

SDEMSA Executive Council Meeting Minutes

July 23rd, 2016

Pierre, S.D.

Pierre Fire Department 09:00

- 1.) Meeting Called to order 09:03 by President VanDusen
- 2.) Roll Call
 - a. State Officers Present: President Eric VanDusen, Vice President Gary Lembke, Secretary Andy Binder, Treasure Margaret Kuipers, Training Officer Ruth Airheart
 - b. District Officers:
 - i. District I: President Joseph Schnell, Vice President Bill Rise
 - ii. District II: President Barb Thaler, Vice President Kurtis Nelson
 - iii. District III: President Doug Glover, Vice President Proxy Sina Glover
 - iv. District IV: President Chuck Bell, Vice President Absent
 - v. District V: President Scott Larson, Vice President Edna Dale
 - vi. District VI: President Matt Thompson, Vice President Elizabeth Verhey
 - vii. District VII: President Absent, Vice President Chuck Hanson
 - viii. IC Society: President Katheryn Benton, Vice President Absent
- 3.) Approval/additions to agenda
 - a. Insert at start of President's Report – Guest Speakers
 - i. Statewide EMS Education System Updates Presented by Travis Speirs & Robert Bass
 - ii. Screening America Presentation
 - b. Insert New Business Item C – Conference Speakers
 - c. Insert New Business Item D – EMS World Expo Registration
 - d. Doug Glover moved, Elizabeth Verhey second to approve the agenda as amended. Majority voice vote, MC – 160723-1
- 4.) Approval of previous meeting minutes
 - a. Chuck Hanson moved, Matt Thompson second to approve the April meeting minutes as submitted. Majority voice vote. MC – 160723-2
- 5.) President's Report
 - a. Guest Speakers
 - i. EMS Education Travis Speirs & Robert Bass presenting:

With the federal funding grant drying up last year for the Statewide EMS continuing education various options for continuing this education have been evaluated. A request to extend full funding has been granted this year and will expire September 30th. Application is in to extend funding for next year (starting October 1st), however it remains unclear what will come in for money and what extra strings will be attached.

Sanford Health EMS Education is continuing to work with Office of EMS to find affordable ways to continue to provide monthly education to services statewide.

The current proposal presently with Office of EMS for review includes live video broadcast monthly classes and to have live broadcast Monday through Thursday of each week to meet the needs of each service's scheduled trainings. Asking for a web cam to be added at each service for direct interaction with the students and instructors.

There will be ten (10) live sessions per year with recording for later individual review.

Due to unclear funding moving forward the proposed program will be a fee for service program set at \$10/month for 10 sessions or \$100/year.

Robert Bass introduced as Eric VanDusen's replacement in Sanford EMS Education. Mr. Bass will be working on IT, LMS development and lesson plan development initially.

In continuing discussion amongst the SDEMSEA Executive Council it was noted that many services around the state really do not have a viable plan or option for continuing education beyond the present and future statewide program. This information presented should be passed on to all area services.

ii. Screening America – Ann Thompson presenting:

Request for the SDEMSEA to endorse Screening America pediatric cardiac screening. Executive Council discussion included topics of Screening America endorsement, pediatric cardiac screening general endorsement and Adam Thompson Foundation endorsement. Action Pending

10:45 a.m. – Motion to recess for Memorial and Lunch 10:45 a.m. to 12:45 p.m. by Margret Kuipers, Second by Sina Glover. Majority voice vote. MC 160723-3

12:45 p.m. Re-convene Called to Order by President VanDusen

Roll Call All present as above

b. Sponsorship/Partnership follow-up from April- Discussion/Action

- i. President VanDusen has not heard back from Avera on large sponsorship as yet. Follow-up contact will be made to determine if they still intend on a large sponsorship.

c. Awards – Discussion

- i. Out of state voting assistance – President VanDusen reintroduced the topic of award voting, concerns over “good old boy” mentality and the possibility of having out of state EMS associations assist in the award voting process. During last night's President's meeting it was suggested that all award voting be sent out of state similar to that seen from Kansas and other state association. Discussion included concern regarding current Policy and Procedure officer requirements vs. changing such requirements. Additional comments addressed Officers performing their duties to gather more nominations. This topic will be re-addressed in October.

13:00 Move to Scheduled Conference Bidding Presentations for SDEMSEA Conference 2021

1. Bidding Presentation from Ramkota Hotel & Conference Center – Pierre, SD
2. SDEMSA Executive Council Discussion and Conference 2021 site selection
 - a. Chuck Hanson moved & Bill Rise seconded to select the Ramkota Hotel & Conference Center – Pierre, SD as the 2021 conference site. Majority voice vote, MC 160723-4

13:45 Returned to regular agenda.

- d. Conference EC Gift – Action
 - i. Discussion continued from the April meeting regarding an official challenge coin being the EC Gift.
 - ii. Motion for the EC Conference Gift to be an official challenge coin for this year's conference made by Katheryn Benton, Second by Doug Glover. Discussion. Motion Amended to limit the price per coin to \$10 each. Majority voice vote. MC 160723-5
 - e. On-Line voting follow-up from April- Action
 - i. Discussion was continued from the April meeting regarding the options for moving voting, including officers selection, to an online voting system. President VanDusen to reach out to other state associations and continue investigating this possibility
 - f. Conference App - Follow-up from April – Action
 - i. Discussion continued from the April meeting regarding the use of a Guidebook smart phone application for conference guide and information. Review and evaluation of President VanDusen's demo app continued. The cost for less than 200 people is free for uses. Motion to utilize the Standard (free) version of the Guidebook App for the Conference 2016 made by Andy Binder, Second by Elizabeth Verhey. Discussion. Majority voice vote. MC 160723-6
- 6.) Vice President's Report
- a. EMT Thoughts – Please continue to submit articles and materials. Communicate any concerns regarding missing names and/or duplicates.
 - b. By-Law Change Proposals

Proposed change #1:
ARTICLE V: Committees
Section 2. Association Ad Hoc Committees
Subsection 1. Nominations Committee
 - a. *Shall be comprised of at least two (2) members appointed by the President of the Association.*
 - b. *Shall be responsible for recruiting candidates for state office positions.*

Proposed Change #2:

ARTICLE IX. Parliamentary Procedure:

Section 1. *The current version of Robert's Rules of Order shall apply and govern guide all matters of procedure not previously covered in these Bylaws.*

c. Policy and Procedure Change Proposals & Actions

1. **JOB DESCRIPTIONS**-Updated current mileage to forty five (\$.45) per mile.
2. **JOB DESCRIPTIONS**-Updated room reimbursement to \$85+ tax or actual cost with receipt, whichever is less.
3. **Vice Presidents:**
 - a. Will Chair the *Constitutional Revisions Committee Resolutions and By-Laws Committee*
4. **Secretary:**
 - a. Will attend and take minutes for all meetings of the Executive Board Council.
5. **Treasurer:**
 - f. ~~Will be required to attend quarterly Executive Council meetings as a voting member and will be reimbursed mileage at the State of South Dakota reimbursement rate.~~
6. **District President:**
 - i. *Will appoint a District Training Officer and any other positions deemed necessary by the district.*
7. **ELECTIONS:**
 1. It shall be the policy of the SDEMSEA that the election of State Officers and the considerations of changes to the By-Laws shall be carried out by the membership body at the Annual Training Conference.
 2. *Elections shall be managed by the Credentials Committee.*
 4. All ballots shall be ~~marked stamped~~ with ~~the an~~ official SDEMSEA stamp mark.
 8. ~~A copy of the ballot, with numbers~~ *Results of the elections* will be kept with the official records.
 8. **The Lifetime Membership Application footnotes updated to:**
 - A. Nominations for lifetime membership shall be made to the state executive council ~~prior to at the annual conference convening~~ *3rd Quarter Executive Council meeting.*
 9. **There are various grammatical and punctuation corrections being made that do not change the intent of the Policy/Procedure.**

- i. Motion to raise room rate to a maximum of \$85 per night and mileage rate to \$0.45 per mile in the related sections of the Executive Council Job Description. Discussion. Majority voice vote. MC 160723-7
- ii. Motion to accept all additional policy & procedure changes as presented made by Andy Binder, Second by Doug Glover. Majority voice vote. MC 160723-8

7.) Treasurer's Report

- a. Financial Report
 - i. Total Bank Accounts: \$29,001.66

- ii. Education Fund: \$1652.70 income this quarter
 - iii. Business Assets: \$10, 470.00
 - iv. Investment Account: \$36, 567.54
 - b. Membership Review: 1016 paid members, 1 associate & 40 lifetime members. Total membership 1057
 - c. District Financial Reports
 - d. Motion to accept the Treasurer's report as submitted made by Gary Lembke, Second by Bill Rise. MC 160723-9
 - e. Submission of bills: Motion to accept and pay bills as submitted and presented made by Barb Thaler, Second by Sina Glover. Majority voice vote. MC 160723-10
- 8.) Secretaries Report
- a. Memorial Service – Thank you for submitting names throughout the year and please keep them coming. A master list of names to be included in the Conference Memorial will be sent out to the districts for review prior to the October conference to ensure that we have a complete list.
- 9.) Training officers Report
- a. Communication out to a number of the national speakers and will be moving forward with those as they come in.
 - b. Keep sending in notification of trainings coming in to be published in the Thoughts
- 10.) Old business
- a. 2016 conference update – planning and preparation is going well with registration to open after the early August Conference planning meeting. The Committee will communicate
 - b. Honor Guard – Steve Hanson is continuing development
- 11.) New Business
- a. Proposal for EMT Conference 2021 by hosting cities at 13:00
 - i. As inserted above per scheduled time
 - b. 2016 Lifetime Membership Nominations & Selections
 - i. Nominations for Lifetime membership presented for: Kathy Chesney, Joseph Schnell. Dave Bore. Linda Georgeson & Julie Rauscher
 - ii. Motion to vote on all 5 nominations as presented in one group rather than individually made by Andy Binder, Second by Doug Glover, Discussion. Majority voice vote. MC 160723-11
 - iii. Motion to approve all 5 nominations as presented made by Kathryn Benton, Second by Barb Thaler. Majority voice vote. MC 160723-12
 - c. Conference Speakers: A request for clarification that any district may send people to national conferences at their own expenses to help bring back suggestions for conference speakers. Discussion was had and noted that the bylaws clearly state the State Training Officer responsibilities. Additionally noted that this does not limit others from attending and making recommendations.
 - d. EMS World Expo Registration: Discussion continuing from April meetings. The SDEMSEA has again partnered with the EMS World Expo as noted in the April meeting.

12.) Re-address endorsement request from Screening America as presented earlier

- a. Move to endorse the Adam Thompson Foundation made by Katheryn Benton, Second Scott Larson. Majority voice vote. MC 160723-12
- b. Discussion opened regarding endorsement of Screening America. Item tabled until the October meeting.

13.) District Reports

- a. District I: Working on conference and normal meetings. Training this coming quarter during the regular meeting planning in process.
- b. District II: Taking the normal summer break with the next meeting in September to include officer elections. Continuing to plan and prepare for the annual banquet. Chad is looking and training options in District II to help assist the district services with monthly education.
- c. District III: Completed a couple of EMT courses. Another EMT starting in Platte in September, anyone interested in joining speak with the district officers. Stickney has opened a new ambulance service.
- d. District IV: No Report
- e. District V: Next meeting will be Onida August 20th with training on farm trauma with tractors and combines.
- f. District VI: Recovering from Conference and getting ready for Rally Week.
- g. District VII: PHTLS going on. And Mobridge looking at either an EMT or AEMT course soon.

14.) IC Society Report: Continued with the online EMT class seven (7) have taken the course thus far. More students starting soon, including 4 national guardsmen who are in Kuwait, currently taking the course. The plan is to continuing with two consecutive classes every year. Working with Emergency Management to bring in a TCCC course. A LEFR course to be added to pre-conference. Changed the Instructor of the Year Award to a Lifetime Achievement Award to allow for a broader use. An IC Class is scheduled for September 9-11 in Chamberlain. Seatbelt surveys completed, waiting on payment.

15.) Adjourn Meeting: Motion to adjourn Barb Thaler, second Matt Thompson, MC MC 160723-13