

## QUARTERLY BOARD MEETING OF THE NORTH DAKOTA EMS ASSOCIATION

President Mark Weber called the quarterly board meeting of the North Dakota EMS Association to order at 7:00 PM on February 2, 2007 at the Quality Inn, Jamestown, North Dakota.

**ROLL CALL:** See attendance record. A quorum of board members was present.

**ANNOUNCEMENTS:** None

**READING OF MINUTES:** Motion by Neal Frame, second by Tammy Roehrich to suspend the reading of the minutes and approve as written. Vote. Motion carried.

### **NEW BUSINESS:**

**President's Report:** Mark passed out and asked Board members to complete a survey regarding squad visits, ND EMS Systems and the NDEMSEA organization. Sandy will mail copies of the survey to those Board members not in attendance and request they complete and return them to her. Board members can sign their names to the surveys or remain anonymous if they wish.

Mark stressed that all NDEMSEA members need to work together and whether they do or not will make or break rural ambulance services. Mark gave a presentation on working together. We need to talk to our members and find out what their feelings/problems are and bring it back to the board. Board members are all leaders and need to educate squads on problems and solutions so everyone is on the same page. Mark spoke about the way the Association has been run. We need to be working with all services – large and small – paid and unpaid. That's the only way we'll have legislative support. We need to become a professional organization. He spoke about the things we have accomplished in the last five years such as hiring Dean and Arlene, bringing the Response Times up to speed, the fact that we are fiscally sound, that we make a profit on conferences, etc. It's now time to slow down and take a different approach in next five years. We have to be methodical in our approach to getting information to squads and we have to be consensus based. When an issue is brought to the board we need to discuss it, come up with a proposal, take a vote, compromise and have a consensus. Everyone on the board has to follow the consensus - this is very important. We are all entitled to our own opinion but it is vital that we support the consensus of the Board.

All ambulance squads have different problems but we must present a united front to the Legislators in order to benefit all squads. If we as a Board tell them one thing is the problem and individual services tell them different they won't listen to the Board. Legislators should be able to go to any ambulance service and they can tell them about ALL the problems and not just their own. We need to work together, compromise, and develop solutions that all services can live with and understand.

Mark would like to write a job description for the Board members and include the consensus decision making process in that description along with duties regarding conference and coming to meetings and have Board members sign it and send it back. It will be a good tool to present to people on the Board and people who want to be on Board. **LeeAnn Domonoske moved that Mark send out job descriptions and that the Board members sign and send them in. Jim Restemeyer seconded the motion. The motion was voted on and carried.**

**Increased Communications:** Board of Directors – There was discussion on the e-mails Dean sends out and that they are very effective. There was further discussion on Board members understanding legislation so we can tell our squad members about it. A lot of discussion and work is done by Dean and Mark on some of the legislative issues before they get to the Board so we aren't as well informed as we should be and don't feel comfortable passing it on. There was discussion on how to get the information to the Board as not everyone checks their e-mail or the website on a regular basis. Board members also have an obligation to make ourselves informed. Holding longer meetings with a couple hours of updates or committee meetings was suggested. The main goal at our April meeting will be to solve the problem of keeping members informed.

It is felt the annual meeting at Spring Conference is the perfect time for Mark to get up at the opening session and update members. Another suggestion was having a booth in the arena to answer members' questions.

The Board meeting was recessed at 8:39 PM and called back to order at 8:50 PM.

**Executive Director Evaluation:** Rudy moved the Executive Board evaluate the Executive Director. Scott Sundhagen seconded the motion. The motion was voted on and carried.

**Executive Director Job Description Review:** The Executive Board will review the job description the same time as they do the evaluation.

## **OLD BUSINESS:**

**NDEMSA Meeting dates:** The next Board meeting will be held April 11th (Wed night 7:30) in Bismarck. Jeff Moberg moved, Mona Marquart seconded to move the meeting from 9:00 PM to 7:30 PM. Discussion. Motion voted on and carried.

**Rural EMS Problems** – Mark / Dean - Dean talked about the Open Door Forums and how they had 40-70 people at each location. He feels that if we held meetings on a regular basis we would get more people and suggested that we have more meetings that address the issues involving the areas where the meetings are held.

**HRSA Grant** – Dean Lampe stated that not much has happened in last five weeks because he has been busy with the Legislature and reported on work done before that time. The main challenge is dispatch system as we still have ambulance services who have not attended a regional meeting on the Regional Response plan.

**Division of Emergency Medical Services – DEMS:** Tim Meyer reported that CAT testing began January 1st. Mark took his test and felt it was fairly simple. You can take the test in lieu of doing continuing education and the refresher but you only get one chance. Minot, Dickinson and Devils Lake are not on board yet with test sites. Fargo, Bismarck, Williston and UND have sites. There was discussion on how to convince public institutions to do CAT testing.

DEMS is working to update protocols from a few years ago. The goal is to be done by March 1<sup>st</sup>. Since protocols are a local issue the Medical Director can choose whether to use the ones from DEMS or their own.

Photographs are being accepted for ID badges. Uploaded pictures are rejected if the person has a hat on.

DEMS is trying to hire a research analyst with their intent being to submit data to a national depository.

Tim gave further updates on things DEMS is doing. They will end up with a lot of projects next year if some of the Legislative bills that are up pass, such as statewide EMS assessment and providing AED's to school.

**Membership Numbers:** Dean passed out a Database Report and reviewed it with the board.

**Other Old Business:** Derek Hanson asked how we are communicating the Homeland Security requirements for the next grant. It was decided it is incumbent on Emergency Managers to take care of this. It is important to let squads know what courses they have to complete to qualify for the grants. Dean will do it on the website and through email alerts. There was discussion on County Emergency Managers who do not involve all entities.

## **COMMITTEE REPORTS:**

**Budget and Finance:** Mike Hall handed out and explained the financial report. There was a **Motion by Steve Fugelstad that the report be accepted, second by Janie Cutshaw. Motion voted on and carried.** The budget will be ready at April meeting.

**Neil Frame moved that we adopt the US Bank resolution adding Mark Weber and Mike Hall to all the accounts at US Bank. Steve Fugelstad seconded. Voted on and carried.**

**LeeAnn Domonoske moved and Steve Fugelstad seconded that we accept the resolution requiring Mark and Mike sign all checks and that Dean have access to all information. Voted on and carried.**

**Star of Life:** Mona Marquart moved we send the EMS Provider of the Year to Washington each year for the Star of Life ceremony. Janice Bruins seconded. Voted on and carried. Mike Hall abstained.

## **Government & Political Action:**

**Legislative Agenda:** Dean handed out a copy of the Legislative Agenda. He feels we have a very comprehensive package and gave explanations on all Legislative initiatives.

The Board was recessed at 10:20 PM and was called back to order at 10:30 PM.

**Constitution/Resolutions:** - Scott Sundhagen reported that the updated Bylaws should be available in April.

**Nominations/Elections:** - Derek Hanson reported Tyrone has been nominated for Vice-President and Mike Hall for Treasurer. Nominations forms are all in. We need to change the absentee ballot return address to Derek Hanson. Absentee ballots have to be to the Nomination chair by April 1st. There was discussion on the fact that although there is a nomination deadline we still allow nominations from the floor. It was decided that the Board will take no nominations from the floor and will ask for a unanimous ballot.

**Conference:** - Cheryl Flick & Curt Halmrast reported they would like help packing bags at 5:00 on April 11<sup>th</sup>. Cheryl handed out instructions to the Board of Directors regarding rooms etc. They feel everything is going well and would like Board members to let Tammy and Dee know when they CANT work.

**Publications:** - Deb Backman reported the next deadline is February 15<sup>th</sup>.

**Logo:** - Janice Bruins reported that the committee has tried lots of new things. There was discussion on turning logo clothing items over to GM Creations. **Mike Hall moved we accept their proposal. Derek Hanson seconded.** Discussion. Dean would like to trademark the logo before we agree to let someone else take over the sale of clothing items. Tyrone suggested we open it up for bids after we trademark the logo. Discussion. **Motion tabled. Mike amended the motion to read that we make a decision after Dean has trademarked the logo. The motion was voted on and carried.**

**Marketing:** - Tyrone reported that discussion at the January communications meeting included looking for a way to put a word out on short notice so squads can get involved and contact Legislators. This will be a committee that will respond to different occasions with a goal of developing a communications network and making sure the Legislature knows who we are before we get there.

**Awards:** - Steve Fugelstad didn't get in many applications. Tyrone suggested adding a Distinguished Service Award. Squads would nominate people on their squad with the objective to find the oldest active member in the state. **Debbie Backman moved we go with it this year and see how it goes. Second by LeeAnn Domonoske. Voted and carried.** Tyrone also suggested we have another award next year which would be given to a crew who has resuscitated someone. Steve asked for the names of Board members getting off and how many years they were on.

**Test Team:** - Tyrone Johnson reported the test team committee will be doing nearly 100% of the March test site. There have been positive changes with less down time including making the sites more student friendly.

**EMS Advisory Committee:** - Cheryl Flick, Neil Frame – Nothing to report.

**Service Directors Committee:** - Neil Frame reported there will be a preconference workshop and that it should be a good learning day.

**Historian:** - Mona Marquart stated she needs to get books and information from the previous Historian. Tyrone has some old information that should go to the historian.

**Foundation:** - Steve Fugelstad said there have been 14 nominations for the Dale Severson scholarship. They will choose one from each region and have it whittled down to four by the next meeting. They will be recognized at conference.

### **SOCIETY REPORTS:**

**I/C Society:** - Nancy Capes – Nothing to report.

**ALS Society:** - Janie Cutshaw – They held a conference the first weekend in January with 24 people in attendance. There was a lot of good feedback.

**Rescue Society:** - It was reported that Al Runck is sick and was unable to attend.

**Past Presidents Society:** -Derek Hanson – nothing to report.

### **REGIONAL REPORTS:**

**Northeast:** - Jim Restemeyer – The 2007 Northeast Regional Conference will be in October or November in Devils Lake.

**Southeast:** - Curt Halmrast – They are planning for about 100 at the Southeast Regional Conference this weekend. They hope to have it here again in late January 2008.

**Northwest:** - Janice Bruins – There were 138 at Northwest conference last weekend. The next conference will be January 11, 12 and 13, 2008.

**Southwest:** - Neil Frame – The 2008 conference will be the 2<sup>nd</sup> weekend in September in Medora.

### **STATEWIDE CONCERNS:**

Mike thanked Dean for some reimbursement work he did for them.

**The next Board meeting will be held at 7:30 PM on Wednesday, April 11, 2007 at the Ramkota Inn in Bismarck.**

**Motion by Cheryl Flick, second by Mona Marquart to adjourn the meeting. Motion voted on and carried. Meeting adjourned.**

Respectfully submitted,

Sandy O'Connor, Secretary