reeves' term as the Education Representative expired December 2003. She is willing to continue in this capacity. Evan Bensley will relay this to the Training Program group so that she can be re-elected into the position.

Roger Heglund has been appointed Chair of the Service Directors Committee. Cindy Hewitt has been appointed as the Vice Chair of the Service Directors Committee.

Jerry Johnston will continue to serve on the Practical Testing Committee

Annual Conference – Lori Reeves- Lori reported that the national level speaker search is in process, noting that there should be more national level speakers at this year's conference.

911 Telecommunications – Dennis Bachman – No Report

Advisory Council – Jeff Messerole – Jeff reported that the Council met yesterday; he reviewed the content of the meeting, noting that scope of practice was a main issue discussed, resulting in two templates being prepared to assist entities in appropriately asking questions regarding the issue and in seeking a pilot project. In addition, the "Year of Review" was conducted. Final recommendations were made and must now go through an administrative rule change. He noted that recommendations should be published in August. Jeff will provide additional information for distribution.

State Medical Examiner Advisory Council - Jeff Dumermuth – No Report

Disaster Preparedness Advisory Committee – Jeff Messerole – No Report

TSAC – Rosemary Adam – No Report; spring meeting planned

SEQIC – Melissa Sally-Mueller & Nella Seivert – No Report; February 5th meeting planned.

Homeland Security Committee – Steve Noland – No Report

Heartland Coalition – Jerry Johnston – No Report

NAEMT – Annual Meeting Report – Jeff Dumermuth – Jeff deferred to Jerry Johnston for this report. Jerry reported that a presentation was made by Don Walsh at the annual meeting, formally asking for the adoption of a U.S. EMS Academy, similar to the U.S. Fire Administration, the purpose of which is to create a national office of EMS. Support is needed for this project. Jerry will provide additional information to the Board. A motion was made to provide a letter of support. Fish/Thomas/Unanimous. Jeff D. will write the letter and run it by Gary before mailing it.

HAN (Health Alert Network) – Kirk Dighton – Kirk attended his first meeting of this Network. He noted that the concept of this Network is disease reporting - enhanced communication about epidemics. One major issue is the installation of an 800 hz radio system. The installation of this system in region 6 is in process with the installation in the rest of the regions being complete by March. A backup system is being researched. Access to the network and training is being discussed by the Network.

Old Business

Life Insurance – John reiterated that the \$10,000 Accidental Death/Dismemberment insurance policy for members (at no charge) is in place. Clarification is due regarding deaths of natural causes occurring as a possible result of job related stress (i.e., heart attacks that occur shortly after participation in a job-related rescue) is expected.

AED Distribution and Training – Jeff D. reported that this project will provide IEMSA with one of the biggest opportunities to promote IEMSA throughout the State. The first meeting of the AED Committee will be called ASAP to plan for the distribution and training of the devices. The concept will be to shoot for a May distribution in all 6 regions. Each board member is expected to attend the distribution in his/her region. An RFP will be distributed to AED vendors in an effort to get the best product and value for the services receiving the devices. At least 100 will be distributed. The Bureau will supply IEMSA with regional services to receive the devices (in priority order).

New Business

Budget Approval – Jeff reported that it is IEMSA's long-term goal to keep \$100,000 in reserves at all times while not raising conference or membership fees. He noted that budget projections are conservative. A motion was made to approve the budget as presented. Messerole/Blazek/Unanimous

Advertising Fee Approval – Advertising Fees and the FR level Affiliate Membership fee, as well as the rationale behind the proposals were reviewed. The Board requested an amendment to the FR Level Affiliate membership, asking for this level to be for First Responder services who receive less than 100 calls per year. A motion was made to approve the fee proposals, including the amendment regarding the FR Level Affiliate fee. Bensley/Robinson/Unanimous.

Executive Director Contract – Jeff D. presented the proposed Executive Director Contract, noting that, while the Executive Committee agrees with the concept, they are concerned about funding. Jeff also noted that Gary's involvement in numerous projects is imperative. A motion was made to approve the Executive Director's Contract. Jacobsen/Thomas/Unanimous

Position Paper regarding EMS Roles in Hazardous Material Incidents. Further discussion about the intent of the position paper was held. Lori clarified the purpose of this position paper as the need for appropriate definitions; Joe concurred, noting that this is only the first step in the process. The Board provided their endorsement of the paper and requested that they be kept informed of the process.

Adjournment - The meeting was adjourned at 11:50 a.m.