

Board of Directors Meeting Minutes

May 20, 2004

ATTENDEES

Board Members: Rosemary Adam, Evan Bensley, Cheryl Blazek, John Copper, Kirk Dighton, Jeff Dumermuth, Bill Fish, Roger Heglund, John Hill, Brian Jacobsen, Ric Jones, Kay Lucas, Brad Madsen, Jeff Messerole, Lori Reeves, Lee Ridge, Rod Robinson, Judy Rurup, Melissa Sally-Mueller, Tom Summitt, Bruce Thomas

Staff: Gary Ireland, Karen Kreider

Guests: Ray Jones, Bill Wesely

Proxies: Cindy Hewitt

Absent:

1. Call To Order - Jeff Dumermuth, President –Jeff called the meeting to order at 10:00 a.m. Lou Ann Bruster was introduced. Lou Ann will be assisting Karen in the IEMSA office as part of an intern project she is participating in with West Des Moines EMS. She will be volunteering 10 hours a week at IEMSA.

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

2. Minutes of April 15, 2004 – The minutes of the April 15th Board of Directors meeting were approved as written. Adam/Hill Discussion – Jeff Messerole addressed the issue of Advisory Committee terms that was brought up at the last meeting and noted in the minutes. Jeff reported that his term is up in July 2004 and Jerry Johnston’s is up in 2005. He also noted that he is still eligible and interested in serving for an additional term. A letter nominating Jeff Messerole for an additional term on the Advisory Council will be sent to Ray Jones at the Bureau by Jeff Dumermuth. Vote to approve the minutes as written - Unanimous

3. Treasurer’s Report – Bruce Thomas – Bruce reported that IEMSA’s financials are looking good and that there are no significant issues. He noted that all line items are in the expected ranges. Motion to approve the Treasurer’s report – Messerole/Jacobsen/Unanimous

4. Executive Director’s Report – Gary Ireland –
 5. Gary met Sen. Tom Latham’s representative at the Algona AED Distribution and discussed funding issues for EMS. Gary was invited to participate in a discussion regarding grants and grant writing at an upcoming meeting. Gary plans to attend the meeting on behalf of IEMSA.
 6. DOT meeting – The Department of Transportation invited Gary to attend a meeting on traffic safety issues on June 23-24. Gary will attend this meeting on behalf IEMSA.
 7. Wellmark – A meeting will be held within the upcoming weeks to continue the discussion about a surcharge on ER visits earmarked for EMS.
 8. IHA – The Hospital Association does not seem to be interested in meeting regarding skills training for currently certified EMT’s in emergency rooms. Gary will continue to pursue such a meeting, however.
 9. Skills USA – A program is being developed for high school/college students to participate in skills challenges, i.e. First Aid. A need may exist for an EMS entity to evaluate the skills challenges (in the form of questions and performances). The timeframe for this event is May 2005. This may be tie in to the Practical Testing process. Gary does not see this as a money maker, but it will certainly be a good PR project. Gary will continue to pursue additional information on this project.
 10. Seeking funding sources through Internet – Gary reported that directories of entities with charitable giving programs are available for a fee. The question was raised regarding return on investment. In the past, our mailing campaigns have not been successful. An issue was raised regarding project funding vs. open request and the lack of attention to cold-call requests. We may want to target the practical testing funding needs in future solicitations

11. Medical Director’s Report – Dr. Alfred Hansen – no report; Dr. Hansen is in the process of moving, but he will still be available for advice until a new medical director is selected.

12. Administrative Assistant’s Report – Karen Kreider – Karen reported on the following:
 13. Many thank-you notes have been received from AED recipients. AED recipients have been very excited about getting the pictures taken at the distribution events and the press release published in their local newspapers. As articles are published, they will be forwarded to the office.
 14. IEMSA’s “800” number is out of service and has been since we transitioned all our 3 telephone service accounts into one. Karen is in the process of getting this number reinstated.
 15. The newsletter is due to be mailed today. We lost the appeal regarding the TIF regulation as it related to the accidental death/dismemberment insurance. We can put directions on how to get more information about the plan, but nothing describing the plan. This was a final decision that cannot be appealed to any other level.
 16. Exhibitor/Sponsor recruitment went out last week. Please provide Karen with any additional contacts she should recruit.
 17. FYI – our newsletter design person just had a baby boy; flowers were sent to her and her family.

18. Ballot - the call for nominations will be published in the upcoming newsletter.
 19. Awards – the call for nominations will be published in the upcoming newsletter.
 20. Patch – Beebe and Funk will publish the Iowa State Patch and rockers in Fundamentals of Basic Emergency Care, Second Edition. Permission was sought through Thompson Delmar Learning and was granted by Jeff Dumermuth. IEMSA will receive credit for providing the patch.
 21. Legal advice – pro-bono legal advice regarding the wording for the Resource CD disclaimer was received from Kent Balduchi. Kent is a former EMT who now practices law in West Des Moines. Kent also offered to provide articles for the newsletter on legal issues that could affect EMS personnel; not only on EMS issues, but issues such as divorce, custody, workers comp. Etc. All we need do is provide direction on what topics for him to cover. He also noted that he could be available to do a workshop, if requested.
22. Bureau of EMS Report – Ray Jones – Ray reported on the following:
23. System Development Grants – Part A – 95 counties responded; 4 did not. The counties that have not responded are: Clinton, Jones, Taylor and Worth. Proposals must be time stamped by 4:00 p.m. (local time) on June 1, 2004. The original and five (5) copies must be submitted to the Lucas Office Building by the deadline or will not be considered. The amount of money available is unknown at this time; some of the funds will not be available until October 1, 2004
 24. HRSA Grant Process for FY 2004-2005 – This process is underway. A concern was raised that EMS be recognized as a Public Safety provider as well as a Public Health provider. There is a short time line for writing the grant.
 25. Draft rules changes are in the final stage and will be distributed some time in June 2004.
 26. Rural AED Grant – The distributions were very successful. Ray offered congratulations to IEMSA for a job well done.
 27. Legislation from 2004 Session and Federal – Ray distributed the 2004 Legislative Summary regarding the Bureau’s activity on SF 2044, SF 2066 and HF 2464.
 28. Staff Changes – Recruitment is in process to fill Joe Ferrell’s former position in the education/training department. The Practical Testing project is on hold until all new staff are hired and acclimated to their positions.
29. Working Committees
- a. Legislative
 - i. State – Ric Jones – Ric reported that 1) parts of the 911 wireless legislation passed, 2) there will be a change in how specialty license plates will be handled; 3) no one targeted EMS negatively in their legislative negotiations; 4) pension legislation will be pursued into the next session; 5) he will try to get a meeting at the Rotunda (EMS Day on the Hill) on the same day as the Leadership conference.
 - ii. National – Mark Postma – no report
 - a. Public Information and Education (PI&E) – Evan Bensley – no report
 - i. Newsletter – Rosemary Adam – Deadline for the next newsletter is July 26; Lori Reeves will provide the continuing education piece.
 - ii. Booth – Melissa Sally-Mueller – no report
 - iii. Web Page – Karen Kreider – The Certificate of Insurance for the Accidental Death/Dismemberment has been put on the home page of the web site.
 - a. Membership – John Hill – John reported on the following:
 - i. A sample of the frames for the Affiliate certificates was circulated.
 - ii. Regional statistics were provided.
 - iii. Resource CD – This product is just about done. A question was raised regarding password protection for the Affiliates. Lee will research this issue. A process to mass-produce the CD will be researched by Lee and Rosie.
 - iv. 5 responses to the Group Purchasing RFP were received. This information will be reviewed and a report made to the board. A Committee recommendation will be presented to the board for their approval.
 - a. Annual Conference – Lori Reeves – Lori reported on the following:
 - i. Sponsorship packets went out last week.
 - ii. Another major speaker, Scott Boelliter, had to pull out of the conference. Dan Limmer may replace him.
 - iii. A meeting with the Polk County Convention Complex (Plex) staff will be held in June. Lori understands that the Plex will not be closing after all, and that it may remain open 10 more years. We will evaluate space needs after the upcoming conference to determine if we should remain at the Plex or move to the Hy-Vee Hall.
 - a. Service Directors/Providers – Roger Heglund – Roger reported that there are currently 43 registrants and \$2800 received for the June 5th EMS Management/Billing workshop. He encouraged the board’s promotion of the event. He noted that a caterer has been selected to provide meals and refreshments. Continuing educations credits are being sought through Mercy School of EMS. Formal hours may not be available, but optional hours should be. Roger distributed information on a **free** Pre-Hospital Pediatric Care workshop that will be held on June 12th at DMACC.
 - b. EMS Training Programs/Education – Evan Bensley –Evan reported that the bylaws issue was reviewed with Jeff Messerole (chair of the Bylaws Committee) and noted that there are 2 options available to make an appropriate

connection with the EMS Training Programs group if that remains the desire of the group. IEMSA will continue to research this issue in an effort to promote collaboration with the Training Programs. Jeff Dumermuth will attend the next meeting of the EMS Training Programs group.

- c. Disaster Preparedness Adv. Committee – Jeff Messerole reported that this committee is no longer meeting and has been absorbed into the Homeland Security Committee.
- d. SEQIC – Melissa Sally-Mueller – Melissa reported that Roberta Baldus has been selected as the new chairperson of SEQIC. She also reported that data elements are being reviewed with the “time of injury” data element as a priority. Roberta Baldus will write an article about this issue for the newsletter. Attendance of IEMSA’s representatives on this Committee is of concern. Jeff Dumermuth will address this issue.

1. Old Business

- a. AED Distribution Update – Jeff Dumermuth – Jeff reported that the distributions went extremely well. He noted that the PowerPoint® presentation was very well made and well received. He reported that he made challenges to attendees regarding personal and affiliate membership, and that memberships in both categories have increased as a result. There was a state EMS representative at every distribution except West Des Moines. Many board members attended as well, and he extended his appreciation to all who pitched in to make the events successful. Jeff also noted that several state and congressional representatives attended. Approximately 25 additional AED’s needed to be distributed to services that were unable to attend any distribution site. Lists and materials were provided to board members for their assistance in distributing these final AED’s.

In an effort to be prepared to present the PowerPoint® presentation at future events, equipment should be purchased and the presentation CD be distributed to all board members. Jeff will e-mail the presentation to all board members. A motion was made (and subsequently amended) to purchase an LCD projector and a laptop; funding to be allocated from the PI & E the Rural AED Grant budgets. Adam/Sally-Mueller/Unanimous

- a. "Membership cards" and electronic recordkeeping for the conference – Brian Jacobsen – Brian reported that Lori, Karen, and he met earlier today with a representative from AAA Technologies. The use, process and draft financial requirements were presented. Brian will present a formal financial proposal at the June Board meeting. A product demonstration was requested. Brian will arrange this.
- b. Office Space – Jeff Dumermuth – Jeff and Karen reported that the arrangement for new office space in the current office building would not be viable and that other options will need to be pursued as larger space is a necessity. A motion was made to authorize the Executive Committee to enter into a lease agreement for appropriate office space within the \$15/sq. ft. range. Jones/Ridge/Unanimous

1. New Business

- a. Jeff D. reported that Steve Noland’s position at Iowa Methodist was eliminated. Jeff noted that Steve wants to continue to serve on Homeland Security Committee.
- b. It was reported that Jerry Simmermaker had an MI and is scheduled for surgery at Methodist.
- c. Brad reported that Mercy did a mass mailing (which included public relations materials prepared by IEMSA) to over 3000 EMS providers in the central Iowa area. He noted that Mercy will be hosting a training officer program for EMS providers in June and that registration information will be distributed via email. IEMSA will extend its thanks to Mercy for including its material in their mailing. Karen will draft the letter for Jeff D’s signature.

1. Adjournment – A motion was made to adjourn at 11:45 a.m. Adam/Fish/Unanimous