

October 21, 2004
Raccoon River Nature Lodge

ATTENDEES:

Board Members: Evan Bensley, Cheryl Blazek, John Copper, Kirk Dighton, Bill Fish, Roger Heglund, Cindy Hewitt, John Hill, Brian Jacobsen, Ric Jones, Kay Lucas, Jeff Messerole, Lee Ridge, Rod Robinson, Tom Summit, Bruce Thomas

Staff:

Guests: Ray Jones, Curtis Hopper, Marianne Willenborg, Nella Seivert

Proxies: Lori Reeves, Rosemary Adams, Cal Hultman, Karen Kreider, Brad Madsen, Judy Rurup, Chad Thortenson

Absent: Melissa Sally-Mueller, Karen Kreider, Jeff Dumermuth, Rosemary Adam

1. Call To Order – John Hill, Vice President, called the meeting to order at 10:15 a.m.
1. Determination of Quorum/Proxies - A quorum was determined and proxies were noted.
2. Minutes of September 16, 2004 – The minutes of the September 16, 2004 Board of Directors meeting were approved as written, Thomas/Ridge/Unanimous
3. Treasurer’s Report – Bruce Thomas – Bruce reviewed the financial statements reporting that we are at approximately 75% at the end of September. We have exceeded expectations at this point; by the end of next month we will have a better handle on where we are. Standard expenses are in line with expectations; conference and time-related items will be more clearly defined following conference. Overall, we are doing well. Treasurer’s report accepted and approved, Dighton/Summit/Unanimous
4. Medical Director – Chad Torstenson – No report
5. Administrative Assistant’s Report – John Hill reported for Karen on the following:
 - Conference preparation has been consuming the bulk of her time. Colleen is busy processing registrations and membership, leaving Karen to handle the numerous other details. Everything is on schedule. Expect a few improvements regarding registration.
 - The Ballot was sent out as scheduled and votes are coming in steadily.
 - IEMSA has been notified that it will also be distributing AED’s for the 2005 leg of the Rural Access to Emergency Devices Federal grant. Work on this project will begin as soon as a contract is received from the Bureau. A letter of support has been submitted for future funding.
 - The Calendar is progressing quite well. To date, we will be publishing 14 entries.
1. Bureau of EMS Report – Ray Jones –
 2. Budget – No further update at this point beyond what has been reported
 3. Grants –
 - System Development: Part A - all contracts are out except 1
Part B - all contracts in except for 1
 - HRSA – contracts will be out soon at \$7676 for each county
The absolute requirement is mass casualty plans have to be done, with the key element being transport and mass transit agreements. Criteria is similar to last year with HAN included this year. The requirement that only transport services have a computer has been removed so that qualified non-transport services are eligible.
 - RAED - Letters of intent are due December 1, which is considerably earlier than last year.
 - State AED Program – there was confusion with the requirements of this grant. The Bureau of EMS was made aware that they will need to deal with agencies directly. IEMSA committed to assist in making interested organizations aware of where they can get information. Look at legislative file 2464 for further information on this bill.
Jeff Messerole added that there is a position paper on the AHA website to place AEDs in schools and public access areas. Go to www.americanheart.org for more information.
1. Rules – Final draft(s) should be out next week, posted on the Bureau’s website ASAP with

letters going out to all service programs, medical directors and Advisory Committee members. Public hearing December 2, sites will be posted. Suggestions have to be made in writing prior to the hearing.

2. The National Scope of Practice draft document is out. Feedback is being accepted until January 2005. Information can be obtained and the document accessed at www.emsscopeofpractice.org.
3. Rural Agenda for the Future – this document can be accessed at www.nrharural.org.
4. Leadership Conference – scheduled for February 3, 2005 to correspond with IEMSA's day on the Hill. The agenda to include Legislative Issues, Success South Dakota examples of system development, Broselow - peds patients in disasters. Tentative location is Adventureland Park in Altoona.
5. Location change – The Bureau will be moving to the Lucas Building next spring or early summer. They will be located on the SW Corner of 5th floor.
6. System Registry – Ray shared a graph of numbers of EMS providers in Iowa. The bureau will be issuing an RFP for an online database that will have secure provider renewal capabilities and other CQI and information sharing on-line capabilities. This will also aide in knowing what providers are actively serving in EMS and will aide in disaster planning. This system will also enable more timely information distribution by the bureau.

7. Committee Reports

- a. Legislative – Ric Jones - Ric distributed the of 2005 legislative agenda for IEMSA. The list is similar to last year's as the same issues are still a focus. There is a new point Ric wanted to bring attention to: a mandate that Automatic AEDs and trained staff be available at fitness centers and similar facilities in the State of Iowa. Other states have made similar mandates with much success and support. Ric asked for board approval to bring this agenda to the annual meeting for approval. Motion Jones/Fish/Unanimous
- b. Public Information and Education (PI&E) – Evan Bensley – The poster for EMS Conferences should be at the printer
- c. Newsletter – Rosemary Adam – John reported for Rosie on the following: The final newsletter of the year is expected to be mailed on December 10. There may be a delay (a week or so) since the Thanksgiving holiday falls shortly after our conference. The conference will account for much of the content of the newsletter, causing a short turn-around time between the design person and the printer and the holiday will interrupt the printing schedule. Any articles that can be sent to Karen before the November 17 deadline will be greatly appreciated and will help us get the newsletter out as scheduled.
 - i. Booth – Melissa Sally-Mueller – John reported for Melissa on the following: Melissa, Karen and Jeff D. have been identifying new items for the booth and restocking usual items. New items this year will be a thermal mug, a blanket, a wind shirt and a “burnt orange” sweatshirt. The “give away” item will be a key-chain pocket knife. Please make sure to indicate when you will be available to help at the booth during conference. A sign-up sheet will be circulated.
 - ii. Web Page – Karen Kreider – John reported for Karen on the following: Dr. Torstenson's picture and e-mail address have been added to the “contacts” page of the web site.
- a. Membership – John Hill – We have surpassed our goal of 2004 members and are now at 2014 plus.
- b. Annual Conference – Lori Reeves – Cheryl reported in Lori's absence. Pre-con registrations look good. The Marriot room block has been extended due to filling up. Jeff is planning a get together Wednesday evening of the conference, and we will be able to set up Wednesday evening. The conference sign-up sheet was distributed for assistance with conference duties.
- c. Awards – Bruce Thomas – All application have been received. Bruce encourages more nominations and documentation for the future. Bruce would also welcome ideas for next year.
- d. Exhibit/Vendor Hall – Roger Heglund – 42 vendors have registered.
- e. Nominating/Elections – Jeff Dumermuth – John Hill, reporting for Jeff, shared the slate of candidates with the Board.
- f. Advisory – Jeff Messerole – The National Scope of Practice Draft Document was discussed. Recommendations for proposed changes in Iowa's Scope of Practice were discussed. Changes do not go into place until they are effective with a rule change. Procedures for requests for research or concerns for the Scope of Practice Committee are posted on the Bureau's Website, along with EMS Data Collection Fast Facts. A request was made to contact the IHA to present education regarding who can transport a critical care patient.
- g. State Fire Service and Emergency Response Council – Cindy Hewitt – Cindy gave a report regarding the rule making process. They have addressed minimum training standards and a public hearing was held. A regulatory analysis

was done on rules. There are ongoing concerns regarding mandating standards.

- h. SEQIC – Nella Seivert – Data points are 100% compliance with airway maintenance. Autopsies are being done on 60% of trauma patients, however, they are being performed more often on patients with high index of suspicion rather than low index of suspicion. As data is being submitted more now, it will help drive issues in EMS and is a crucial element for patient care issues.

9. Old Business – none to address

1. New Business –

- a. Approval of 2005 meeting dates – John passed out proposed IEMSA meeting dates for 2005 with an additional date of October 20, 2005. No formal action was taken to approve at this time.
- b. National Scope of Practice – John reported that Jeff has requested IEMSA develop a position statement regarding this. Those agreeing to be on this subcommittee are Cheryl Blazek, Lee Ridge (to chair), Kirk Dighton, Nella Seivert, Curtis Hopper. It was suggested to put on the website where to access and download the National Scope of Practice Document and to consider printing out some copies to distribute at the conference.

1. The meeting was adjourned at 12:15 p.m.

Respectfully submitted, Cheryl Blazek