



**SDEMTA Executive Council Meeting Minutes**  
**3Q 2013**  
**April 20, 2013**  
**GoTo Meeting**

1. Call meeting to order at 9:30am CST.
2. Roll Call :
  - a. State Officers: Pres Eric Van Dusen, VPres Gary Lembcke, Sec Jennifer Monsen, Treas Margaret Kuipers, Training Officer Kathryn Benton-absent.
  - b. Dist EC members: Dist I Pres Joe Schnell - absent, 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-absent, Dist VII VPres Chuck Hanson, IC Society rep Amy Marsh proxy for Kathryn Benton
  - c. Other attendees: Mike Steffen
3. Approval/Additions of Agenda (appendix A) :
  - a. Addition to the agenda: Move New Business after Old Business, Add Award Nominations to Old Business as item 10-e, Add Bids for 2018 conference to New Business as item 12-b, Add EMS Week to New Business as item 12-c, Add EMSC to New Business as item 12-d, Add 2013 Conference as Item 11 and subcategories Budget as item 11-a and registration as 11-b.
  - b. Motion to accept agenda with additions by Andy B., 2<sup>nd</sup> by Matt T. MC (01-04-13)
4. Approval of previous meeting minutes:
  - a. Motion by Gary L., 2<sup>nd</sup> by Barb T. MC (02-04-13)
5. Presidents Report
  - a. Appointment of Conference Committee – Eric has recommended that members of this committee are not EC members. The following appointments are communicated:
    - i. Amy Marsh – lead, Brian Hambeck – 2<sup>nd</sup> lead, Jeremy R. – Dist I, Edna D. – Dist V.
    - ii. Dist III, IV, & VII need to provide recommendations to Eric for appointment.
6. Vice Presidents Report
  - a. EMT Thoughts submissions – make sure to include captions with all photos.
  - b. There will be a VP meeting on Friday prior to the July EC meeting to review By-Laws and Policy.
7. Treasurer's Report
  - a. Submission of any outstanding bills
  - b. Account information as of 03/31/2013 (end of Second Quarter 2012-2013 FY)
    - i. Total Bank Accounts \$26,799.29.
    - ii. Education Fund income for this quarter \$2943.72
    - iii. Business Assets \$10,784.28
    - iv. Investment Account \$31,332.69
    - v. Additional details in appendix report
  - c. 889 paid members, 3 associate members, 31 lifetime members for a total of 922.
  - d. Membership payments have been made to Dist III, V, and VI.
  - e. EMS Legislative Day Bills – American Red Cross paid the pizza bill from the social.
  - f. All Dist Treasurer meeting will be scheduled through on-line meeting prior to the July EC meeting. Margaret to provide details.

- g. Motion by Chuck H., 2<sup>nd</sup> by Amy to accept the report and pay outstanding bills. MC (03-04-13)
- 8. Secretaries Report
  - a. All Dist Secretary meeting to be scheduled prior to July EC. Format TBD.
- 9. Training Officer's Report
  - a. Andy provided an update on the 2013 speakers. It has been requested that they include a drug refresher class to let everyone know what is new in meth and other drug use.
- 10. Old Business
  - a. American Income Life Mailer
    - i. You are not required to send in the card that comes in the mailing to get the coverage. It is automatic for all SDEMTA members. If you are getting repeated calls from AIL trying to set-up an appointment, please let your Dist or State President know. Please provide enough detail for them to notify AIL for resolution.
    - ii. Motion by Barb T. to renew the contract with AIL and provide last 2 years SDEMTA membership list. 2<sup>nd</sup> by Tom L. MC (04-04-13)
  - b. Oklahoma National EMSA Meeting
    - i. Due to weather, this trip was cancelled. There might be another opportunity later in the year.
  - c. Faulkton On Line EMT class update
    - i. Final Test on April 28<sup>th</sup> in Faulkton. Coordinator final report to be provided at July meeting.
  - d. Conference Certificates
    - i. All requests have been sent. The State office has been provided a copy of all attendee certificates.
    - ii. Incorrect email addresses provided the most difficulty in providing certificates to attendees.
  - e. Award Nominations
    - i. Many of them are due July 1<sup>st</sup>. Please encourage your Districts to submit nominations for all award categories. Forms and instructions can be found on the SDEMTA website.
    - ii. Lifetime membership nominations – requirements include membership >10 years, active in EMS, promote EMS, participate in conferences and training, etc. If you have any questions, please contact Margaret.
- 11. Conference 2013 Update
  - a. Budget – Andy presented a proposed budget. There were several amendments suggested but overall looked reasonable.
  - b. Registration forms and pricing – Andy presented the registration forms for review. Primary registration will be on-line. There will be a paper form available if needed but we are discouraging this method. Pre-conference classes and registration will be handled by the conference committee similar to previous conferences. Conference fees = \$135 for full conference.
  - c. Motion by Tom L. to approve the registration form and fee schedule. 2<sup>nd</sup> by Gary L. MC (05-04-13)
- 12. New Business
  - a. Conference Rooms Pricing
    - i. Room rates begin at \$80 and go up from there. Andy has the details and is currently working with the Rapid City CVB to secure additional rates and hotel blocks. It should be noted that our contract is only for a portion of the rooms at the host hotel. They have been taking reservations for the rooms not under contract.
  - b. Conference Bids at July meeting - 2018
    - i. We will accept bids for the 2018 Conference at 1pm at the July EC meeting. Please take this back to your Districts and invite your communities to bid.

- c. EMS Week
  - i. The week of May 20th is EMS Week. Please promote EMS in your communities.
  - ii. May 22nd is EMSC Day and the EMSC is again hosting a competition. Please contact Amy for questions.

13. District and IC Reports

- a. Dist I – no update.
- b. Dist II – Dist meeting this evening with Conference 2014 committee planning. Refresher turnout was 136.
- c. Dist III – no updates.
- d. Dist IV – Refresher turnout was good. Due to blizzard conditions, GoTo Meeting was used for Sunday training with Sanford doctors out of Sioux Falls. This worked well.
- e. Dist V – Next mtg May 18<sup>th</sup> with continuing education.
- f. Dist VI – Conference 2013 keeping everyone busy. Spearfish EMT class this summer. Testing some distance education options. Patch design winner was from Dist VI and has not received the monetary award approved in July 2012 EC minutes. Margaret to process payment.
- g. Dist VII – no updates.
- h. IC – SDEMTA website has a Training Calendar. Please forward your training information to Kathryn or Tom to add.

July EC meeting in Pierre. Please contact Gary if you would like to camp with the SDEMTA group.

14. Adjourn the meeting

- a. Motion by Chuck B, 2<sup>nd</sup> by Matt T. to adjourn the meeting. MC (06-04-13)
- b. Adjourned at 11:12am central time.

Next Meeting – 9:30am, July 20<sup>th</sup> in Pierre, SD.

Memorial Service at 11am.

2018 conference bids at 1pm.

Jennifer Monsen  
SDEMTA Secretary

# Appendix A: Agenda

SDEMTA Executive Council Meeting

April 20th, 2013 Agenda

9:30am CST/ 8:30am MST

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2. Roll Call
3. Approval/Additions of Agenda
4. Approval of previous meeting minutes
5. Presidents Report
  - a. Appointment of Conference Committee
6. Vice Presidents Report
7. Treasurer's Report
  - a. Submission of any outstanding bills
8. Secretaries Report
9. Training Officer's Report
10. Old Business
  - a. American Income Life Mailer
  - b. Oklahoma National EMSA Meeting
  - c. Faulkton On Line EMT class update
  - d. Conference Certificates
  - e. Award nominations
11. Conference 2013
  - a. Budget
  - b. Registration
12. New Business
  - a. Conference Rooms Pricing
  - b. Conference Bids at July meeting
  - c. EMS Week
13. District Reports
14. Adjourn the meeting

# Appendix B

## Summarized Treasurer Report

Treasurer's Report

Margaret Kuipers

[Treasurer@sdemta.org](mailto:Treasurer@sdemta.org)

The second quarter 2012-2013 for SDEMTA was completed on 03/31/2013.

|                     |                                  |
|---------------------|----------------------------------|
| Total Bank Accounts | \$26,799.29                      |
| Education Fund      | \$2,943.72 (income this quarter) |
| Business Assets     | \$10,784.28                      |
| Investment Account  | \$31,332.69                      |

We ended the second quarter with 3 associate members, 889 paid members and 31 lifetime for a total of 922 members.

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

Have a safe spring and summer.