

## **Board of Directors Meeting January 30, 2008 Des Moines Marriott Downtown**

**Board Members in Attendance:** Beach-Sickels, Blazek, Brockway, Bryant, Craighton, Ewers, Fish, Frederiksen, Glandon, Hill, Hopper, Johnson, Mallinger, Petersen, Reeves, Ridge, Robinson, Stecker, Smith, Summitt, Wright

**Staff:** Moore, Kreider

**Guests:** Kirk Schmitt

**Proxies:** Imming

**Absent:** Dumermuth, Imming, Morgan,

1. Call To Order – John called meeting to order at 3:58. Introductions were made.
2. Welcome /Determination of Quorum/Proxies/Call for Conflicts of Interest – A quorum was determined. Proxies were noted. No Conflicts of Interest were disclosed.
3. Minutes of December 20, 2007 – The minutes of the December 20, 2007 Board of Directors Meeting were approved as written. Approved as written Ridge/Craighton/Unanimous
4. Treasurer's Report – Linda Frederiksen – Linda reviewed the balance sheet, noting the \$140,000 CD at First Bank is a 3 month CD at interest rate of 4.6%. The Profit and Loss report reflects a net profit of approximately \$38,300.00 for the conference. Motion to approve the treasurer's report Craighton/Summitt /unan

The Money market account at US BancCorp has a balance of \$18.84. Motion to close the US BancCorp account. Ridge/Stecker/unan

5. Medical Director – No report
6. Office Administrator's Report – Angie Moore – Angie reminded everyone of strategic planning scheduled for February 16 and 17 at the Coralville Marriott. Anyone needing a copy of the homework Rosie sent out should contact the office. The newsletter will be mailed out the week of February 25, 2008. The Billing and Management Conference will be held May7 in Bettendorf Iowa. The Leadership Academy will be held on May 3 and 4 in West Des Moines Iowa.
7. Bureau of EMS Report – Kirk Scmhitt – Kirk reported that the Bureau has hired new AED coordinator. John Halbook started January 2, 2008. The AED and System standards RFP's are on the website. The Bureau will be presenting a Train the Trainer Rural EMS Budgeting Workshop. In the future this will probably take place twice a year. The Bureau will host a Service Directors workshop in March. The Medical Directors workshops will be held about 3 times a year.

### Committee Reports - Working Committees

- A. Executive – John Hill – John reported that the executive committee met to create the 2008 budget which is to be presented as a later agenda item. Karen Krieder resignation has been accepted, she will be available on a PRN basis until she and her husband move. The executive committee discussed the creation of a full time office position; details will follow once they are finalized.
- B. Conference – Jeff Dumermuth – Lori Reeves reported that she and Jeff are working to secure speakers for both the 2008 and 2009 Conference.
- C. Legislative – Bill Fish – Bill reported that the first few weeks of the session have been pretty quit. Bill distributed a copy of Actuarial Cost Study for EMS. There are 483 providers that the IPERS protection class will effect; it has been determined that the cost will not be significant. EMS Day on the Hill is on January 31, 2008 the subcommittee will be available in the Rotunda.
- D. Membership - Individual – Lori Reeves – Lori reported that she is working on the Adventureland event for the membership; she will report more details as they become available.

E. Membership – Affiliate – Jon Petersen – Jon reported that he is working with Bill Fish on a possible oxygen vendor for affiliates. Jon is also working with Angie on creating some options for Affiliates to receive a discount if they pay individual memberships for their entire EMS roster.

F. Membership – Corporate – Thomas Craighton – no report

G. Booth – Cheryl Blazek – Cheryl reported there are upcoming booths that need staffed. She will send an email out asking for people to sign up.

8. Old Business

- EMS Cruise – Tom Summitt – Tom reported that he is still working to clarify a combined effort with Wisconsin EMS association for a cruise in March of 2009.

9. New Business

2008 Budget – John presented the board. See Attachment below. Motion to approve the 2008 proposed budget. Craighton/Ridge/unan

Policy Brief on Firearms Prohibition for Domestic Abuse – Bill reported that IEMSA will be keeping track of the bill that will limit individuals convicted of Abuse from obtaining fire arms.

10. Adjournment

<b>INCOME</b>	<b>CONFERENCE</b>	
	Exhibitors/Advertisers	\$ 30,000.00
	Registration	\$ 165,000.00
	Sponsorship	\$ 5,000.00
	Team Competition	\$ 1,600.00
	<b>TOTAL CONFERENCE INC.</b>	<b>\$ 201,600.00</b>
	<b>MEMBERSHIP</b>	
	Memberships - Affiliate	\$ 25,000.00
	Memberships - Corporate	\$ 15,000.00
	Memberships - Individual	\$ 50,000.00
	<b>TOTAL MEMBERSHIP</b>	<b>\$ 90,000.00</b>
	<b>OTHER</b>	
	Advertisements in The Voice	\$ 2,500.00
	Billing and Management Conference	\$ 6,000.00
	EMS Leadership Conf	\$ 2,500.00
	EMS Memorial	\$ 300.00
	Interest/Investment Income	\$ 6,000.00
	Leadership Academy	\$ 10,000.00
	CEH Scanning	\$ 2,000.00
	Patient Survey	\$ 2,000.00
	Merchandise Sales	\$ 15,000.00
	Miscellaneous - Other	\$ 30,000.00
	Scholarship	\$ 500.00
	<b>TOTAL OTHER</b>	<b>\$ 76,800.00</b>
	<b>TOTAL INCOME</b>	<b>\$ 368,400.00</b>
<b>EXPENSE</b>	<b>CONFERENCE</b>	
	AV Equipment Rental	\$ 10,000.00
	Technical Services	\$ 1,000.00
	Brochure/Mailing	\$ 11,000.00
	CME Fee	\$ 500.00
	Entertainment	\$ 6,000.00
	Exhibit Hall Set Up	\$ 8,000.00
	Food	\$ 67,000.00
	Handouts	\$ 1,000.00
	Honorariums	\$ 21,000.00
	Honoring Our Own Presentation	\$ 1,500.00
	Hotel Accomodations	\$ 10,000.00
	Misc. Expense - conf.	\$ 2,500.00
	Team Competition	\$ 2,900.00
	Venue Rental	\$ 25,000.00
	<b>TOTAL CONFERENCE</b>	<b>\$ 167,400.00</b>
	<b>ADMINISTRATIVE</b>	
	Billing and Management Conference	\$ 7,500.00
	Awards	\$ 6,000.00
	Contract Labor	\$ 50,000.00
	EMS Leadership Conference	\$ 5,000.00
	EMS Week/Marketing	\$ 7,500.00
	Insurance	\$ 13,000.00
	Leadership Academy	\$ 10,000.00
	Legislative	\$ 15,000.00
	Merchandise/Booth	\$ 15,000.00
	Miscellaneous	\$ 2,500.00
	Newsletter/Web	\$ 30,000.00
	Office Overhead	\$ 25,000.00
	PI&E/Membership	\$ 15,000.00
	Postage	\$ 7,500.00
	Scholarship	\$ 2,500.00
	Scanning	\$ 5,000.00
	Benchmarking	\$ 2,500.00
	Adventureland	\$ 2,800.00
	Audit	\$ 3,000.00
	Strategic Planning	\$ 10,000.00
	Telephone	\$ 1,500.00
	<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 236,300.00</b>
	Total Expenses	<b>\$ 403,700.00</b>
	Net Income	<b>\$ (35,300.00)</b>