



Board of Directors Meeting Minutes October 20, 2005

ATTENDEES

Board Members: Cheryl Blazek, Kirk Dighton, Jeff Dumermuth, Bill Fish, Linda Frederiksen, Roger Heglund, Cindy Hewitt, Ric Jones, Brad Madsen, Doug Reed, Rod Robinson, Tammy Snow, Tom Summitt, Bruce Thomas

Guests: Julie Scadden, Ray Jones

Staff: Karen Kreider

Proxies: Rosemary Adam, Evan Bensley, John Copper, John Hill, Jeff Messerole, Lori Reeves, Lee Ridge

Absent:

1. Call To Order – Jeff Dumermuth, President – Jeff Dumermuth called the October 20, 2005 meeting of the IEMSA Board of Directors to order at 1:04 p.m.
2. Welcome/Determination of Quorum/Proxies/Call for Conflicts of Interest - A quorum was determined. Proxies were noted. No Conflicts of Interest regarding the Board Meeting Agenda were disclosed. Bruce Thomas noted a conflict regarding the Award Nominees.
3. Minutes of September 15, 2005 – The minutes of the September 15, 2005 Board of Directors Meeting were approved as written. Approved Jones/Thomas/Unanimous
4. Guest Presentations – None
5. Treasurer's Report – Bruce Thomas – Bruce reviewed the financial statements and noted that we are seeing great numbers at 75% of the fiscal year. Bruce added that changes are expected due to conference activity; major areas are time related. Membership is expected to increase with conference registrations. Expenses are at 61% - this is very encouraging. The Treasurer's report was approved as presented. Fish/Blazek/Unanimous
6. Medical Director – Jeff Dumermuth – Jeff announced that Dr. Torstenson must resign due to time constraints. He will fulfill his role at conference as his last responsibility as IEMSA Medical Director. Rosemary Adam assist with the search, possibly tapping the University of Iowa resources.
7. Office Administrator's Report – Karen Kreider – Karen reported that she and Colleen have been focusing primarily on conference tasks. In addition:
 - A new laser printer has been purchased to replace the existing one that died.
 - The ballot went out on time, thanks to assistance from Jared Dumermuth. The only region that required a ballot was the NW region. Candidates for the NW region are John Hill, Julie Scadden and Terry Stecker. The At-Large ballot candidates are Tom Bryant and Ryan Coburn. Responses are coming in steadily.

- 10 Additional AEDs were purchased with funds left over in the Grant Equipment budget. We are working with the Bureau to place these.
8. Bureau of EMS Report – Ray Jones - Ray reported on the following:
- Bureau Chief Vacancy - The candidate search is in process; it is the goal to have a new individual in place before Ray leaves so that Ray can facilitate some training. Jeff has been placed on the interview team.
 - System Registry - The Registry is up and running; Phase II is in process. As the system is accessed, users are encouraged to notify Bureau staff of potential upgrades. A user can now get labels from the web site. This will be especially helpful when IEMSA needs the mailing information for all EMTs in the State for the conference brochure mailing. Demos of the system will be available at conference to. The Health Access Network will also be up and running and available for a demonstration at Conference.
 - Budget Offer – Ray distributed and reviewed a draft of the EMS-related budget issues. This budget is currently in the Governor’s office.
9. Committee Reports - Working Committees
- i. Awards Committee – Bruce Thomas – Bruce reported that the Committee met today to select the winners; names of the winners were shared. A lot of applications were received and there were close races in most cases. Plaques will be ordered, then presented at the Friday luncheon. The Individual/Career and Volunteer award recipients will receive 2-day conference registration certificates and \$50 in EMS bucks to spend in our booth. Jeff noted that we should look at the AAA Star of Life attendance as the gift for these categories if our budget allows.
 - ii. Booth – Karen Kreider (for Melissa) – Merchandise has been purchased to stock up the booth for conference. No new items were added, but new colors of sweatshirts were – in addition to the orange, yellow, grey and blue sweatshirts, we will now have pink, black and safety green. We will be discontinuing the polo shirts and the blankets as they have not been good sellers. Connie Leicher has offered to help out at the booth this year.
 - iii. Legislative – Ric Jones – Ric reported that IEMSA will definitely sponsor the EMS Day on the Hill. It will be February 1st, 2006. Ric noted that nothing has been done with the Leadership conference yet, but that he will work with Roger Heglund and the Service Directors Committee to start the planning process. Ric distributed and reviewed the proposed 2006 Legislative Agenda. Ric has been in conversation with Mike Blouin, a strong EMS supporter and one of the front-running democrats running for Governor. Ric encouraged grass roots communications regularly and often. He plans to share our legislative agenda with IFFA again this year.
 - iv. Public Information and Education – Evan Bensley – Karen, reporting for Evan stated that the Education Calendar Poster is in the hands of the printer. The format is the same as last year. It will be ready in time for conference.
 1. Newsletter – Rosemary Adam – Karen, reporting for Rosie, announced that the deadline for the December 10th newsletter is November 17th. Due to the holidays, it is imperative that all submissions meet that deadline in order to make our printing deadline. Rosie is still looking for an author to write the con.ed. article.
 - v. Membership – John Hill – Karen, reporting for John, announced that membership is currently at 2244. She shared how that broke down between the regions. Affiliate membership is currently at 168, a 14% increase since the mailing of the membership recruitment. We also have a new Gold Corporate Member – Think Safe, Inc. from Hiawatha, Iowa.

- vi. Annual Conference – Brad Madsen – Brad announced that there are 508 paid attendees thus far.
 1. Exhibit Hall – Roger Heglund – Roger reported that the exhibit hall is full and that registration received has exceeded budget.
 2. Entertainment Committee – Lee Ridge – Brad, reporting for Lee reported that the Party at Pitchers will be in a 70's theme. Our own EMS Trivia Pursuit will be played and a DJ will be available for dancing.
 3. Honoring our Own Committee – Tom Summitt reported that 12-15 individuals are being featured in video. The presentation will include an honor guard and will be in the same format as last year.
 4. Brad expressed his appreciation to those who assisted with conference-related projects.
 5. Brad reported that assignments will be handed out at conference and asked that all board members focus on their assigned duties. An issue that comes up frequently in post-conference evaluations is the lack of stampers. We can address this issue by being available and ready.
 6. Brad reported that the evaluation process has significantly changed, 1) individual course evaluations will be distributed at each session and will need to be collected at the end of each session. The overall evaluation will be available on line through computers that will be available at the IEMSA Booth located in the hallway outside of the main exhibit hall.
 7. Concession stands will be available this year to purchase breakfast items as well as lunch on Thursday.
 8. Karen will e-mail board on times to arrive to assist. Any board member intending to stay over wed night to help set up will have that room night paid by IEMSA.
 9. Mercy event – IEMSA will be providing two free drink tickets to all who attend; a cash bar will be available to purchase drinks when the two tickets have been used up.
 10. The procurement of audio/visual equipment is in process. Rob Dehnert will be in attendance again this year to manage this project.
- vii. Advisory Council – Jeff reported that, at the last Advisory Council meeting, Anita Bailey reported on the results of Bureau's survey and their vision for the future of the bureau. A demonstration of the System Registry, from both provider and service perspectives, was provided. All were urged all to visit this site.
- viii. NAEMT – Jeff Dumermuth – Jeff reported that a full NAEMT report will be given by Jerry Johnston at annual meeting.
- ix. Training Programs – Cheryl Blazek – Cheryl reported that this group is continuing to get organized as an Association, noting that they need to research tax-exempt status (how to obtain) and that standing committees have been established and assigned. The latest meeting included a report on CPR Statistics from Joe Ferrell. Cheryl reported that the reinstatement process has changed and that one can contact Joe Ferrell to learn about the process, which includes retesting in practical and written. The next meeting of the Training Programs is 1/10/06.
- x. TSAC – no report

10. Old Business

- Affiliate Membership for Out-of-State Entities – Jeff reported that IEMSA's bylaws will need to be changed if we choose to accept affiliate memberships from out-of-state entities. This subject will be resolved in 2006.

- Scholarship Program – Cheryl Blazek – Cheryl distributed and reviewed the materials she prepared for the EMS Educational Scholarships. Concern was raised by Jeff Dumermuth regarding the scope of practice changes that are coming nationally, which we are supporting – our scholarship program is financially supporting all levels which may not be in existence in the future. This issue was discussed at length and a decision was made to go forward with our program as it is and adjust it when the Scope of Practice changes are finalized. Cheryl noted that scholarships will be provided as follows: half to be paid up front and the final half when the student becomes certified. The IEMSA office will provide notification to the training institute that funds are being awarded. The issue of funding this scholarship program was discussed. It was recommended that:
 - at some point the scholarships should be self-funding
 - an opportunity to make a free-will donation be available during Friday’s luncheon, following Cheryl’s announcement
 - IEMSA amend its budget so that funds from reserves be earmarked for the scholarship
 - receipts (including our with 501c3 status) be provided to donors
 - a check-off box be added to the membership invoices to facilitate the opportunity to contribute to fund

A Motion was made to approve the project and approve the funding process at a cost of \$2300 to be obtained by volunteer contribution and a budget amendment to make up the difference. Jones/Thomas/Unanimous

- A request was made to pay for conference registration for an EMS provider who survived and served during Hurricane Katrina. This woman would be available to help out at the booth, be available to tell her story at the Thursday night event if asked and generally promote the NAEMT Fund Raising effort. Following a discussion on the pros and cons of supporting this request, it was determined that she could dine with us at no charge, but her other costs would have to be taken care of personally. Julie Scadden will communicate with her about the changes that have been made regarding the scope of the NAEMT Fund Raising effort and the cost issues so that she can appropriately evaluate her decision to attend our conference.

11. New Business

- Communications – Jeff Dumermuth – Jeff reported that he was surprised to read about the scope of the silent auction without it being run by board members first. He urged all board and committee members to make sure that projects make it through it appropriate chains of command before announcements are made.
- Silent auction – The scope of the Silent Auction was adjusted to occur Thursday night only. To date, no items have been received for the auction although some people have pledged to donate. The proceeds of this auction will benefit the NAEMT Rescue & Relief Fund. Additional details will be announced at the Annual Meeting.
- Annual Meeting - Jeff Dumermuth – Jeff announced that there will be a change in the reporting format. He reviewed the past process, noting that it got quite lengthy. This year, a written report will be provided to the membership detailing how each board member participated on the board. Traditional reports will still be given verbally; these include Legislative, Financial and Conference. Jeff will provide a “State of the Association” report.

12. Adjournment