

## Board of Directors Meeting, January 20, 2005 – 1:00 p.m.

### ATTENDEES

**Board Members:** Cheryl Blazek, John Copper, Kirk Dighton, Jeff Dumermuth, Linda Frederiksen, Cindy Hewitt, John Hill, Ric Jones, Brad Madsen, Lori Reeves, Rod Robinson, Melissa Sally-Mueller, Tammy Snow, Marianne Willenborg

**Staff:** Karen Kreider

**Guests:** Larry Cruchelow, Steve Noland, Rob Dehnert, Leon DeJong, Terry Stecker, Jeff Anderson, Mark McCulloch, Kyle Brown

**Proxies:** Evan Bensley, Jeff Messerole, Doug Reed, Lee Ridge, Tom Summitt

**Absent:** Rosemary Adam, Roger Heglund, Bruce Thomas, Chad Torstenson

1. Call To Order – Jeff Dumermuth, President – Jeff called the January 20th meeting of the IEMSA Board of Directors to order at 1:03 p.m.
  2. Determination of Quorum/Proxies – A quorum was determined and proxies were noted.
  3. Minutes of December 16, 2004 – The minutes of the December 16, 2004 IEMSA Board of Directors meeting were approved as written. Jones/Dighton/Unanimous
  4. Treasurer's Report – Bruce Thomas – This item was deferred to budget discussion under New Business.
  5. Medical Director – Chad Torstenson – no report
  6. Administrative Assistant's Report – Karen Kreider – Karen reported on the following:
    - The web site updates submitted in December have been completed. She noted that she still has to update the merchandise pictures. In addition; Lee and Karen are in the process of getting control of the web site in the IEMSA office. It will entail a software purchase and training. The Web Page committee will keep the board apprised of its progress.
    - An IEMSA member list serve has been created and has already been used to notify members of the EMS Leadership Conference and EMS Day on the Hill, along with the possibility of riding a bus to and from the Capitol, and to notify members of the Governor's Conference on Public Health (Barn Raising V).
    - The March 17<sup>th</sup> meeting will be held at Station 17, 1401 Railroad Avenue, West Des Moines. All other meetings (with the exception of the Annual meeting) will be held at the Raccoon River Nature Lodge.
    - Karen also reported that membership correspondence is current, second notices to outstanding accounts receivables have been sent, end of year details have been completed and that tax preparation is pending.
    - 115 sets of AED pads have been delivered to various Affiliate services. There are 66 sets left at this time.
  1. Bureau of EMS Report – Ray Jones – Larry provided the Bureau report for Ray. He reported on the following projects:
    - a. Leadership Conference – There will be a change in the program – Lisa LaDue will be unable to speak. Her replacement has not yet been determined.
    - b. Rules – The Rules have been finalized and will go into effect March 9, 2005. Services wishing to change their level to PS can do so by completing a change of status (note – only those who are going to provide this level 24/7 can advertise this level.)
    - c. HRSA – The HRSA contracts were mailed Wednesday, Jan. 19. Each county will receive \$7,676; they have until August 30<sup>th</sup> to make their final report since this grant is no longer tied to the System Development Grant (whose final report is due July 30<sup>th</sup>). There will be a brief, very simple final report that will be sent to the counties with the signed contract that contains some of the following:
      1. The #1 priority (requirement for receiving funds) is a county-wide Mass Casualty Plan (MCP) for EMS
        - Type – either contained within the county plan or a stand alone
        - Date of plan and latest revision
      1. # of transport vehicles (type) within a county (not through mutual aid, just within that county)
      2. # of patients that can be transported – type: critical (ambulance), non-critical (?); walking wounded (buses, etc.)
      3. # of transport services with internet capability
  - a. Rural AED Grant (RAED) – The RAED grant has been signed and the recipient list is being finalized. There is one year remaining on this grant and the goal will be to attempt to identify those services that have not yet received a non-age specific AED under this grant.
1. Committee Reports - Working Committees
    - i. Executive Committee – Jeff Dumermuth – Jeff reported that the Executive Committee met last night, primarily to establish IEMSA's operating budget for 2005. This budget will be discussed under New Business.
    - ii. Legislative – Ric Jones – Ric emphasized the upcoming EMS day on the Hill (February 3<sup>rd</sup>), noting that there

are currently 30 people planning to ride on bus to the Capitol from Adventureland. The plan is for the bus to be loaded and ready to leave Adventureland by 6:30 a.m. in order to get to the Capitol by 7:00 a.m. Talking points will be developed and shared with the EMS personnel on the bus. Newsletters will be provided to key legislators. Ric urged all in attendance to contact their legislators; letting them know that they will be attending EMS Day on the Hill.

Ric also provided the following updates on legislation in progress:

- HF 62 regarding the traffic light override device was introduced to the House on January 13 and assigned to the Transportation Committee.
- The IPERS bill is significant and doable.
- A new piece of legislation regarding indemnification for HS bill #12 re: EMTs serving at free clinics having same insurance coverage as other health care providers is being researched.
- Support for writing the tax credit bill has been garnered; it will probably be a hard sell, however, due to the price tag attached.

Kirk introduced an upcoming legislative concern regarding Iowa's competition law – prohibiting monopoly or restriction of trade. This law does have exemptions – a 1984 addition “cities acting under home rule power.” A letter has been drafted to send to Rep. Jeff Elgen requesting that ambulances be added as an exemption. Kirk provided details of the issue. Kirk is looking for support of this type of legislation. A discussion was held regarding the appropriateness of IEMSA supporting this type of legislation as both private and public services are members of the Association. IEMSA will follow the progress of this issue, but will not take a formal position.

- i. Public Information and Education (PI&E) – Evan Bensley – John Hill reported for Evan, noting that the PowerPoint® presentation used by Jeff Dumermuth during the AED presentations as a means of introducing IEMSA and its programs, has been revised and is ready to be used. John distributed copies of the presentation to all board members in attendance. Additional copies are available at the IEMSA office. He explained that the CD's are not re-writable, and so, in order to change any of the information, the presentation must be downloaded to one's computer, edited, then saved in a new file.
  - Newsletter – Karen Kreider – The deadline for the next newsletter is Feb. 2 for a Feb. 20 mail date. Jeff Messerole will be doing the continuing education article.
  - Booth – Melissa Sally-Mueller – Melissa reported that there is an opportunity to exhibit on April 2 & 3 in Mason City. John Copper & Tammy Snow will take responsibility for this exhibit. The CIEMS conference is scheduled for March 11 & 12 – Brad Madsen will take responsibility for this exhibit. March 11 and 12 is also the date for the Code I Conference – Kirk Dighton will be responsible for this exhibit.
  - Web Page – Lee Ridge – Karen addressed the web page items in her report.
- i. Membership/Sponsorships/Advertising – John Hill- John reported that his committees met this morning to brainstorm ways to educate the public about IEMSA and to increase membership. The following goals were established:
  - Increase individual membership by 20 % (400 members)
  - Increase affiliate membership by 30% (40 services)
  - Develop an affiliate member resource library
  - Develop a service directors area on web site for networking
  - Develop public service announcements for recruitment & retention of EMS volunteers with media blitzes sponsored by IEMSA
  - Develop a medical directors network as an affiliate member benefitA suggestion was made to research CERT and the Iowa Ad Council for assistance and funding. Assignments were made and progress on the goals will be reported at future board meetings.
- i. Annual Conference – Brad Madsen – Brad reported that the Speaker subcommittee met this morning in an effort to identify national level speakers to present at this year's conference. Good progress was made. He also reported that the Committee is leaning toward using the Polk County Convention Complex for another year and exploring ways to get the best use out of the space available. Brad noted that there are more subcommittees this year to tackle the many facets of the conference and that he will be getting in touch with sub committee chairs to establish expectations and timelines.
- ii. Advisory Council – Jeff Messerole – John Hill and Cheryl Blazek reported for Jeff on the following:
  - Scope of Practice – 1) CPAP was moved into the Paramedic Specialist Scope of Practice. After March 9, PS services can apply for a waiver to provide CPAP until the Scope of Practice document is revised again. The hope is that the document will be revised quarterly instead of yearly. 2) A pilot study regarding the use of CPAP by Iowa Paramedics was approved for Ric Jones. 3) IEMSA's draft statement on the National Scope of Practice was shared with the group; other groups shared information about their discussions on this issue.
  - QASP – There was no quorum due to ice and freezing rain. Those in attendance repeated the discussion on the Scope of Practice.
  - Advisory – There was no quorum for this group either due to the weather conditions, thus, no formal

actions were taken. The group was made aware that the administrative rule revisions were passed and will become effective on March 9 - all changes to the Scope of Practice, SOPs and Administrative Rules; most notably was the creating of a PS authorization level for ambulance services. Recommendations from an earlier meeting were reviewed, as were the EMS Data Collection Fast Facts. Jeff noted that he shared IEMSA's draft statement on the National Scope of Practice with those in attendance.

- i. Training Programs – Cheryl – Cheryl reported that this group is working toward bringing Iowa in line with National Registry guidelines on timelines for testing which is two years to complete testing. In addition, they are still working on “formalizing;” Cheryl noted that bylaws were adopted. The “computerized testing” issue was discussed; site visits are being planned by Joe Ferrell, and their National Scope of Practice position has been drafted.
- ii. Homeland Security First Responders – Steve Noland – Steve distributed Homeland Security's Grant Program FY05. He reviewed the process through which recommendations were made and the projects that were identified as priorities by the Bureau. Steve noted that Homeland Security First Responders is an advisory group responsible for making recommendations for this grant program and recommendations are also expected by additional related entities. Copies of this document are available at the IEMSA office.
- iii. Education Funding – Cheryl Blazek, as an addendum to her report from the Training programs, noted that educational funding for persons interested in becoming EMTs or furthering their education in this area of study is in short supply. She would like to work with the membership committee to develop educational scholarships.

#### 1. Old Business

- a. Discussion on Scanner Project – Jeff reported that it is his goal to have a scanner system in place by IEMSA's conference in November. A good deal of work must be done, but there are numerous resources available. He noted that he did a quick search on the internet; the results of which provided valuable options. A recommendation was made to create a “Technology Sub Committee” of the Conference Planning Committee to continue the research started by Brian Jacobsen last year. Medic EMS currently uses such a system; Linda Frederiksen reviewed how it worked and indicated that she is willing to share cost information with this sub committee. Linda agreed to chair this subcommittee; Jeff Dumermuth and Karen will work with her. Rob Dehnert will be asked to assist as well.
- b. Scope of Practice – Jeff reminded the board that they were asked to review IEMSA's comments to the National Scope of Practice that was provided at the December, 2004 board meeting. A motion was made to finalize the document and submit it to the appropriate entity as written. Blazek/Madsen/Unanimous
- c. Barn Raising - Evan requested (via e-mail) authorization to help support Barn Raising V, the Governor's Conference on Public Health. Jeff Dumermuth provided history on this project, noting that we provided \$250 to help support the project last year. A motion was made to authorize IEMSA's support of this project at the same level as last year. Copper/Blazek/Unanimous

#### 1. New Business

- a. Approval of 2005 Operating Budget & Treasurers Report – Jeff Dumermuth reported that the Executive Committee (with the exception of Rosemary Adam who was ill) met on the 19<sup>th</sup> of January to establish the 2005 operating budget. Jeff reviewed the year-end financials for FY 2004 and noted that a \$6700 deficit was budgeted; however the end result provided a \$10,000+ gain. A discussion was held on the appropriate reserve to be maintained for IEMSA and that the goal was to keep a 6-month reserve in fairly liquid investments. Jeff then reviewed each line item of the proposed FY 05 budget, noting that the plan is, again, to tap into reserves to balance this year's budget. He reported that there are many challenges in this budget, particularly membership and conference. Jeff also noted that additional projects, such as Practical Testing and the scanning system may require funding in this fiscal year, but have not been budgeted for. As these projects progress, they will be brought back to board to allocate funding. Questions arose regarding how IEMSA's funds are invested. Bruce will be asked to look at IEMSA's current investments and revisit the issue at February meeting. A motion was made to accept the FY 05 budget as presented. Blazek/Sally-Mueller/Unanimous
- b. An issue was raised by members of the American Heart Association (AHA) board who are also members of the IEMSA board, stating that the new meeting schedule conflicts with regularly scheduled quarterly AHA meetings. Jeff D. noted that IEMSA's new meeting schedule was made to accommodate committee meetings prior to the board meeting and that attendance at these committee meetings (as evidenced by this morning's meetings) may prove this schedule successful. The schedule will continue on a trial basis for a few more months. In addition, AHA will be contacted to discuss their scheduling.

1. Adjournment – The meeting was adjourned at 2:10 p.m.