



## **Board of Directors Meeting, August 17, 2006 – 1:00 p.m.**

**Board Members:** Rosemary Adam, Tom Bryant, Jeff Dumermuth, Bill Fish, Linda Frederiksen, Roger Heglund, Cindy Hewitt, John Hill, David Johnson, Ric Jones, Brad Madsen, Lori Reeves, Lee Ridge, Rod Robinson, Julie Scadden, Tom Summitt, Bruce Thomas

**Guests:** Joe Ferrell, Kirk Schmitt, Lisa Arndt

**Staff:** Karen Kreider

**Proxies:** Cheryl Blazek, Kirk Dighton, Matt Madson, Jeff Messerole,

**Absent:** Doug Reed, Chris Russi, Abby Russi

1. Call To Order – Jeff Dumermuth, President – Jeff Dumermuth called the August 17, 2006 meeting of the IEMSA Board of Directors to order at 1:03 p.m.
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 June 15, 2006 – The minutes of the June 15, 2006 Board of Directors Meeting were approved as written. Adam/Ridge/Unanimous
4. Guest Presentations – Lisa Arndt – IEMSA Video – Lisa presented the IEMSA video that will be used to educate individuals about the Association and will be shown at events such as the AED distributions, the Annual Conference and other similar events. There will be three versions of this video - 1) Self narrated, 2) non-narrated, 3) web site version. She requested the board's input for the final production. Suggestions were provided. Any additional suggestions can be sent to Karen at [administration@iemsa.net](mailto:administration@iemsa.net) for forwarding to Lisa.
5. Treasurer's Report – Linda Frederiksen – Linda reviewed the balance sheet, noting that the \$150,000 investment in a 6-month CD at First Bank has been made at an interest rate of 5.35%. She reviewed the Profit and Loss statement and noted that 92% of the exhibitor income is already in, funds are starting to come in for conference registration, and conference expenses are coming in, as well. The Interest/Investment line item is currently at 34% and is expected to meet budget with the interest expected from the First Bank CD that will mature in November. A motion was made to approve the Treasurer's report as presented. Ridge/Summitt/Unanimous
6. Medical Director – Chris Russi – no report
7. Office Administrator's Report – Karen Kreider – Karen reported on the following:
  - Conference Registration – The conference registration brochure has been sent to the printers and is due to be mailed on or about August 28. A "downloadable" version has already been posted on the Annual Conference Page of the web site and a notice about this has been distributed in the e-news. One registration has already been received. In addition, on-line registration has been set up. A link to the discounted registration has been put on the

Members Only section of the web site and a general registration has been posted on the Annual Conference page of the web site.

- Web site Upgrades – A voting system has been developed on the Members Only site that will be very secure and will require a member's membership ID number in order to vote. The upcoming newsletter announces the process. In addition, the Resource CD has been placed on the Members Only site. The Shopping Cart through PayPal is still pending.
- LCD Projectors – Two 2000 lumens LCD Projectors have been purchased and are already in use.
- Laptop – A new Toshiba laptop has been purchased.
- TSAC Appointment – Rosemary Adam has been reappointed to TSAC.
- Outstanding Invoices – There are currently two outstanding invoices that need attention; both are with the Bureau of EMS – one is for approximately \$900 related to the EMS Leadership Conference in February and the other is to pay for the AED equipment purchased.
- Exhibitor space – There are only 6 spaces remaining.
- Virtual Private Network – The VPN has been installed and our technician is still working out the bugs. It should be up and running soon.
- Out of Office – Karen reported that she will be having rotator cuff surgery on August 31<sup>st</sup>. She is not sure how her recuperation will go, but her goal is to be able to work from home ASAP and be back to the office within one to two weeks. During the time that she is unavailable, Colleen will keep up with phone and e-mail. If you need to reach Karen, she can be contacted via her cell phone at 515-201-6676 or at home at 515-287-9929.
- Pad folio – A pad folio has been created for the handout at conference. It will feature a full-color cover affixed to a lined pad of paper. The inside front cover will have a pocket to hold miscellaneous materials. This pad folio can also be used at other IEMSA conferences and workshops such as the Billing Conference, Leadership Conference, etc.

8. Communications Specialist – Abby Russi – In Abby's absence, Karen reported that Abby has edited her first newsletter and continues to produce the weekly *E-News*. Karen noted that the *E-News* has become quite popular and a few new Affiliate members have joined because of it. The EMS Memorial materials were also produced by Abby. The Board offered their kudos to Abby for a job well done on that project.

9. Bureau of EMS Report – Kirk Schmitt, Bureau Chief – Kirk reported on the following:

- The Bureau has finalized the hiring process for the AED position and announced that Julie Scadden has been selected to fill this position.
- The funding processes for state and federal grants are proving to be very slow.
- The EMS Advisory Council meeting scheduled for October will be packed with initiatives, Kirk encouraged Council members to attend this meeting and encouraged the entire board to keep abreast of these initiatives by visiting the Bureau's web site for updates.

10. Committee Reports - Working Committees

A. Legislative – Ric Jones – Ric reported on the following:

- Ric & Jeff met with our Lobbyist, Cal Hultman and his associate, Mike Triplet. Ric reported that he requested a proposal from them on how they would aggressively promote IEMSA's legislative needs and the related cost to do so. Ric expects the proposal to include explanations on legislative activities as well as the usual listing. Ric hopes to be able to recommend their proposal for approval by the September meeting.
- EMS Day on the Hill - Ric announced that February 1, 2007 has been secured for EMS day on the Hill. It is his goal that the EMS Leadership Conference – 2007 be held the same day.
- IEMSA Legislative Agenda – Ric announced that he is in the process of preparing IEMSA's legislative agenda which will be presented at the Annual Meeting. He asked

that Board members forward any items that they would like to see on that agenda to him at [DrummerRic@mchsi.net](mailto:DrummerRic@mchsi.net).

- Legislative Committee Chairmanship - Ric reminded the board that he does not intend to seek re-election to his seat on the IEMSA board when his term ends in 2007. While he does desire to remain active on the Committee, the board should start thinking of who should chair it in the future. It is important that momentum is not lost. Bruce Thomas noted that the biggest bang for the membership buck is the impact that is made at the legislature on behalf of the EMS industry, and that IEMSA needs to keep in the forefront of this effort. He extended kudos to Ric for his outstanding leadership on the Committee.
- B. Newsletter – Abby Russ – Karen, reporting for Abby announced that the next newsletter is scheduled for distribution in December; the deadline for submissions is November 13. Please send articles and suggestions to Abby at [communications@iemsa.net](mailto:communications@iemsa.net).
- C. Membership – John Hill – John reported on the membership stats, noting that for the first time, affiliate membership is over 200 and corporate membership is up to 19. He announced that new corporate members include Medtronic ERS and Medic First Aid International. John announced that IEMSA's Forum is operational now, noting that this is very new and that he is still in the learning process. John requested that all board members visit the Forum to test it out before an official announcement is made. He asked for input regarding topics and offered the following as ideas: education questions, job openings, corporate member advertising/announcements, etc. All levels of members can participate in the forum. Please send any ideas, comments, suggestions to John at [jhill@spencerhospital.org](mailto:jhill@spencerhospital.org).
- D. Annual Conference – Brad Madsen – Brad reported that technology will be playing a big part in this year's conference from the scanning system to the information and registration opportunities that will be provided via IEMSA's web site. In addition:
- EMS and Nursing credits have been obtained and physician and respiratory therapist credits are in process.
  - Neighboring states' EMS Associations will be notified about conference via e-mail and a link to our web site.
  - The Entertainment committee been working on organizing the social events for Thursday and Friday nights during conference. Thursday night will feature a Jimmy Buffett night with Tiny the DJ providing the music and karaoke. This will be held in a ballroom at the Marriott this year as Pitchers will be otherwise occupied while the Marriott is renovated. On Friday night, Pianopalooza will provide music for dancing and gaming tables will be available in the largest of the Marriott's ballrooms.
  - Conference task assignments will be made starting at the next board meeting; the Committee and staff will be relying heavily on the board's commitment to these tasks.
  - 2007 conference – Brad announced that it is time to start recruiting major speakers for next year's conference and asked all board members to recommend speakers for the conference by contacting him at: [bmadsen@cityofclive.com](mailto:bmadsen@cityofclive.com).
- E. Awards Committee – Bruce Thomas – Bruce announced that the Awards Committee is scheduled to meet following today's board meeting. The usual nomination information will be published in the upcoming newsletter and is also available on the web site. Tom reported that the *Honoring our Own* program will honor at least 10 individuals and that it will probably grow to 16. The Awards Program will be held during the Annual Conference on Friday from 1115 to 1215; *Honoring our Own* will be held Saturday at 0830.
- F. Advisory Council – Jeff Messerole – Rosie, reporting for Jeff, noted that she was impressed by a Bureau announcement stating that the Bureau will be able to impact ambulance standards via a step by step process to oversee services, and will be able to pull certifications if necessary. She announced that Jeff Messerole is new chair of the Advisory Council. She also announced that continuing education guidelines are being reviewed and put in plain language; they will be posted on the Bureau's web site upon completion..

- G. SEQIC – Brad Madsen – No report (he was unable to attend the meeting)
- H. State Fire Service and Emergency Response Council (SFERC) – Cindy Hewitt - A meeting was held on Aug. 3, 2006 and featured two main discussions. 1) A council action on the FY8 budget for FSTB, 2) Administrative rulemaking and the administration of regional fire training facilities. Ross Loeder, Legislative Liaison IDPS, and Mike Coveyou, Regulatory Assistance Coordinator/Agency Rules Administrator DPS were present to educate the Council on upcoming activity. A Public hearing on HF2782 or ARC 5256B was held Aug 17, 2006. The Council also reviewed and offered changes to the drafts for application of funds and Memorandum of Understanding on the regional emergency response training centers.

The Iowa Legislature General Assembly has set up a 2006 Interim committee called “Emergency Services Study committee.” It will study the governance, structure, and funding of the state’s emergency services and available training for emergency services providers as well as receive input from the Dept of Public Defense’s Division of Homeland Security and Emergency Management; Depts. of Human Services, Public Health, and Public Safety, including the State Fire Marshall; and representatives of emergency services providers, including the Iowa Fireman’s Assn, Iowa Fire Chief’s Assn, Iowa Assn of Professional Fire Chief’s, Iowa Professional Fire Fighters, IEMSA, and emergency room physicians. Senator Tom Hancock and Pat Ward are the co-chairs, with Jeff Danielson, and Dave Mulder. Representative Linda Upmeyer is the co-chair, with Geri Huser, Roger Thomas, Dave Tjepkes, and Phil Wise on the House side. Cindy has been in contact with Roger and he will keep her informed on the activity.

The Council would like all of organizations to share their legislative agendas for discussion at the Nov. 2 meeting. Jeff Dumermuth, Ric Jones and Cindy will be in attendance. Cindy urged everyone to become active in talking with their respective legislative officials about these projects. The current plan does not represent the best geographic locations in the state. It will only place 2 burn buildings south of the interstate 80 and they will be on the opposite sides of the state, leaving the bottom 1/3 of Iowa without resources. These sites are to be available for EMS training, so please talk with your key legislators.

- I. Training Programs – Cheryl Blazek – no report
- J. TSAC – Rosemary Adam – Rosie reported that TSAC met in July and that two task groups were developed to evaluate the Education and Trauma system rules. Rosie announced that she will be leading the Education task group. The goal of this group is to evaluate what education is required for each level, noting that there is a serious need for data in this regard. She also noted that funding to complete these evaluations is an issue. She will be asking the Training Program representatives for assistance. A study on issues/outcomes has been requested. This survey will be sent to service and medical directors to ask them how well we are educating our professionals about trauma.
- K. Rural Health Association – Julie Scadden – Julie reported that she has been appointed to the Rural Health Association. She announced that they are in the process of planning the Rural Health Summit to be held on September 20, 930 – 215 at the Hygienic Lab Facilities in Ankeny, Iowa. The theme for the summit is “Moving Beyond Ain’t it Awful: Solutions for Rural Healthcare Access.” Their goal is to provide low-cost, low-tech valuable, innovative ideas for improving access to rural healthcare. Their keynote speaker is Jonathon Claffey, Assistant Administrator for the Rural Development Utilities Programs Telecommunications Program from Washington, DC, who will be speaking on Telemedicine. We will also present a panel to share solutions that have worked for those “in the trenches” in rural healthcare. Following the summit, they will be having an open forum with the candidates for Secretary of Agriculture, and both candidates will be present to discuss rural health issues. The Planning Committee is seeking questions from EMS professionals to ask the candidates.

Please contact Julie at: [jscadden@evertek.net](mailto:jscadden@evertek.net) if you have any questions they can use.

## 11. Old Business

- EMS Memorial – Jeff Dumermuth – Jeff reported that Abby did a great job of capturing the spirit of the project; he also extended his thanks to Julie and Tom for editorial assistance. \$16,000 has been committed to date from Wal-Mart at Jordan Creek (\$5000), Durant Ambulance (\$1000), IEMSA (\$5000) and the West Des Moines EMS Association (\$5000). Jeff is optimistic about reaching goal. A proposal has been sent to Prairie Meadows and personal contacts have been made with Mercy Des Moines and Iowa Clinics. A solicitation plan will be made which will include IEMSA membership and vendors. He noted that many local stores have giving programs and encouraged all board members to check with their local Hy-Vees, Dahls, Wal-Marts, Walgreens, etc. to solicit donations. Jeff announced that Julie Scadden is working on pin/coin fund raising program and Tom Summit is working on some leads. Production of memorial will take approximately 6 months and that the artist requires 50% down to start the project and the remaining 50% is due upon delivery. Jeff asked the board to consider putting up the money so that the project can be started. A motion was made to provide the artist with the 50% down payment. Adam/Fish; asking board to consider putting the money up to start the project; motion to make down payment; Adam/Fish/ Discussion – Bruce Thomas recommended that IEMSA liquidate the USBANCORP money market account to fund this down payment. The motion was unanimous.
- Leadership Academy – Jeff Dumermuth – Jeff reported that registration for the Academy is coming along well; 17 of 25 seats are filled with a good mix of small and large services. He gave a brief review of the program.
- AED Grant – Jeff Dumermuth/Karen Kreider – Jeff reported that the AED distributions have begun. Karen was asked to send the list of recipients to board. The remaining distributions are scheduled as follows: Mason City, 7:00 p.m., Friday, August 18, Manchester, 11:00 a.m., August 19 and Clive, 7:00 p.m., August 21. Jeff acknowledged Kirk and the Bureau for their participation at the distribution.
- CE Scanning – Jeff Dumermuth/Karen Kreider – Jeff announced that the CE scanning project is underway. An adjunct to the membership software that is currently used will be created for \$4000. The hardware purchase in process, as well.

## 12. New Business

- A. National EMS Museum – Julie Scadden – Julie announced that an effort to develop a national EMS museum was proposed by NAEMT on June 30<sup>th</sup>. NAEMT will provide the seed money to start the project; they hope to unveil this project at the upcoming Expo. Julie noted that no action is needed from the IEMSA board at this time, although she asked that IEMSA consider jumping on board as a supporter of the project. The EMS Museum concept includes three components – a standing repository, a virtual museum and a regional traveling museum.
- B. NAEMT Award – Julie Scadden reported that she had the honor of nominating Jeff Dumermuth for the NAEMT William Klingensmith EMS Administrator of the Year Award and announce that he had won. The Board offered their congratulations to Jeff. This award will be presented at the NAEMT meeting in Las Vegas.

13. Adjournment – The August 17, 2007 IEMSA Board of Directors meeting was adjourned at 3:15 p.m.