

SDEMSA Executive Council Meeting Agenda

July 22nd, 2017

Pierre, S.D.

Ramkota Hotel, Lake Sharpe 0900



Call meeting to order – 09:10 July 22nd, 2017

Roll Call

State Officers:

President – Eric VanDusen, Vice President – Gary Lembcke, Secretary – Andy Binder, Treasurer – Margaret Kuipers, Training Officer – Ruth Airheart

District Officers

District I: President – Joe Schnell, District I Vice President – Bill Rise

District II: President – Barb Thaler, District II Vice President – Kurtis Nelson

District III: President – Doug Glover, District III Vice President – Katheryn Benton

District IV: President – Keith Sharisky, District IV Vice President – Absent

District V: President – Brian Ring proxy for Scott Larson, District V Vice President – Edna Dale

District VI: President – Matt Thompson, District VI Vice President – Elizabeth Verhey

District VII: President – Katelynn Roesler, District VII Vice President – Chuck Hanson

IC Society: President – Proxy Sina Glover for Katheryn Benton, IC Society Vice President – No Proxy

Approval/additions to agenda

Doug Glover moved to approve the agenda, Second by Joe Schnell. Majority voice vote. MC 170722-1

Approval of previous meeting minutes

Chuck Hanson moved to approve the previous meeting minutes as submitted. Second by Elizabeth Verhey. Majority voice vote with three abstained. MC 170722-2

President's Report

MedMedia to ImageTrend Transition

President VanDusen requested Matt Thompson provide update and information regarding the State of South Dakota's Office of EMS transition from MedMedia to ImageTrend for data collection and electronic health records.



- The data sets and information are being built at present with more information to come regarding this transition and statewide training.
- The State of South Dakota will pay the licensing fee.
- The State EMS Office is looking for a January 1st rollout however the specific details remain pending.
- The State of SD will transition to NEMSIS 3 data set January 1st, 2018.
- President VanDusen requested that everyone present return to their districts and share information regarding this new EHR platform, the need for each and every provider to enter their own reports and the need for all EMS systems in the state to use the system and submit data.
- Keith Sharisky asked for information regarding ImageTrend's interoperability with other programs such as CAD and FireHouse. Matt Thompson noted that ImageTrend is capable of working with a number of difference programs, many of which are listed on their website (<http://www.imagetrend.com/>).

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

President VanDusen opened the floor for discussion regarding how the Association would like to move forward with the ongoing efforts to seek Association and/or Conference Sponsorships/Partnerships. With the idea of looking to develop ongoing relationships with potential sponsoring agencies and organizations. Discussion Included:

- Questions of how these sponsorships would be used where raised and surrounded the topics of education, conference, and other more general association needs.
- A noted caution was raised regarding what the sponsoring agencies may want in return for their sponsorship (Ex: Logo use, advertising, mailing list use, etc.).
- It was noted that there is a need for a group of individuals to move forward with this in a more formal way. Eric VanDusen, Katheryn Benton, Margaret Kuipers, Matt Thompson, Elizabeth Verhey, & Kevin Heath all volunteered to take on the task.
- President VanDusen formed this ad-hoc Sponsorship Committee with the above noted individuals and requests that this committee develop a working plan to be presented at the October EC Meeting.

National Awards Vs SDEMSEA Awards – Discussion/Action

President VanDusen provided a review of the prior discussions on the topic of adopting all NAEMT national award titles at the State Association level. The intention has been to



highlight more of EMS and lift up all provider levels and service/agency types in the state (Ex: EMT, Medic, Volunteer, Paid, etc.). Discussion followed.

- A concern was raised regarding the present and historic shortage of award candidates.
- Discussion included a general agreement that nominated individuals should be members of the Association.
- Specific to the idea of adding a Military Medic of the Year Award, concern was raised regarding the number of military medics who are also members of the association. Keith Sharisky noted that he is well aware of a number of military members who attend Association conference and are members.
- Mr. Sharisky continued to state that all levels of awards being looked at for addition are of value and should be added to the SDEMSA Awards offered.
- President VanDusen clarified that the current effort is looking to add: Paramedic of the Year, Volunteer Service of the Year, Career Service of the Year and Military EMT of the Year
- Discussion continued to look at how these new awards and the past awards should be enacted, advertised and applied for.

Keith Sharisky moved to table this discussion until the October meeting. Second by Elizabeth Verhey. Majority voice vote. MC 170722-3

Out of state voting assistance for current awards – Discussion/Action

President VanDusen and Vice President Gary Lembcke both reported that voting for their respective awards went well and they do not feel any voting assistance would be need at this time

Conference EC Gift – Discussion/Action

Discussion continued from previous meetings reference continuing with an annual conference challenge coin as has been done the past two years. It was noted that Gary Lembcke will work on design development and send options to EC via email for final approval.

Keith Sharisky moved to use the challenge coin as the EC Gift for this year's conference. Second by Matt Thompson. Majority voice vote. MC 170722-4

On-Line voting follow-up from April – Discussion/Action

Vice President Lembcke reported that on-line voting was discussed at the annual Vice President's meeting. Due many challenges and concerns raised the idea has not been included in this year's rules update.



EMS World Expo – Discussion/Action

As noted in previous meetings the SDEMSEA has partnered with the EMS World Expo. The Association has posted the EMS World Expo on www.sdems.org. This year's Expo is in Las Vegas, October 16-20, 2017. Included in this partnership the Association is granted free registration for three (3) individuals to attend the conference. Additionally all active Association members are granted free admission to the vendor areas at the Expo

As previously discussed the Association will be sending the State Training Officer – Ruth Airhart, a representative from District II as they are hosting next year's conference and one addition person, as yet undetermined. Interested parties to notify President VanDusen

The previously discussed SDEMSEA Motorcycle Raffle to be held at the EMS Expo will not happen this year. The members charged with investigating this project will continue to move forward with this for next year. Further updates to follow in future meetings.

A reminder was made that SAVVIK will reimburse \$1,000 for one SDEMSEA member to attend the EMS World Expo as part of the ongoing partnership between the SDEMSEA and SAVVIK. The person attending will need to attend the two SAVVIK breakfast sessions (October 18th & 19th)

President VanDusen made an addition note that he has been asked to be part of an SAVVIK Industry Board. And will be at the Expo as part of this.

REPLICA-Discussion

President VanDusen reported that Recognition of EMS Personnel Licensure Interstate Compact Act (REPLICA) has the minimum number of states to move forward at a national level. The SDEMSEA needs to look at State legislation and help to push forward with this in South Dakota. Mr. Sharisky spoke to the importance of REPLICA and interoperability between states.

Gary Lembcke moved to have President VanDusen write a letter of support for REPLICA to be issued to all interested parties in the State of South Dakota. Second by Keith Sharisky. Majority voice vote. MC 170722-5

CPR in Schools – Discussion

President VanDusen noted as reported in the April EC meeting the CPR in the Schools legislation has passed, now requiring Hands-Only CPR as a requirement for high school graduation. South Dakota is the 36th State to pass such a law. Through grant monies the AHA will be working to place CPR in the Schools kits in every SDEMSEA district with the District President and/or Training Officer. These kits are intended to be a resource for the schools to help fulfill this requirement.



District II and VI have each received eight (8) kits (as they include Sioux Falls and Rapid City), with the remaining kits being evenly dispersed amongst the other districts. An additional 17 kits were later issued to the Sioux Falls area from additional monies later acquired by the AHA in support of this effort.

As noted in previous meetings each district is responsible for these kits to be made available to their areas schools for CPR in the Schools education.

Golf Tournament Request – Discussion/Action

President VanDusen reported that he has received a phone call from Tom Lines' son John, who asked if the Association would sponsor an annual golf tournament in honor of Tom. President VanDusen opened the floor for discussion regarding the idea.

A question of the cost to the association and where the money would come from was raised. A note was made on the possibility of this making a profit in the future as it is further developed. Consideration was raised on the possibility to “pass the hat” at this year’s conference as a way to build a funding base to initiate this event.

A concern was raised regarding future requests such as this and how the association should address such requests.

It was noted that Tom Lines served the association as a very active member for many years and was certainly deserving of recognition and remembrance.

Additional discussion surrounded naming such a tournament in memory of Tom versus a more general SDEMSA tournament with special recognition at the tournament for

Barb Thaler moved to pursue an annual golf tournament with name to be determined at a later date. Second by Elizabeth Verhey. Majority voice vote. MC 170722-6

Flipcause – Discussion

As announced previously funding for education has stopped. President VanDusen has received information from Flipcause (<https://www.flipcause.com>) regarding their fundraising tools. General information includes an estimated \$900 annual fee for use of the system. A suggestion was made that the Sponsorship Committee look into this further. With reports to follow.

Elizabeth Verhey moved to have President VanDusen further research this and bring information to the Sponsorship Committee. Second by Bill Rise. Majority voice vote. MC 170722-7



Vice President's Report

EMT Thoughts

Vice President Lembcke requested that people keep articles coming in. If you are getting duplicates or need an address update let Margaret Kuipers or Gary Lembcke know they will try to resolve the issues. It was noted that some such issues may not be correctable.

Constitution & By-Law Changes

It was reported that the Vice Presidents have worked hard to compare the By-Laws and Policy & Procedures against each other to removed redundancies, clean up language and update information for consistency with the current affairs of the Association. Mr. Lembcke provided a verbal report of the extensive list of proposed changes and requested that the full typed list be included in the meeting minutes. See Appendix A: Proposed SDEMSEA Constitution and By-Law Changes for 2017

Policy and Procedure

In addition to the above proposed Constitution and By-Law changes the Vice Presidents are finalizing a list of proposed Policy & Procedure changes to be fully presented during the October EC meeting. Most of these proposed changes are related to grammar and format.

Treasurer's Report

Financial Report

Budget to remain as is with the exception of the loss of the education funding.

- Total Bank Accounts: \$37,099.92
- Education Fund: \$4,542.00 income this year
- Business Assets: \$9,070.00
- Investment Account: \$40,864.10
- Membership numbers
 - 1008 Total Membership
 - 957 Paid Members
 - 6 Associate Members
 - 45 Lifetime Members

Budget Report

INCOME	Budgeted	Actual 6-30-2017
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Conference (Programs)	\$12,600.00	\$29,102.71
Memberships*	\$30,000.00	\$27,323.75
Interest	\$0.00	\$2.70
Sales (Merchandise)	\$2,000.00	\$1,540.00
SAVVIK (NCEMSE)	\$3,000.00	\$1,345.02
SDENA Conference		\$0.00
Donations (Misc) Honor Guard		
TOTAL	\$47,600.00	\$59,314.18

EXPENSES	Budgeted	Actual 6-30-2017
Conference (Training)	\$6,000.00	\$13,384.47
Memberships	\$9,000.00	\$7,362.00
Newsletter	\$10,500.00	\$7,853.30
Administration	\$9,100.00	\$4,384.72
Travel	\$9,000.00	\$4,085.38
Merchandise (Sales)	\$2,000.00	\$2,050.70
Political Activity & Memorial	\$2,000.00	\$2,652.09
Donations(Misc) SAVVIK	\$0.00	\$0.00
TOTAL	\$47,600.00	\$41,772.66

EDUCATION BUDGET		
	Budgeted	Actual 6-30-2017
Income	\$9,000.00	\$6,542.00
Expenses		
Training	\$4,000.00	\$2,000.04
Equipment	\$0.00	\$0.00
Speaker for Conference	\$5,00.00	\$0.00

Margret Kuipers requested discussion and direction regarding the investment account and at what level money should be pulled out vs. left in, should the market drop. Keith Shrisky made the suggestion to separate the initial \$30,000 into two accounts and use the additional \$10,860 of current profit for education or move it to another type of savings account or CD. Discussion ended with a general agreement that further thoughts and suggestions should be brought to the October EC meeting for continued discussion.



Kathryn Benton moved to pay \$5,000.00 to the 2017 Conference for speaker fees with \$4,542.00 coming from the education fund and \$458 from the general fund. Second by Elizabeth Verhey. Discussion. Majority voice vote. MC 170722-8

Barb Thaler moved to approve the treasurer's report as submitted. Keith Skarisky Second. Majority Voice Vote. MC 170722-9

Submission of bills

Keith Sharisky moved to pay the bills as submitted. Second by Joe Schnell. Majority voice vote. MC 170722-10

President VanDusen called for a lunch recess at 11:50 and until 13:00.

13:09 re-adjourn the meeting with all opening roll call members present. As scheduled started with the 2022 Conference bidding (see new business) first then returned to the agenda order with the Secretaries Report at 13:50.

Secretaries Report

Secretary Andy Binder extended an apology for the late submission of the previous meeting minutes and thanked those who reached out to him via means other than e-mail to check on the status for the minutes. It was noted that until that contact was made Mr. Binder was unaware the meeting minutes has not been received by the members. Mr. Binder noted that he would opt to use the WildAppricot e-mail system in the future and not the system used in attempt to send the noted minutes. Being aware of later agenda items Mr. Binder held further discussion until that time.

While the Application for Capital Grounds use was faxed in February and Mr. Binder had received a preliminary response via phone that the application was received. Mr. Binder acknowledged not having acquired solid confirmation the application was received and accepted.

Secretary Binder noted that the present minutes' format (narrative) has been copied from previous Secretaries. Mr. Binder requested comment/suggestion from the members regarding the format. Members reported this narrative style over a more shorted bullet list only format, as it provided them with better reference for their district meetings.

As confirmed with the 2017 Conference Committee the Conference Memorial has again been scheduled in conjunction with the banquet.



Training Officers Report

Ruth Airheart asked that the members to reach out to her with any upcoming events and or needs related to her position. She noted that the Training Officers are willing to assist in any way possible and that they may be able to help connect with resources. It was reported that Conference planning moving forward very well and will be reported on later in the meeting.

A reminder was extended, if your district has not spent all of it's State of South Dakota education monies they must be used by September 15th. When submitting to Marty at the State EMS Office please CC Margaret Kuipers and Eric VanDusen to ensure that everyone is on the same page.

Mrs. Airheart requested that the District Training Officers continue to submit upcoming training and event information so that it can be published in the newsletter.

Old business

2016 conference update

President VanDusen noted that this item has been previously provided and closed out.

Honor Guard-Discussion/Action

President VanDusen noted that the person most recently assigned to helping start this action has been out of service on medical leave with good cause. He noted that the Association voted to form a Honor Guard in 2009 and has yet to formally create one. This effort will be continued during the October meeting and State Conference.

New Business

Proposal for the SDEMSA State Conference 2022 – 13:00hrs

Bidding Facilities & Locations

Bidding presentations where accepted from the following facilities:

- Best Western Plus & Convention Center (Ramkota), Sioux Falls, SD – District II
- Sheraton / Denny Sanford Premier Center & Convention Center, Sioux Falls, SD – District II

Joe Schnell moved to select the Best Western Plus & Convention Center (Ramkota) for the October 27th-30th 2022 SDEMSA Conference. Second by Elizabeth Verhey. Discussion. Majority voice vote. MC 170722-11



District 6 Conference Report/Budget-Discussion/Action

The District VI President and Vice President reported on the following conference items:

- The schedule has been filled out and ready for publication.
- Lynn Remmer (the drug lady) is scheduled for pre-conference on Thursday. This event will be open to more than just the association
- Lunch will be more of a buffa style given concerns over cost and quality
- Friday will have breakouts similar to what has been done in the past.
- Saturday will have general sessions all day rather than afternoon breakouts
- Saturday banquet will run until 1am. Special compensation has been granted by the City of Spearfish to allow for the extended hours.
- Sunday 8am session will be on the new State radio developments
- Speakers will include Scott Lyle, Chirs Ebright, Debbie Von Seggern-Johnson
- Rooms have been released and have already been filled
- Vendor Registration is open online and via paper form.
- Next Conference Planning meeting this coming week.
- Conference Budget
 - Based on 400 people in attendance
 - \$150 + 30 dues total \$180 full conference
 - No single day registration
 - Goal \$15,000 income budgeted.
 - Extra banquet tickets \$35 each

Gary Lembcke moved to set the conference fee at \$150 plus \$30 membership dues. Second by Bill Rise. Discussion.

Keith Sharisky move to amend the motion to set the conference fee at \$155 plus \$30 membership dues. With the additional \$5 per registration earmarked for future conference speaker fees. Gary Lembcke second. Majority voice vote MC 170722-12 to amend the motion

Vote to accept the amended motion. Majority voice vote MC 170722-13

2017 Lifetime Membership-Action

Nominations Submitted & read aloud included: Scott Larson District V , Edna Dale District V, Brian Ring District V, Mary Lines II, Bill Rise District I, Carol McKenzie VI



President VanDusen moved to accept all six nominations. Second by Keith Sharisky. Discussion including by-law limitation of 5 lifetime members being approved per year. President VanDusen withdrew his motion

Vote by paper ballot to select a maximum of 5 Lifetime members from nominated individuals. Voting Results: Bill Rise 15, Mary Lines 12, Brian Ring 9, Scott Larson 14, Edna Dale 14, & Carol McKenzie 13.

Matt Thompson moved to accept the top 5 vote receivers for Lifetime Membership and submit Brian Ring's nomination for next year's consideration. Second by Keith Sharisky. Majority Voice Vote. MC 170722-14

Elizabeth Verhey moved to destroy the ballots. Margaret Kuipers second. Majority voice vote. MC 170722-15

Conference Speakers

It was noted that this topic has been covered in the Training Officer and Conference Reports

Confirmation was made that the IC Society will be covering the cost of the "Drug Lady" pre-conference. Additionally a request was made that information be added to the Thoughts newsletter to make clear that police and fire are invited.

Accountability of EC -Discussion/Action

Discussion opened regarding the EC responsibilities and who is responsible for ensuring accountability to these duties. It was noted that the Policies and Procedures State Officers President Item H reads "Will act as coordinator between the State and District Officers, monitor progress of activities of the Association, making sure State and District Officers fulfill their appointed duties."

President VanDusen reported that he had not truly fulfilled his duties as related to this item. Additionally he reported that he had only moved forward with a more informal reprimand in the case of the State Secretaries delinquent meeting minutes.

It was noted that there are a number of by-law and policy & procedure items that many Officers are not fully following.

Secretary Binder provided a general timeline of events surrounding the previous meeting minutes delay, reporting difficulty with the program used to send the minutes via his home computer.



Discussion on the topic included a strong desire and need to have the meeting minutes sent out in accordance with the active rules, such that they would be included in the Thoughts newsletter and available to the membership at their district meetings.

Mr. Nelson noted that he was presently working to update the broken website links for many of the previous meeting minutes that had been posted in the past.

Mrs. Benton shared that she has confirmed with the State Capitol grounds staff and that they had stated to her that no application was ever received for use of the ground. She additionally noted concern that the Chaplin had not been contacted regarding the planning of the memorial service.

Mr. Binder acknowledged the present shortcomings and accepted responsibility for the delinquent meeting minutes and lack of follow-up on this and the memorial service.

President VanDusen made clear that moving forward from here adherence to the By-Laws and Policies and Procedures will be maintained by all officers and enforced. With clear understanding that the minutes will be completed and shared in a timely manner

Extending from this discussion President VanDusen made note of the transition from all quarterly meetings being in-person to only one in-person meeting. He additionally noted how this has affected personal interactions between officers, including adherence to the rules. President VanDusen asked for discussion on the possibility of moving to three in-person meetings and one (January) online meeting.

Matt Thompson moved to have three face-to-face meetings in April, July and October with the January meeting being via the online system. Second by Sina Glover.

Discussion. Majority voice vote. MC 170722-16

Keith Sharisky moved to hold the memorial service during the April EC Meeting.

Second by Chuck Hanson. Majority voice vote. MC 170722-17

Vice President Lembcke interjected note that in the January meeting there was a special motion that 15% of the conference proceeds be paid to the 2016 conference district with a request that the Vice President's look at increasing the standard amount from from 10% to 15% moving forward. He reported that he Vice Presidents have chosen not to add this to this year's update items.

Keith Sharisky move to amend the policies and procedures to increase the amount of conference income paid to the host district from 10% to 15%. Second by Joe Schnell. Discussion. The motion was withdrawn.



District Reports

District I

- Several refreshers have been done.
- Working on setting up a farm rescue course, with more information to follow.

District II

- Mini-Conference Sept 16th in Biersford.
- Evaluating the training program that is being worked on.
- Speaking with the School of EMS on opportunities for hosing training.
- No meetings in June, July or August. Next meeting will be in September

District III

- Recently completed both an EMT and EMR Course
- In process of using the last of the state training funds now

District IV

- Mannequins are in storage. Keith Sharisky is the primary contact for use of the mannequins.
- The last district meeting was cancelled.
- Chuck Bell is the new Training Officer.
- Within a few dollars of using the State training money.
- The training in Huron that went very well with two SIM trucks present.

District V

- Next Saturday there will be a 7hr day training in Midland.
- Scott Larson has the mannequins with more on the matter after the District meeting next week.

District VI

- Conference planning and activities are ongoing.
- Mannequins are in Keystone presently under the control of Matt Thompson

District VII

- Noted training on Narcan and on ALS assist.



- EMT Class completing on Saturday.
- Training Officers have discussed visiting each county with hands on training.
- Cuck Hanson has the mannequins

IC Society Report

- Two online EMT courses are being held per year.
- Eight students have just been tested out.
- The Practical and hands-on in Onida went very well.
- There are currently six student overseas in Kuwait. Working on arranging for practical skills over there or hear when they return.
- Working with the State of SD Department of Rural Health as the IC Society has been given a grant to look at coordination of EMT classes and improved guidelines for EMT education
- The next IC Course is tentatively scheduled for after the first of the year or after the end of refresher season.
- The IC Society put on a TCCC and TCCC Instructor course and will work to expand into the LEFR courses as well

Adjourn Meeting

- 1.) Matt Thompson moved to adjourn the meeting. Second by Doug Glover. Majority voice vote. Meeting adjourned at 16:10

SDEMSA Executive Council Meeting Agenda

July 22nd, 2017

Pierre, S.D.

Ramkota Hotel, Lake Sharpe 0900



Appendix A: Proposed SDEMSA Constitution and By-Law Changes for 2017

Proposed Constitution Changes

- 1) Article III. Amendments: Section 1. This Constitution may be amended at any Annual Meeting by a two-thirds (2/3) affirmative vote of the members casting a ballot who are present at the Annual Meeting.
- 2) Article III. Amendments: Section 2. Amendments must be submitted in writing to the Chairperson of the Constitutional Revisions Committee. It shall be the committee's responsibility to review the amendment, prepare in proper language, and forward to members of the Executive Council. Amendments shall be published in the Association newsletter at least thirty (30) days prior to the Annual Meeting.

Proposed By-Law Changes

- 1) Article I. Membership: Section 1. Subsection 1. Item A. Only active members residing within the state of South Dakota shall be eligible to hold an elective office or an appointed position.
- 2) Article I. Membership: Section 1. Subsection 1. Item D. Membership forms may be obtained online, from the SDEMSA Treasurer or the Treasurer of the District organization, and must be properly submitted to the SDEMSA State Treasurer.
- 3) Article I. Membership: Subsection 4. Lifetime membership shall be accorded to any living past/present memberss of the SDEMSA meeting the following requirements:
- 4) Article I. Membership: Subsection 4. Item C. Been active in promoting EMS in their local community or communities. Additionally,
- 5) Article I. Membership: Subsection 4. Item D. Nominations for lifetime membership shall be made to the state Executive Council prior to the annual conference convening.
- 6) Article I. Membership: Subsection 4. Item E. The Executive Council shall approve granting lifetime membership by a majority vote to a maximum of five (5) per year.
- 7) Article I. Membership: Section 3. The annual membership dues shall be set by the Executive Council. Subsection 2: Item (3) State EMS related number – if applicable.
- 8) Article I. Membership: Section 3. The annual membership dues shall be set by the Executive Council. Subsection 2: Item (5) Class of membership -- "Active" or "Associate". This information will be shared between the State and District Treasurers.



- 9) Article I. Membership: Section 3. The annual membership dues shall be set by the Executive Council. Subsection 3: The monieys deposited in the District or SDEMSEA general fund may be spent only by appropriate authorized action of the governing body.
- 10) Article II. Organization: Section 1. Subsection 1. Item F. District VI will include the counties of Harding, Butte, Meade, Lawrence, Pennington, Fall River, Oglala Lakota County~~Shannon~~, Bennett, and Jackson.
- 11) Article II. Organization: Section 1. Subsection 2. Item A. The Officers of the Districts shall be elected prior to the close of the Annual Mmeeting of the Association. Those officers elected shall be installed as the last order of business prior to the close of the Annual Mmeeting.
- 12) Article II. Organization: Section 1. Subsection 3. Item B. The quarterly meeting of the District may~~will~~ include a training session designed for the improvement of emergency health care delivery in that District and the State.
- 13) Article II. Organization: Section 1. Subsection 4. Item C. ~~C. Out of state members shall be allowed to attend Association trainings~~ (Reviewer Note: Redundant. Already covered in Article 1, Section 1, Subsection 1: E. They ARE members and ANY member can attend trainings funded by the association.)
- 14) Removal of duplicate article title just prior to Article II. Organization: Section 2.
- 15) Article II. Organization: Section 2.
Section ~~2~~4. The State Association governing board, also known as the Executive Council, will consist of the five (5) State Officers elected at large, together with the seven (7) District Presidents, the seven (7) District Vice-Presidents and two (2) members of any recognized society. These will be the only voting members of the Executive Council (Reviewer Note: incorrect section number correction)
- 16) Article II. Organization: Section 4. Subsection 2. For documents relating to the Annual Mmeeting, the signatures should be those of the SDEMSEA President and the host District President.
- 17) Article II. Organization: Section 5. In the event of the State President and Vice-President would become deceased or unable to complete their duties, the State Secretary shall be responsible to call a special meeting of the Executive Council. The purpose of that meeting shall be for the Executive Council to select and appoint from its members an Acting President of the SDEMSEA. The person appointed shall be entitled to all privileges of the Office of President until the next Annual Mmeeting at which time the office shall be open for election.



- 18) Article II. Organization: Section 5. Subsection 1. It is unlikely that the five (5) State Officers should ever become deceased in an event. If this should happen, the President from whom the District in which the State President was a member, shall have the authority to call an Executive Council meeting for the purposes as stated in [Article II, Section 5](#).
- 19) Article II. Organization: Section 6 ~~Societies:~~[SOCIETIES](#)
- 20) Article II. Organization: Section 6. Subsection 7. Dues. Each Society may establish ~~an~~ annual Society dues to be paid by members of the Society subject to the approval of [Article II, Section 6, Subsection 45](#)
- 21) Article II. Organization: Section 6 Subsection 11. Annual Meeting. The ~~A~~annual ~~M~~meeting of the general membership of a Society shall be held in conjunction with the ~~A~~annual ~~M~~meeting of the Association and upon 30 days written notice to the members. Officers of the Society may from time to time call meetings of the Society at least one of which shall be held prior to the ~~a~~Annual ~~M~~meeting of the Association so that a report can be presented to the Executive Council
- 22) Article III. Officers. Section 1. The State Officers of the Association shall be elected to serve two year terms with the President and Secretary being elected in even-numbered years and Vice-President, Treasurer and Training Officer being elected in odd-numbered years. All nominations for State Officers shall come from the floor and/or from the Nominating Committee at the ~~Annual Meeting~~[annual business meeting](#).
- 23) Article III. Officers. Section 1. Subsection 1. The State President [of the Association](#):
- 24) Article III. Officers. Section 1. Subsection 1. Item A. Shall serve as the [ex-officio](#) Chairperson and a voting member of the Executive Council, in the event of a tie vote, and shall be an ex officio member of all committees of this Association.
- 25) Article III. Officers. Section 1. Subsection 1. Item C. Shall act as the [ex-officio](#) Chairperson of all regular or special meeting of the Association.
- 26) Article III. Officers. Section 1. Subsection 1. Item E. Shall assume the official duties of the Office of President [in accordance with Article III, Section I, Subsection 7](#)~~the first Saturday in December following the election. (See Subsection 7)~~
- 27) Article III. Officers. Section 1. Subsection 1. Will have the responsibility of meeting at least once during their term of office with each of the Districts ~~other than their own~~.
- 28) Article III. Officers. Section 1. Subsection 2. Item B. In the absence of the State President, the Vice-President shall ~~c~~Chair the meeting(s) of the Association.



- 29) Article III. Officers. Section 1. Subsection 2. Item E. Is the ex officio Chair ~~personman~~ of the Constitutional Revisions Committee.
- 30) Article III. Officers. Section 1. Subsection 2. Item F. Shall assume the official duties of the Office of Vice-President in accordance with Article III, Section I, Subsection 7 ~~on the first Saturday in December following their election. See Subsection 7.~~
- 31) Article III. Officers. Section 1. Subsection 3. Item E. Shall assume the official duties of the Office of Secretary in accordance with Article III, Section I, Subsection 7 ~~on the first Saturday in December following their election. (See Subsection 7)~~
- 32) Article III. Officers. Section 1. Subsection 4. Item B. Shall produce financial reports in both detail and summary form for each Executive Council meeting. The report produced for the Annual Meeting ~~October Executive Council meeting~~ shall represent a complete fiscal year financial report. Copies of these reports shall be distributed to all Executive Council members at the beginning of each meeting.
- 33) Article III. Officers. Section 1. Subsection 4. Item E. Shall assume the official duties of the Office of Treasurer in accordance with Article III, Section I, Subsection 7. ~~on the first Saturday in December following their election. (See Subsection 7)~~
- 34) Article III. Officers. Section 1. Subsection 4. Item H. In the event the State Treasurer cannot complete their term, the State President shall appoint an Acting State Treasurer to complete the term of office. This appointment shall be accordance with Article II.
- 35) Article III. Officers. Section 1. Subsection 5. ~~The Liaison Officer is the only Association Officer not nominated from the floor at the conference and elected by the membership at large at the Annual meeting.~~
- a. ~~The Liaison Officer shall be appointed by the Secretary of Department of Health and will serve as the resource link between the Division of Emergency Medical Services and the Association. The appointment to the position will be with the advice and consent of the Executive Council. (Updated 10/15)~~ The Liaison Officer shall be appointed by the Secretary of Department of Health and will serve as the resource link between the Division of Emergency Medical Services and the Association. The appointment to the position will be with the advice and consent of the Executive Council.
- 36) Article III. Officers. Section 1. Subsection 6. Item B. ~~Will be elected at the Annual Conference as a voting member of the Executive Council. The term of this position will be two years with elections being held in odd numbered years.~~ (Reviewer Note:



Redundant. No other Subsection in this Article has this notation. The same provision is already listed in Article III, Section 1.)

- 37) Article III. Officers. Section 1. Subsection 6. Item C. Will be the ex-officio Chairperson of the Education Committee.
- 38) Change Subsection Order: Trade order of Article III. Officers. Section 1. Subsection 5. Liaison Officer inclusive and Article III. Officers. Section 1. Subsection 6. The State Training Officer inclusive. (Reviewer Note: Change order to group all elected officers together and non-elected officers following.)
- 39) Article III. Officers. Section 1. Subsection 7. Transfer of State Officer duties:
- The newly elected State Officers of this Association shall officially take their new office on or about as practical to the first Saturday in December. All records, files, reports or financial records shall be transferred to the respective officer at this time.
 - ~~Should the weather be such that such meeting cannot take place, the duties shall be assumed on that first Saturday of December by those duly elected to their respective positions.~~
 - ~~The current State President shall chair the meeting until, transfer of office is complete. Should the transfer affect the Office of President, after all records, files, reports, or financial records have been transferred, the newly elected President is the President of the SDEMSA and entitled to all rights and privileges of said office.~~
 - ~~Minutes shall be kept and made a part of the record at the January Executive Council meeting. (Update October 2014)~~

(Reviewer Notes: Removal of items B, C & D eliminates redundant language and brings the by-laws in alignment with accepted current practice.)

- 40) Article III. Officers. Section 2. The Officers of the respective Districts shall be elected to two (2) year terms. Each District shall hold an annual election. The annual election shall take place at the ~~third~~ quarterly District meeting prior to the ~~conclusion~~commencement of the ~~A~~annual ~~M~~meeting. Even numbered Districts shall elect a President and a Secretary during the annual election held in even numbered years. The Vice-President and Treasurer of even numbered Districts shall be elected at the annual election held in odd numbered years. Odd numbered Districts shall elect a President and Secretary at the annual election held in odd numbered years. The Vice-President and Treasurer of odd numbered Districts shall be elected at the annual election held in even numbered years. This election shall not prevent a District from filling an office which has been vacated due



to resignation, impeachment, death, or other cause during a year in which the election for that office is not to be held under this section. The respective elected District Officers shall be President, Vice-President, Secretary, and Treasurer.

- 41) Article III. Officers. Section 2. Subsection 1. Item B. It shall also be the duty of the District President to represent their District on the Executive Council.
- 42) Article III. Officers. Section 2. Subsection 1. Item C. It shall also be the duty of the District President to assign personnel to appointed District positions.
- 43) Article III. Officers. Section 2. Subsection 2. The Vice-President of the District shall ~~also~~ be elected by the membership of the respective District.
- 44) Article III. Officers. Section 2. Subsection 2. Item A. The District Vice-President shall have all duties normally accorded a Vice-President and may act in the stead of the District President if it becomes impossible for the District President to maintain their duties.
- 45) Article III. Officers. Section 2. Subsection 2. Item B. It shall also be the duty of the District Vice-President to represent their District on the Executive Council.
- 46) Article III. Officers. Section 2. Subsection 3. The Secretary of the District shall ~~also~~ be elected by the members of the respective District.
- 47) Article III. Officers. Section 2. Subsection 4. The Treasurer of the District ~~shall will also~~ be elected ~~by from~~ the membership of the respective District.
- 48) Article III. Officers. Section 2. Subsection 4. Item B. It will be the responsibility of the Association Treasurer to forward to the District Treasurer the amount of each member's dues which has been determined to be appropriate to support the activities of the District. (Refer to Article 11, Section 3)
- 49) Article III. Officers. Section 2. Subsection 4. Item D. The District Treasurer must give a financial report to the members present at the quarterly meetings and submit a written report to the Executive Council prior to the commencement of the Annual Mmeeting.
- 50) Article III. Officers. Section 2. Subsection 5. Item B. Impeachment proceedings involves any regular member presenting, in writing, to the Executive Council~~Body~~, thirty (30) days prior to the Annual or quarterly meeting, reasons for impeachment of said officer(s).
- 51) Elevate all of Article III. Officers. Section 2. Subsection 5 Impeachment of Officers to Article III. Section 3 and elevate each sub-item accordingly. Additionally change all following section number within this Article to follow the new order. (Reviewers Notes: As this pertains to impeachment of ALL elected officers, state and district, it should not be a subsection under the District Officer section. Rather it's own section.)



- 52) Article IV. Meetings. Section 2. The Association will sponsor the Annual ~~M~~meeting to serve as the fourth quarterly meeting for the members of the Association.
- 53) Article V. Committees. Section 1. Subsection 2. Item B. Will cause the Treasurer's records to be reviewed annually by a non-partisan committee with a report of such to be presented to the Annual ~~M~~meeting.
- 54) Article V. Committees. Section 1. Subsection 2. Item D. Shall meet with the Executive Council at the July meeting with a proposed budget to be presented at the next Annual ~~M~~meeting. This draft budget will be finalized at the ~~Annual M~~Executive Council meeting ~~in October~~. The approved budget will be presented by the Budget Committee at the first business session of the Annual ~~M~~meeting.
- 55) Article V. Committees. Section 1. Subsection 2. Item E. Will meet as required prior to the Annual ~~M~~meeting to prepare the Annual SDEMSEA financial report and proposed budget. Committee members will be entitled to mileage for such meetings upon proper presentation of expenses to the Executive Council. Documentation must be by mileage voucher.
- 56) Article V. Committees. Section 1. Subsection 3. Item B. Shall review the Constitution and Bylaws of this organization annually. This review shall be conducted prior to the Annual ~~M~~meeting. The Committee may recommend changes necessary to keep the Constitution and Bylaws up to date.
- 57) Article V. Committees. Section 1. Subsection 3. Item C. It will the responsibility of the Constitutional Revisions Committee to review each amendment properly proposed to the Association and to make a recommendation on passage to the Association Annual ~~M~~meeting, at which time the amendments will be acted upon.
- 58) Article V. Committees. Section 1. Subsection 3. Item D. Proposed changes to the Constitution and/or Bylaws will be published in the Association newsletter at least thirty (30) days prior to the Annual ~~m~~Mmeeting.
- 59) Article V. Committees. Section 1. Subsection 3. Item E. Will be responsible for the circulation of a copy of the proposed amendment(s) to all who register for the Annual ~~M~~meeting.
- 60) Article VI. Annual membership fees: The annual membership fees of the Association may be payable to the South Dakota EMS Association (SDEMSEA). Fees may be collected in accordance with Article 1, Section 23, allows the annual membership fee to be collected by the District Treasurer.



- 61) Article VI. Annual membership fees:
Add Section header and number 1 (Reviewer Notes: even with one paragraph this is it's own section and should have a header and number.)
- 62) Article VII. Voting: ~~vote~~
- 63) Article VII. Voting: Section 1. Only paid Active and Lifetime members shall be eligible to vote at the Annual or District meetings.
- 64) Article VII. Voting: Section 2. Voting at the Annual ~~M~~meeting will require ~~voting~~Active members to present ~~raise~~ their current credential cards. Measures may be passed by a plurality of eligible votes cast.
- 65) Article VII. Voting: Section 3. Election of ~~O~~officers of the Association shall be done in the following manner.
- 66) Article VII. Voting: Section 3. Subsection 2. Any person nominated for an office must either accept or reject the nomination before nominations are closed. ~~Nominees~~Persons present at the Annual ~~M~~meeting may accept or reject their respective nomination verbally. Persons nominating a member not present at the meeting must present a letter from the nominee stating their acceptance of said nomination.
- 67) Article VII. Voting: Section 3. Subsection 3. All officers shall be elected by a plurality of the ballots cast at the Annual ~~M~~meeting.
- 68) Article VII. Voting: Section 3. Subsection 6. No absentee voting will be allowed for the election of State Officers at the Annual Mmeeting.
- 69) Article VII. Voting: Section 4. Where Association business arises that requires attention that must be voted on by the Executive Council, the voting shall be allowed to be addressed via electronic means. The votes shall be tallied by the SDEMSEA State Secretary and recorded at the next Executive Council meeting.
- 70) Article VIII. Amendments: Section 1. Proposed revisions to these Bylaws must be submitted to the Secretary of the Association ninety (90) days before the commencement of the Annual ~~m~~Mmeeting.
- 71) Article VIII. Amendments: Section 2. Only Active members of the Association may submit amendment proposals. These must be signed by two (2) current Active members for the purpose of moving and seconding
- 72) Article VIII. Amendments: Section 3. The Constitutional Revisions Committee shall meet and discuss the proposed amendments prior to the Annual ~~M~~meeting at which the amendment is to be introduced.



- 73) Article VIII. Amendments: Section 4. The Constitutional Revisions Committee shall recommend either a do pass, do not pass, or no recommendation to the [Annual Meeting](#) with both the majority and minority opinions of the Committee be given a chance to speak.
- 74) Article VIII. Amendments: Section 5. The Constitutional Revisions Committee shall distribute a copy of all proposed amendments to each member registering for the Annual [Meeting](#) prior to the business meeting at which it will be voted upon.
- 75) Article VIII. Amendments: Section 6. Proposed amendments shall be declared approved upon receiving an affirmative vote of two-thirds (2/3) of the members casting a ballot at the Annual [Meeting](#).
- 76) Article IX. Parliamentary procedure: Section 1. The current version of Robert's Rules of Order shall guide all matters of procedure not previously covered in [or in conflict with](#) these Bylaws.