

**QUARTERLY BOARD MEETING OF THE
NORTH DAKOTA EMS ASSOCIATION
April 15, 2004**

President Mark Weber called the quarterly board meeting of the North Dakota EMS Association to order at 12:10 pm at the Ramkota Inn in Bismarck, North Dakota on April 15, 2004.

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

INTRODUCTIONS: Dan and Gary, representatives from The Printers, the printing company that produces the Association's Response Times introduced themselves and reviewed with the board the progression of the magazine and plans to increase advertising sales.

READING OF MINUTES: Steve Fuglestad made a motion to suspend the reading of the minutes and approve as written. Jeff Moberg seconds the motion. Motion carried. Minutes approved.

COMMITTEE REPORTS

Committee assignments: Mark Weber handed out to the board members a committee worksheet for each member to fill out requesting the committee they wish to be on and to write out goals for that committee. Worksheets are due by May 15 and Mark will have the assignments ready at the June meeting.

BUDGET AND FINANCE: Steve Larson presented a final year-end budget report, which the board reviewed and discussed. Scott Helmer made a motion to approve the year-end budget report. Janel Roshau seconds the motion. Motion carried. 2003-2004 year-end budget report was approved.

Steve Larson presented a proposed budget for 2004-2005 from the budget committee. Budget was reviewed and discussed. Steve Fuglestad made a motion to table approving the proposed budget until the annual membership meeting. Mike Hall seconds the motion. Motion passed.

GOVERNMENT & POLITICAL ACTION: Derek Hanson reported that the committee will keep the membership informed of political action through reports on the website. Derek also reported on Medicare bill and appropriations bill on the national level.

Discussion was held regarding Keith Sorenson's position as lobbyist for the association. Keith's expenses will be covered under the government and political action committee's budget. The committee will draft a contract and budget for Keith's position and present it to the board.

CONSTITUTION & RESOLUTIONS: The proposed changes discussed at the last meeting were voted on and passed. Cindy Waldahl and Steve Fuglestad will review the bylaws and note any additional changes that may be needed to update them to current association business. Any changes will be brought to the board's attention at June meeting.

NOMINATIONS: Tyrone Johnson reported that the campaign rules were sent out to the nominees. Voting rules for membership were reviewed. The times that the membership can vote will be posted.

CONFERENCE:

2004 Spring Conference: Janice Bruins reported to the board that the conference is moving along fairly smoothly and on budget if not under. Two wireless microphones were purchased and in doing so the conference committee did not have to rent AV equipment for general sessions.

2009 Spring Conference: Bismarck, Minot and Fargo submitted bids. Grand Forks declined to submit. Conference committee will make a recommendation at the June meeting and the board will vote on the site.

Conference Coordinator: UND and BSC submitted bids for another year. Mike Hall made a motion to allow the conference committee to make the decision for the coordinator and report the decision at the June meeting. Derek Hanson seconds the motion. Motion carried.

PUBLICATIONS: Dan Ell reported he was still receiving complaints regarding membership not receiving their Response Times. He will continue to work with Craig Theurer and the printers to resolve the issue. He also reported that there were no extra copies of the April printing of the Response Times. He will work with the printers regarding the matter.

Discussion was held regarding the time frame in which the Response Times came out and the membership having access to the absentee ballot. Dan will change the deadline for the April issue to February 1 to give the printers time to publish the issue and mail it to the membership in a timely fashion.

LOGO: Mona Marquart reported the committee will have a fire sale on the older logo items. Sales have been profitable at regional conferences and test team sites. It was suggested that one person from each region be placed on the logo committee to facilitate sales at the regional conferences and help defray the cost of just one or two people traveling to take care of the sales.

MARKETING: Tammy Roehrich reported that the marketing committee has purchased a display board to utilize in the NDEMSA booth at conferences. The committee has also purchased the hats as discussed at the last meeting and will be selling them during the conference in the association booth.

AWARDS: Rob Boll reported that all plaques for the awards at the banquet are ready to be presented.

TEST TEAM: Jerri Feldner submitted a report and reported to the board that during the 2003-2004 testing season the test team tested a total of 370 students. ALS had a total of 73 students. BLS had a total of 297 students.

BULK PURCHASING: Jeremy Mattison reported that he is waiting on information from another company. Moore Medical is not satisfied with the membership participation. Discussion was held regarding the possibility of the association being a member and our membership with the company will branch out to the association membership.

SERVICE DIRECTORS COMMITTEE: Mike Hall reported that a meeting is scheduled for Friday at Ramkota. The meeting will facilitate awareness and communication and help with leadership and educational issues for squad leaders and their squads.

SOCIETY REPORTS

I/C SOCIETY: Nancy Capes reported refresher workshops to be held in the near future and a full course workshop is also being planned.

PAST PRESIDENTS SOCIETY: Derek Hanson reported the society is focusing on grant work.

ALS SOCIETY: Nothing to report at this time.

RESCUE SOCIETY: Al Runck reported their meeting is scheduled later in the evening. They will work on refresher classes and a grant for new tools for the training trailer. Discussion was held regarding the cost of purchasing cars for the extrication classes. Cindy Waldahl will contact BN-Santa Fe personnel in the Fargo area regarding obtaining cars involved in a derailment.

OLD BUSINESS:

Membership - Coordinator Craig Theurer submitted a report and clarified membership numbers. Discussion was held regarding changes to the renewal letter. Discussion was held regarding giving Craig a raise. Steve Fuglestad made a motion to increase Craig's hourly wage to \$8.50 an hour for association business effective at this meeting. Mike Hall seconds the motion. Motion passed.
ROLL CALL VOTE #1.

DEMS: Tim Meyer reported that the administrative rules have been completed. The web base data collection project is moving forward. The company selling the software has a booth at the conference and he encouraged everyone to stop by. EMS week is coming up in May. They plan to have a picture in the Response Times with personnel.

Discussion was held regarding DEMS does not have a mechanism in the rules to help with National Registry errors causing licensure to be revoked. They will address the issue with the EMS Advisory Committee.

Training Equipment: Dan will take care of liquidating old and obsolete equipment. The association will check into grant money to replace equipment in the future.

Regional Meetings: There were 5 meetings held throughout the state. Issues discussed in the meetings were communication, systems for coverage, consolidation of services, state requirements, travel for continuing education, and strong leadership. Discussion was held regarding hosting the next meetings during the regional conferences to defray costs.

Homeland Security Grant – HRSSA: Mark Weber reported to the board what the grant was all about and that in meeting requirements there could possibly be funds up through 2008.

Executive Director: Discussion was held regarding the need for a director and the benefit for the future of the association. Part of the director's wages can be obtained from the HRSSA grant. The association will need to budget funds also for the wages. Steve Fuglestad made a motion that the association continue forward in hiring a director and accept the proposed budget submitted and the association utilize dollars in the reserve fund for wages. Mona Marquart seconds the motion. Motion carried.

Database: Dan Ell reported to the board that the database is still work in progress and should be finished by June meeting.

Policy and Procedures: Cindy Waldahl reported they are still work in progress. Need to have committees submit their specific policy and procedures. The goal is to have a proposed draft by June meeting.

Board Restructure: Mike Hall presented to the board the committee's concept and recommendation for restructure as was requested at the October board meeting. A lengthy discussion was held. A motion was made to accept the recommendation but after further discussion the motion was withdrawn. Rob Boll made a motion that the board's restructure task force committee work on a different proposal than the one they submitted. Steve Fuglestad seconds the motion. Motion carried.

NEW BUSINESS

Extend America out of Bismarck, a communications company, donated phones for the conference committee to use during the conference to facilitate communication between the committee.

ND Health Care Association: Planning a meeting on May 6 as groundwork for future meetings to assess healthcare in the state. There is a chance to lose 9 more small hospitals throughout the state. The issue is a major concern for the association.

REGIONAL REPORTS

NORTHEAST: Mona Marquart reported that a regional conference will be held February 5 and 6, 2005 in Grand Forks at the Holiday Inn.

SOUTHEAST: Scott Helmer reported a regional conference will be held on February 12 and 13, 2005 in Fargo at the Radisson.

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NORTHWEST: Janice Bruins reported a regional conference will be held January 22 and 23, 2005 in Minot at the International Inn.

SOUTHWEST: Dan Ell reported a regional conference will be held September 26 and 26, 2004 in Beulah and a 1-day conference on March 5, 2005 in New Salem.

The next board meeting will be held on Sunday, June 27, 2004 at the Chieftan in Carrington, North Dakota. Discussion was held regarding starting the meeting at 12:00 noon to give board members time to travel and decrease the need for reimbursement of rooms. Mona made a motion to start the board meeting at noon and only reimburse room expense for board members that have to travel over four hours to get to Carrington. Tony Kitzman seconds the motion. Motion carried.

Janice Bruins made a motion to adjourn the meeting. Tony Kitzman seconds the motion. Motion carried. Meeting adjourned.

Respectfully submitted,

Cindy Waldahl, Secretary