

**Interior Region EMS Council, Inc.  
Board of Directors Meeting  
Minutes of 11/17/06**

**MEMBERS AND GUESTS PRESENT:**

Jeannette Hansen - Urban	Carol Meyer – FMH
Jenny Brown – Rural Highway	Chuck Kuhns – Urban
Debbie Reed – TCC	Barry Jennings – FNSB
Adlai Alexander – Rural Non-Highway	Jenny Brady- Rural Highway
Yvonne Howard – Rural Non-Highway	

**MEMBERS ABSENT:**

Major Jeffrey Mosso – MAST  
Danny Robinette, Medical Director  
Scott Learned – Urban

**STAFF PRESENT:**

Dan Johnson, Executive Director  
Samara Steele, Administrative Assistant

**ROLL CALL & CALL TO ORDER:**

Jeannette Hansen, Chairman, called the meeting to order at 9:00AM. It was determined a quorum was present.

Approval of Agenda

*Motion was made by Yvonne Howard and seconded by Carol Meyer to approve the agenda as presented. Motion passed unanimously.*

Approval of Minutes of 9/8/06

*Motion was made by Yvonne Howard and seconded by Jenny Brady to approve minutes of 9/8/06. Motion passed unanimously.*

**REPORTS & COMMENTS:**

Board Member Comments:

Board Members gave their reports (available on tape).

Audit Report:

Debbie Gross from Richards, Johnson and Granberry P.C. presented and explained the attached Financial Statements and Supplementary Information. The audit was clean and

unqualified. There were some recommendations made on how to adjust the financial record keeping to keep pace with new developments in IRS and other non-profit oversight.

Financial Report:

Dan presented the attached first quarter financial report. Significant differences from last year at this time were explained and discussed.

Training Report:

In Dave Rockney's absence, Dan presented the attached training report and discussed upcoming classes.

Resource Report:

Julie Lawyer presented the attached Resource Report.

Tok's Sub Regional:

Tom presented the attached Tok Sub Regional Report.

Executive Director's Report:

Dan reported on the site visit by the Rasmuson Foundation. Carol Meyer and Jeannette Hansen were present. The Rasmuson representative seemed impressed by our board participation with the meeting as well as the board contribution that was required for the garage door grant.

Dan reported on the progress of Code Blue. Phase 5, it is almost complete. We were verbally told by USDA that one project in the state was funded for Phase 6, and it was our region. We have not received written confirmation of this to date. Nor have we heard back from the Rasmuson foundation grant that was presented at the last board meeting. Once we get written confirmation, funding will be complete for Phase 6 and purchasing of all projects can commence. The future of Code Blue may not include the USDA which makes future phases uncertain.

Dan discussed the medical director sponsorship for Nenana, Healy, and Anderson & Clear. The ambulance from Two Rivers is functioning well in Anderson. The ambulance was sent from the Fairbanks North Star Borough to Anderson to serve as a back up until their new ambulance comes.

Dan discussed his participation in the Pandemic Flu Mass Dispensing Clinic. Dan participated as an observer/evaluator. He felt that it was a good exercise and they met their goal, and that it went smoothly. There were a few issues that could be addressed but were discussed in the debriefing after the clinic.

Dan updated the Board on the Northway ambulance remount and the Manley Slide-in Unit. Both are viable options for squads that do not have funds available for a new ambulance. Pictures of both exterior and interior will be available on the IREMSC website.

Dan asked the Board if they know of any communities that want satellite phones. The state has satellite phones that are available to communities in the state through homeland security funds.

Dan discussed the changes in the AHA curriculum and his frustration with it. When changes are made, regional and local training offices absorb all of the impact of obsolete materials without any support from the AHA in reducing this expense. He also addressed the problem with the AED reprogramming and the challenges and significant costs it presents to local squads. He would like to know if the AHA uses any cost benefit analysis when they decide these changes.

Dan addressed the article in the Daily News Miner about the ALMR system. He discussed how many other communities have received funding for the upgrades but some rural EMS squads have no funding at all to make the expensive changeover to the new technology. He discussed the administrative and financial hardships that squads will be facing in trying to convert to the ALMR system and plans to work with state officials and legislators to mitigate this problem.

Dan has been invited to participate in a project by the FCC and the distance delivery of education services. He has been asked to represent the EMS section. More information will be presented at the next board meeting.

Dan addressed questions brought up by the auditor. Progress has been made on a financial policy and procedure manual. A draft conflict of interest policy will be presented at the next board meeting. He addressed the possible need for an internal audit committee. He went over the internal audit procedures that are currently in place and he feels that we don't need to expand the procedures at this time, but rather review them with the Board and formalize them in an integrated policy if necessary. He suggests that we discuss this at the next meeting and for the Board to think of any questions or concerns that need to be addressed at that time.

Dan asked the Board to consider a strategy to prepay principal on the building loan. It will be an item of business at the next meeting.

Meeting Recessed for Lunch at 12:15PM

Meeting Reconvened at 12:50 PM

## MAST Report:

Dan met with the MAST steering committee in October. They had over 20 MAST missions in the last quarter. They are still having issues with the transportation of the deceased as a courtesy to the troopers. The problem is when they land at the hospital. An ambulance is taken out of service to transfer the body to FMH. FMH is not set up to receive dead bodies – there is no procedure for accepting, supervising or transferring a person who has not died in the hospital. They have limited morgue space. Other options have been considered, but have not worked out. Dan will organize a meeting of the Troopers, FMH and MAST to see if a reasonable plan can be developed.

## **BUSINESS:**

### Bylaw Revisions

Dan presented and explained the bylaw amendment for Article VI, sections 1 and 8 (see attached). These drafts were based on direction given by the Board at the September meeting (see notes from September meeting).

There was a discussion on the need to require board member giving and the best method of accomplishing that.

***Motion was made by Carol Meyer and seconded by Jenny Brown to adopt the following bylaw amendment, subject to approval by the membership at the next membership meeting:***

***Article VI, Sections 1 of the Bylaws shall be amended by adding paragraph F as follows.***

### ***ARTICLE VI: BOARD OF DIRECTORS***

#### ***Section 1. DUTIES AND RESPONSIBILITIES***

***F. Make an annual financial contribution of to the Corporation. A contribution is required, but the amount shall be determined by each Director or in accordance with policies established by the Board.***

***Motion passed unanimously.***

After the discussion on the best method of making these contributions, it was agreed that board members may give any contribution they wish and receipts would be issued as appropriate. Any anonymous contributions given by board members during meetings and other events would be allocated equally to all board members. The Board will reconsider this strategy and develop another if necessary.

The second proposed amendment for Section 8 was not considered to be necessary and therefore was not acted on.

***Motion was made by Jenny Brady and seconded Debbie Reed that records of individual contributions should be kept, but not made public. It will be the policy to list individual board members anonymously for any public reports or reports that are required by funding corporations. Motion passed unanimously.***

Board Member Resignation/Replacement

***Motion was made by Jenny Brady and seconded by Carol Meyer that we elect Mike Cuber into the seat vacated by AC Bates departure. Motion passed unanimously.***

Schedule Next Meeting

The next board meeting was scheduled for February 9, 2006.

***Motion made by Jenny Brady and seconded by Yvonne Howard to adjourn.***

**Meeting Adjourned at 1:40 pm.**

Respectfully Submitted By,

Samara Steele, Administrative Assistant  
For

Carol Meyer, Secretary