

IEMSA Board of Directors Meeting
AGENDA
OCTOBER 16, 2003 @ 10:00 a.m.
West Des Moines EMS
3421 Ashworth Rd.
West Des Moines, Iowa

ATTENDEES:

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

Staff: Gary Ireland, Karen Kreider

Guests: Deb Burke, Joe Ferrell, Julie Gesie, Pete Grandgeorge

Proxies: none required

Excused: Dr. Fred Hansen

Absent:

I. Call To Order - Jeff Dumermuth, President - Jeff called the meeting to order at 10:05 a.m.

II. Determination of Quorum/Proxies - A quorum was determined. All board members were in attendance.

III. Minutes of September 18, 2003 - A motion was made to approve the minutes of the September 18, 2003 Board Meeting as written. Adam/Hill/Unanimous

IV. Treasurer's Report - Bruce Thomas - Bruce reviewed the P & L statement and the Balance sheet. He reported that the bottom line is looking good; that it is currently in the black. Bruce attributed this to timing as conference registrations are arriving steadily. He noted that nothing is outstanding on the expense side and that some items are even a little below budget. He also noted that budget projections are currently at 71% vs the expected 75 % due to the third quarter just finishing up. A motion was made to approve the financial statements as presented. Jacobsen/Messerole/Unanimous

V. Executive Director's Report - Gary Ireland reported on the following:

1. EMS Day on the Hill - The date for this event will be changed from February 19 to February 26. Karen will update the schedule of meeting dates and publish the new dates. EMS Day on the Hill will be held at the same time and same location as previously planned.
2. Permanent Funding Source - Work is continuing with Wellmark.
3. Practical Testing - IEMSA's concept for Practical Testing was presented to the training programs. The meeting was cordial and went well. Gary fielded questions regarding the content of the proposal, bottom line issues and next steps in the process. Gary reminded those in attendance that the next step in the overall process depends on the decision to be made by Bureau of EMS. Jeff Messerole reported that time was spent at Advisory Committee (on the next day) defending IEMSA's position, noting that some at that meeting felt that our process was not completely above board. Jeff Messerole responded by reiterating the process and where it came from, and that information regarding this process had been reported at numerous venues. It was noted that the proposed timeline may have led readers of the concept to believe that it was already done deal. Jeff noted that he felt the dialogue had been good and that IEMSA needs to continue to position itself. It was made clear that IEMSA cannot go further until the Bureau decides whether or not to issue an RFP. It was agreed that it is in the IEMSA board's best interest to pursue this program and respond to an RFP if one is issued
4. Search for Available Grand Funds - the search continues. Gary requested any assistance with seeking these funding sources. He further noted that Lowe's has project grant funds and he has already visited their web site.

VI. Medical Director's Report - Dr. Alfred Hansen - no report

VII. Administrative Assistant's Report - Karen Kreider - Karen reported that conference details are consuming the majority of her time. She has hired a temporary assistant, Colleen Bingman, who is working out really well. Colleen is responsible for entering

data regarding conference registration and membership and will back Karen up while she is away during October 23-27. Karen noted that the room block at the Marriott is completely filled and the one at the Savory is almost filled. Karen will compile a list of hotels near the conference site and post it on the web. In addition, the ballot went out to the NE region only and responses are coming in steadily.

VIII. Bureau of EMS Report - Joe Ferrell reported for Ray. He reminded the Board that Homeland Security Emergency Management Grant proposals are due soon and requested that all board members take this information back to their regions for follow up. Joe deferred to Jeff Messerole regarding the latest information provided through the Advisory Council meeting. Jeff will address those in his report.

IX. Committee Reports

1. Legislative

* State - Ric Jones - Ric reported that a draft Legislative Agenda will be presented at the Annual meeting.

* National - Mark Postma - no report

2. By-Laws - Jeff Messerole - Jeff reported that the By-Laws are available for review on the web site and that a vote to ratify them is expected at the Annual Meeting.

3. Public Information and Education (PI&E) - Evan

* Calendar/Educational Poster - The deadline for submitting conference dates throughout the state has passed. Information received by the deadline will be included in the poster as well as training programs and phone numbers. He is still awaiting the first draft from the designer, and when received, will be forwarded to all board members for their review.

* Promotional Items Purchased - Koozies for beverages will be given away at conference in exchange for a completed membership survey. Pens will be given away, as well.

* Newsletter - Rosemary Adam - Rosie reviewed issues related to the newsletter. She presented a proposal to have future newsletters presented in a 4-color glossy front and back format to catch the reader's eye. She also offered suggestions to enhance the content - promote the profession, provide more info about what is going on throughout the state, provide reports from IEMSA committees, inform readers about items that are going on at the state level, etc. She noted that the pictures on the cover will change quarterly and that the opportunity to purchase advertising will be reinstated in an effort to help cover the increased cost of doing the cover in full color. Rosie requested that more people, board members as well as all IEMSA members, provide articles to be published. She offered assistance to any author, indicating that she and Karen can help write and edit draft articles that are submitted. Potential subjects include a section for thumbs up/down on EMS-related happenings, equipment review, affiliate member highlight, etc. Rosie announced that a request for suggestions for a name of our newsletter will be included on the survey that will be distributed at conference. Reminder - Anyone wanting to submit articles for our final newsletter of the year must get their info to Karen by November 17. Evan indicated that he will write article about calendar poster.

* Booth - Melissa Sally-Mueller - Melissa reported that the new t-shirts are not in yet, but are expected in time for conference. She noted that Lori put together a schedule regarding help at the booth and other duties, and thanked all for being willing to help. She presented a sample of the board shirt that was being ordered and passed around a sign up sheet for sizes.

* Web Page - Karen Kreider - Karen reported that the actual registration form has been pulled from the entire registration brochure for ease in downloading. Updates to the site are processed regularly.

* Membership - John Hill.

a. Individual membership is currently at 1667 and the breakdown is as follows: NC - 222, NE - 293, NW - 144, SC - 339, SE - 369, SW - 260, non-resident - 40.

b. Affiliate membership is currently at 111. The regional breakdown for Affiliate membership is NC - 14, NE - 27, NW - 17, SC - 14, SE - 28, SW - 10. Breaking Affiliate membership down into service level, there are 3 First Responder units, 22 EMT-B's, 16 EMT-I's, and 60 Paramedic units, noting that there is still a big market to tap into.

c. Corporate membership is at 5 members.

d. Survey - John supported the idea of distributing a survey at conference, suggesting that questions regarding IEMSA services/benefits should be addressed.

e. Life Insurance - John reported on the possibility of providing life insurance to the IEMSA membership and asked for the board's input to determine if research in this area should be continued. He noted that a \$10,000 life insurance plan could be offered to IEMSA membership for very little cost. Such cost would be determined by association membership demographics and would include 24 hour, on or off duty coverage, guaranteed for any age, no medical questions asked. He noted that options may be available regarding the scope of the plan. Roger noted that the company that John has researched has been involved with the volunteer side of the EMS/Fire industry and is now pursuing the career side, noting that this company has other products as well.

f. Power point presentation - John reminded the board that providing a PowerPoint presentation to assist in member recruitment has been discussed in the past and that the Membership Committee will take this on as a project.

g. Group Buying - This issue is being researched; he proposed the idea of doing a focus group of Affiliate members at the conference to get an idea of what will be purchased and quantity.

4. Awards - Bruce - Bruce reported that the Awards Committee met to review the award nominations. He noted that several applications in each division were received. Bruce reported that 6 individuals have been nominated for the Hall of Fame award. A decision was made to honor all Hall of Fame award winners as had been done in the past.

5. State Fire Service and Emergency Response Council - Cindy Hewitt - Cindy reported that Roger Heglund & Gary Ireland attended in her place. They noted that a major discussion was held regarding training requirements for fire fighters and how that would impact EMS. The Fire Service Training Bureau will put together rules on how to implement program. Resistance, especially on the volunteer side, was expressed regarding who would actually do and receive the training. Gary noted that the project is a good one and has support from the organization as a whole.

6. Service Directors/Providers - Jerry Johnston - Melissa, reporting for Jerry noted that speakers are being sought for the 2004 Service Director meetings/workshops.

7. Nominating/Elections - Jeff Dumermuth - Jeff reported that only one individual per region, with the exception of the NE region, was nominated for the available board seats. Accordingly, a ballot was sent for that region. Brad Madson will be joining the board from the SC region and the rest of the seats, including the At-Large seat, will be held by returning board members.

8. Annual Conference - Lori Reeves - Lori reported that there are 300 paid attendees already and that IEMSA is way ahead of last year on hotel and conference registrations. She also reviewed and circulated the Conference Task sign up sheet, asking for volunteers to assist with on-site conference tasks such as stamping, registration, booth, etc.

9. 911 Telecommunications - Dennis Bachman - no report

10. Exhibit Hall - Roger Heglund - Response to the vendor solicitation is exciting. 53 vendors have registered, which is 16 more than last year. As a result, income from vendor registration is higher than budgeted by almost \$8,000.

11. Advisory Council - Jeff Messerole - The Council met last week in Altoona.

* "Scope of Practice" addressed issues regarding the QUICKCLOT product, noting that not enough scientific proof exists to support this product, and accordingly, does not recommend it.

* Several airway issues were discussed. The Council felt all should be grouped into bridge airways.

* Special needs groups and transport of special needs individuals was also discussed. The Council may look at a special needs curriculum to address the needs of the special-needs adult/elderly.

* Quality Assurance and Standards presented numerous protocols, including protocols on DNR. Jeff reviewed the protocols and noted that updates for the 2003 revisions can be found on their web page.

* Election of officers - Carlos Falcon is the new chair and Jeff is the vice chair

* Bureau of EMS Medical Director - Bureau representatives addressed concerns regarding the lack of a medical director and asked for the Council's support.

* System Development Grants - Jeff reported that the grant process going to change. Counties will no longer have to apply for part B. This process is being modified; more information will be available in January.

12. State Medical Examiner Advisory Council - Jeff Dumermuth - no report

13. Disaster Preparedness Advisory Committee - Jeff Messerole - no report

14. TSAC - Rosemary Adam - The next meeting of TSAC is October 29.

15. SEQIC - Melissa Sally-Mueller & Nella Seivert - The November meeting was canceled.

16. Homeland Security - Steve Noland - The next meeting of Homeland Security is scheduled for October 27.

17. Heartland Coalition - No report

18. NAEMT - Annual Meeting Report - Jeff Dumermuth - Jeff reviewed the topics discussed at the NAEMT Annual Meeting. He noted that a subcommittee is looking at encouraging the federal government to look at creating a national EMS training academy. He reviewed proposed bylaw changes. Jerry Johnston was re-elected as treasurer

X. Old Business

1. Practical Testing - addressed earlier in meeting

XI. New Business

1. Reinvent Iowa - Rosie noted that she received a letter regarding a program to reinvent Iowa, requesting her participation in a meeting with emergency response leaders in early November. She noted that she is willing to attend the first meeting; Gary will also attend and follow the process.

2. Notification of award winners - A question was raised regarding the notification of award winners to ensure their attendance at the Awards Banquet. Bruce responded that he will be calling the individual(s) who made the nominations - allowing them the opportunity to decide who will notify the award winners and guests.

3. AED Grant - The Bureau has been awarded the AED Grant again. IEMSA will participate in the distribution, education and administration of the grant funds.

4. 2004 Budget - The Executive Committee will meet soon to develop the budget for next year. Committee Chairs were encouraged to provide budgets for their committees to include both income projections as well as expense projections as soon as possible. Contact Bruce with any questions.

XII. Adjournment - A Motion was made to adjourn the IEMSA Board meeting at 11:50 a.m.

XIV. Addendum - Dr. Alfred Hansen has graciously accepted our invitation to become our first Medical Liaison, noting that he looks forward to working with us. He intended to attend this meeting, but his presence was required elsewhere on short notice.