

QUARTERLY BOARD MEETING OF THE  
NORTH DAKOTA EMS ASSOCIATION (NDEMSEA)  
June 24, 2009

President Mark Weber called the quarterly Board of Directors meeting of the North Dakota EMS Association to order on June 24, 2009 at approximately 6:30 PM at the Chieftain in Carrington, ND.

**ROLL CALL:** Roll call was taken by Tammy Roehrich. See attendance and voting record. A quorum of board members was present. There are 2 board members that have missed 2 board meetings and according to the NDEMSEA By-Laws they are removed from the board. They may petition the Executive Board to be reinstated. Mark will contact the 2 board members.

**READING OF MINUTES:** A motion was made by Steve Fuglestad, seconded by Janie Cutshaw to approve the April 1, 2009 minutes that were submitted. All voting aye, motion carried. Neil Frame made the motion, seconded by Dave Hilbert to approve the June 10, 2009 minutes with the following changes: *Steve Thomas moved to hire Mark Weber to complete the proposal for the RFP's (Testing, Special Projects and Service Memberships) for the ND Health Department. This is a temporary/part-time position. Mark will be paid \$1000 a month. Payroll will be run thru Frontier.* All voting aye, motion carried.

## **OLD BUSINESS**

**HRSA Grant:** Mark Weber handed out an e-mail from Brenda Blazer regarding the HRSA Grant. This included a Grant Expenditure Summary and Recap of the HRSA Grant. Discussion held on the findings. EPR's recommendation is now at the federal level. EPR is recommending that the NDEMSEA pay back \$124,125.62. This is not a final number and is worst case scenario. This number could change at the federal level. Sherm Syverson stated that he is disappointed in the disallowed training expenditures that FM Ambulance was reimbursed for. An auditor did not talk to FM Ambulance to see why they charged the fees they did for the class. EPR came up with their own formula. **Steve Thomas made the motion to put \$124,125.62 into a separate account to have available to pay back if needed, seconded by Janie Cutshaw. All voting aye, motion carried.** Mark Weber reported that after this money is set aside and all of our bills to date are paid, the Association will still have about \$90,000 in funds.

**Financials:** Mark Weber met with Frontier Services about accounting services for the NDEMSEA. Frontier would do the Associations Accounts Payable/Receivables every 2 weeks. They would make sure all proper receipts and documentation were included before payment is made. A list of checks/deposits would still be sent to the Association Treasurer for approval before they would write checks. They would also keep any federal grant money separate from the Association general fund for day-to-day operations. **Mona Marquart made the motion to have Mark Weber sign the contract with Frontier for accounting services, seconded by Steve Fuglestad. See Roll Call Vote #1. Motion carried.** Discussion held regarding the Ramkota bill. **Curt Halmrast made the motion, seconded by Steve Thomas to pay the Ramkota bill ASAP. All voting aye, motion carried.**

**Sponsorship Coordinator:** Discussion was held regarding the need for a Sponsorship Coordinator. This person would generate funds for the Association thru corporate sponsorships, finding vendors for the conference, selling ads, etc. **Curt Halmrast made the motion, seconded by Neil Frame to advertise this Sponsorship Coordinator on our website for 2 weeks. The position would pay \$2500 per year + 10% commission after the 1<sup>st</sup> \$50,000. All voting aye, motion carried.** Vicki Berreth will create the job description. Neil Frame, Cheryl Flick and Janie Cutshaw will be on the interview committee.

**NDEMSA PIO:** Vicki Berreth will be the NDEMSA PIO. Vicki will send out a monthly information update to all the members on our list serve. If you have any information that you feel needs to be sent out to the members, please contact Vicki.

## **NEW BUSINESS**

**Open Forum Meetings:** Mark Weber discussed the need to continue with Open Forum meetings. This is a way to get the message out on how important local funding is for state funding. The common theme from the legislators is EMS services need to help themselves and create a local funding source. **Steve Thomas made the motion, seconded by Dave Hilbert to do a least one Open Forum meeting in each region adding more as necessary. All voting aye, motion carried.** Dave Hilbert said that New Rockford would host an Open Forum in the SE Region.

**Annual Report:** Mark Weber and Chelsey Flick have been working on an Annual Report brochure to send out to the members.

**NAEMT Conference:** Our budget allows for 2 people to attend the NAEMT Conference. **Steve Thomas made the motion, seconded by Janie Cutshaw to send Mark Weber and Tyrone Johnson to the NAEMT Conference. All voting aye, motion carried.**

**Open Meeting Violation:** Mark Weber reported that we do not have a ruling on the Open Meeting Violation that was reported to the Attorney General by Jeremy Mattison. Since we receive funding from different sources, it's not an easy decision.

## **COMMITTEE REPORTS**

**Advocacy:** Mark Weber passed out a Scope of Service and Compensation Agreement from APT Solutions. APT (Ken Tupa) will provide Legislative Interim Services to the NDEMSA. **Sherm Severson made the motion to sign the agreement, seconded by Steve Thomas. See Roll Call Vote #2. Motion passed.**

**Interim Study on a Statewide Funding Source for EMS:** If anyone has ideas for a statewide funding source for EMS, please contact Mark Weber.

**National Legislation:** Senators Conrad and Dorgan co-sponsored legislation to expand Medicare reimbursements. Mark will send them a Thank-you for their efforts.

**Nominations/Elections:** Election rules will need to be approved at the October meeting.

**Conference/Continuing Ed:** If any of the Regional Conferences are using National speakers, please let the conference committee know so we are not doubling up on speakers. We have many excellent local speakers that can be used at the Regional Conferences.

**Publications:** Curt Halmrast did an excellent job putting the last Response Times together. Please send articles to Curt by August 15 for the next issue.

**Logo:** Inventory has been counted and is stored in our trailer. Mark Weber cleaned out our storage shed and put needed items in the trailer. We are no longer paying rent on a storage shed.

**Historian:** Mona Marquart will continue updating our scrap books.

**Awards:** Awards Committee is in the process of revamping the awards. Awards/Awards Criteria is on our web-site.

**Test Team:** The test team has implemented a communications structure that is working well. They also have a main test site coordinator and a supply officer. Test sites are going well.

**DEMST:** Mark Weber reported that the RFP's will be out soon.

## **SOCIETY REPORTS**

ALS Society- No Report

I/C Report- No Report

Rescue Society- No Report

## **REGIONAL REPORTS**

SW Region- October 3& 4, 2009- Dickinson

NE Region- October 31 & November 1, 2009- Devils Lake

SE Region- January 15-17, 2010- Jamestown

NW Region- January 22-24, 2010- Minot

## **MEETING DATES**

### **2009 Dates**

June 24- Carrington- 6:30pm

October 2-Dickinson-6:30pm

### **2010 Dates**

January 15-Jamestown-6:30pm

March 24-Carrington-6:30pm

Annual Meeting-April 16-Minot-6:30pm

With no further business, **Steve Fuglestad made the motion, seconded by Mona Marquart to adjourn. All voting aye, motion carried.**

Respectfully submitted,  
Tammy Roehrich, Acting Secretary