



**SDEMTA Executive Council Meeting Minutes
2Q 2013
January 19, 2013
GoTo Meeting**

1. Call meeting to order at 9:38am CST.
2. Roll Call :
 - a. State Officers: Pres Eric Van Dusen, VPres Gary Lembcke, Sec Jennifer Monsen, Treas Margaret Kuipers, Training Officer Kathryn Benton.
 - b. Dist EC members: Dist I Pres Joe Schnell, Dist I VPres Bill Rise-absent, Dist II Pres Tom Lines, Dist II VPres Barb Thaler, Dist III Pres Doug Glover, Dist III VPres Rick Niles-absent, Dist IV Pres Chuck Bell, Dist IV VPres Dale Ringgenberg, Dist V Pres Scott Larson, Dist V VPres Edna Dale, Dist VI Pres Andy Binder, Dist VI VPres Matt Thompson, Dist VII Pres Gayle Klundt, Dist VII VPres Chuck Hanson, IC Society rep Amy Marsh proxy for Kathryn Benton
 - c. Other attendees: Cindy Bohlen, Christy Hornseth
3. Approval/Additions of Agenda (appendix A) :
 - a. Addition to the agenda: American Income Life under old business by Margaret as item 11-e.
 - b. Tom move to approve the agenda with additions. Andy 2nd. MC (01-01-13)
4. Approval of previous meeting minutes:
 - a. Motion to approve previous meeting minutes as recorded by Matt T. Kathryn 2nd. MC (02-01-13)
5. Introduction of new officers :
 - a. State: Jennifer Monsen new Secretary
 - b. Dist I – no change
 - c. Dist II – no change
 - d. Dist III – no change
 - e. Dist IV – Cindy Bostrom new secretary
 - f. Dist V – no change
 - g. Dist VI – no change
 - h. Dist VII – no change
 - i. IC Society - Lea Ann Tatro new secretary
6. Presidents Report:
 - a. Political Committee Chairperson – Maynard has expressed his interest to continue in this role. Eric appointed Maynard for another year. Feb 4th, 2013 is the EMS Legislative Day in Pierre.
 - b. Conference Committee Appointments were tabled until next meeting while Eric takes the time to discuss with the individuals on his list.
7. Vice Presidents Report
 - a. Bylaws, Policy & Procedure Review will take place during the VPres meeting in July.
 - b. EMT Thoughts deadline is the 8th of each month. Please forward information, pictures, etc. to Gary. Please use the vicepresident@sdemta.org email to submit for EMT Thoughts.

8. Treasurer's Report (Appendix B):
 - a. Submission of any outstanding bills
 - b. Account information as of 12/31/2012 (end of First Quarter 2012-2013 FY)
 - i. Total Bank Accounts \$9124.41
 - ii. Education Fund income for this quarter \$2539.14
 - iii. Business Assets \$10,284.28
 - iv. Investment Account \$29,727.82
 - v. Additional details in appendix report
 - c. 679 paid members, 2 associate members, 31 lifetime members for a total of 724.
 - d. Insurance Liability refunded thru the state treasurer = \$182.13 for each district
 - e. We now offer on-line membership payment options
 - f. Past Services of the Year award reimbursements issue is not yet resolved
 - g. Dist IV treasurer reports missing – Chuck Bell to follow-up
 - h. Motion by Gary, 2nd by Amy to accept the report and pay outstanding bills. MC (03-01-13)
9. Secretaries Report
 - a. Jennifer wants to thank Linda Georgeson for her support and assistance with the transition.
10. Training Officer Report
 - a. Kathryn will be going to National Conference to search for National Speakers and ideas.
 - i. 2013 has 2 people already lined up
 1. Self-defense will be on the agenda
 - ii. 2014 will be focus for this trip
 - b. Question: Why do we always go to the NAEMT Conference? Should we be going to other conferences to get new ideas and speakers? Our By-Laws state that the State Training Officer will represent SDEMTA at the NAEMT Conference, so if we want to entertain other ideas, we will still be required to attend the NAEMT Conference.
 - c. Official Trip report will be published in the EMT Thoughts upon completion of the Conference.
11. Old Business
 - a. Invitation to National EMS Association in Oklahoma City
 - i. Previous meeting motion passed to send up to 3 people (Motion 10-10-12).
 - ii. Eric has completed a cost analysis and it would be approximately \$1700 for all 3 people to drive, hotel, and conference fees. 3 people would be Kathryn, Amy, and Eric.
 - iii. This is a reasonable cost and there is no motion required as we stand behind the original motion.
 - b. Faulkton On Line EMT class update
 - i. Written report provided by Keith Sharisky. See Appendix C for detail.
 - c. New project of the monthly education component
 - i. This program is intended to allow on-line tracking of CE credits, print your own certificates as well as on-line continuing education options.
 - ii. June 1st implementation target date.
 - d. EMS Patch

- i. Final Draft (Appendix D) resulted in some minor changes due to cost. One final question is do we want to have a rocker at the top to designate the level of the individual. This will be a discussion between Eric and the State EMS office.
- e. AIL (American Income Life)
 - i. They have donated \$75 toward the EMT of the Year award in the past and plan to continue to provide this in the future.
 - ii. They are offering to do a mailing again this year. Previous year results were 100 cards returned for 1000 mailings.
 - iii. Motion by Gary to table until April. Amy 2nd. MC (04-01-13)

12. New Business

- a. DOH public preparedness info
 - i. Eric explained a system that he has reviewed that could be used for scanning for training as well as a potential triage system for MCIs. Andy has agreed to demo because there are scanners at the Hospital in Spearfish. SD is the only state in the area that is not using a State issued EMS ID with barcodes, etc.
 - ii. This will be further discussed and demo at the July SDEMTA meeting in Pierre.
- b. Additional Topics
 - i. We as an association need to use professionalism when transferring job duties to a newly elected person. The By-Laws provide an overview of duties but more sharing would make the transition process run smoothly.
 - ii. HOSA – This is a Texas based organization and South Dakota is a member. The primary objective of this organization is to promote Health Care professions to High School Students. There is a National Competition along with other interesting activities.
 - iii. 2012 Conference Close Out
 - 1. Financial files were reviewed. Check in the amount of \$21054.72 was received. Feedback forms were given to Andy.
 - 2. Motion by Amy to accept the conference close out. 2nd by Barb. MC (05-01-13)

13. District and IC Reports

- a. Dist I – Various refreshers and EMT classes in process and coming up. PALS/ACLS class coming up.
- b. Dist II – Presented the donation check to HP Trooper Steen. Refresher next weekend.
- c. Dist III – Refresher end of March, PHTLS class, Instructor Class coming up.
- d. Dist IV – Refresher 2nd weekend Feb, April Dist meeting will be in Leola.
- e. Dist V – Refresher March, new EMT class starting, PHTLS in March.
- f. Dist VI – Working on 2013 conference planning, Spearfish getting set-up as core NAEMT location.
- g. Dist VII – EMT class completed, Bison asking for training assistance, Refresher with Dist IV, using on-line meeting for Dist meetings, Kathryn asking to do PHTLS class in Mobridge.
- h. IC – Goal to be mandatory to be an Instructor/Coordinator to coordinate a class.

14. Adjourn the meeting

- a. Motion by Amy, 2nd by Kathryn to adjourn the meeting. MC (06-01-13)
- b. Adjourned at 11:38am central time.

Next Meeting - Saturday, April 20, 2013, GoTo Meeting, 9:30Central, 8:30Mountain

Jennifer Monsen
SDEMTA Secretary

Appendix A: Agenda

SDEMTA Executive Council Meeting

January 19th, 2013 Agenda

9:30am CST/ 8:30am MST

- 1.) Call the meeting to order.
- 2.) Roll Call
- 3.) Approval/Additions of Agenda
 - a. Motion by Kathryn, 2nd by Tom
 - i. Addition
 - ii. Tom Lines motion, andy 2nd
 - iii.
- 4.) Approval of previous meeting minutes
- 5.) Introductions to new officers
- 6.) Presidents Report
 - a. Political Committee Chairperson
- 7.) Vice Presidents Report
- 8.) Treasurer's Report
 - a. Submission of any outstanding bills
- 9.) Secretaries Report
- 10.) Training Officer Report
- 11.) Old Business
 - a. Invitation to National EMS Association in Oklahoma
 - b. Faulkton On Line EMT class update
 - c. New project of the monthly education component
 - d. EMS Patch
 - e. AIL (American Income Life)
- 12.) New Business
 - a. DOH public preparedness info
- 13.) District and IC Reports
- 14.) Adjourn the meeting

Appendix B

Summarized Treasurer Report

Treasurer's Notes

Margaret Kuipers

Treasurer@sdemta.org

The first quarter 20012-2013 for SDEMTA was completed on 12/31/2012.

| | |
|---------------------|---------------------------------|
| Total Bank Accounts | \$ 9,124.41 |
| Education Fund | \$ 2,539.14 income this quarter |
| Business Assets | \$10,284.28 |
| Investment Account | \$29,727.82 |

We ended the first quarter with 679 paid members, 2 Associate members plus 31 Lifetime members for a total membership of 724.

If you have any questions regarding the association financial records, please contact me at the above email address or call 605-357-0727.

Keep warm and be safe.

Appendix C

On-line EMT Class Update

South Dakota Emergency Medical Technicians Association

12/30/12

President Eric VanDusen

Online Education Update.

A lot of milestones have been met since October. Here is a brief update of what is occurring.

A statewide medical director has been found. He is Dr. Alex Falk of Avera St. Lukes Hospital here in Aberdeen. He has consented to this with several considerations. One he understands that the need for Volunteer EMT's in this state is great and as such this is why he volunteered to do this. Dr. Falk did state that he does not want to do a lot of work in this and will be relying on myself to perform and produce quality and professional EMT's. In the event his work load, as related to this, increases he will look for other ways to farm out the medical direction of this class. Until we experiment with this class and find the up's and down's and pitfalls I intend on keeping this relationship as discussed.

The online class has been approved and will officially begin January 31 2013. However I am hoping to have a meeting with the students and OEMS representative on January 26 2013 so that all applications, associated paper work, OEMS criteria and CPR are completed. **01/11/13 I am anticipating that the January 26th meeting may be postponed. Please see the following paragraphs for this thought.** **01/18/13 The January 26th meeting has been canceled. The class will begin as noted in the application, January 31st.**

I have requested one thousand (1000.00) dollars from the SDEMTA to begin setting up of accounts. I will be charging each student five hundred (500.00) dollars to attend the class. Out of this five hundred dollars will be the cost of the books, professional liability insurance, criminal back ground checks, my mileage reimbursement, office supplies and repayment to the association for startup fees. Should there be funds remaining they will be reimbursed back to the student or their sponsor. Thus protecting the

nonprofit status as presented in October. I will not charge a fee for my involvement except mileage. 01/11/13 The startup money from the association has not been received by myself. 01/18/13 the check has been received and a checking account has been set up at Great Western Bank here in Aberdeen. Thank you Margaret for all your help in this.

Several accounts are in the process of being set up and approved by both myself and president VanDusen along with individual companies. These include an affiliation agreement with Sanford Health, Aberdeen Fire and Rescue. Pearson Publications for the actual online portion of the education and books. Verifications for the criminal history back ground checks. The students will be required to purchase their own professional liability insurance; they will be reimbursed after they provide proof to me. 01/11/13 Bound tree medical account has been set, no products ordered as of yet.

We have several individuals committed from the Faulkton Area along with two first responders from Groton. I have decided that this should be the bulk of the first class to see how this works. We will have a host, Faulkton, and an outreach component, Groton. I feel this will give me the ability to see how well the idea works so that in the future more outreach components may be added to a host site. 01/11/13 Currently no set number. This is due in part to no return calls or emails from Faulkton. It has been brought to my attention that the director in Faulkton has been out on sick leave due to a surgical procedure. I do not have a timeline as to when he will be back. Personal note, I am a tad tense as things are getting close. 01/18/13 Have made contact with the host director. He has been out on sick leave and I have not been able to connect with him. Since connecting this past week, we have a confirmed 4 students from Faulkton and 2 from Groton.

I have a meeting planned with Vickie Shrenk of Avera St. Lukes Education department. She has valuable insight as to how the new curriculum was received and taught at the 2012 EMT class. 01/11/13 Both president Bell and myself met with Vickie Shrenk of Avera St. Lukes Education. The only item discussed was the new EMT curriculum. This to include her successes and failures. I took away from the meeting that the new curriculum is difficult for the un-educated student. This being the High School dropout, GED student. Life skill students had no effect. High School Graduates and College and some college students tended to fair better. This concern's me as this is being presented as a self-study, self-motivation class. Another concern is the time frame. Vickie presented a conventional class over three

months and she found that the students still had a hard time with completing assignments and mastery of tasks.

At the time of this update being prepared I still have several major things to accomplish prior to class. They are; packet of information for the student, set up the actual online program as demonstrated and discussed in October, develop an onsite supervisor program- I will admit, with this I am struggling. 01/11/13 I have taken no actions in this paragraph as I am still waiting for other situations to come to completion.

By the time this report is presented to the Executive Council several things will have been completed or begun to facilitate this class. I have been CC'ing president VanDusen with all emails concerning this class so that the executive council may be kept apprised of the class and actions. However if you have specific questions please call me 605-715-9270 or email me at sharisky12@hotmail.com 01/11/13 Several requests have been made of me, our state training officer, and local officers regarding this class. I am excited that we, SDEMTA, are attempting to do this for the states EMT's. I have been answering these requests with the following answer; Until this first class is completed and evaluation done and presented to the OEMS and SDEMTA Executive Council no other individuals are being permitted into class and pending review of the evaluation's this class may be brought state wide by September or October. My current goal is to present the findings to the Executive Council at the July meeting.

Thank you all in advance for allowing me to work or attempt this project for the association.

Keith A Sharisky

Appendix D

EMS Patch Updated design

