

**Interior Region EMS Council
Board of Directors Meeting
Minutes of 9/8/06**

MEMBERS AND GUESTS PRESENT:

Jeannette Hansen - Urban	Scott Learned – Urban
Edna Peters – Rural Non-Highway	Jenny Brady- Rural Highway
Adlai Alexander – Rural Non-Highway	Carol Meyer – FMH
Debbie Reed – TCC	Chuck Kuhns – Urban
Yvonne Howard – Rural Non-Highway	Kathy McLeron-State of Alaska EMS Unit Manager
Jenny Brown – Rural Hwy.	SSGTJason jones
Major Jeff Mosso – MAST	CW2 Patrick Morrow

MEMBERS ABSENT:

Barry Jennings – FNSB
Danny Robinette, Medical Director

STAFF PRESENT:

Dan Johnson, Executive Director
Dave Rockney, Training Coordinator
Samara Steele, Administrative Assistant
Wilma Vinton, Contract Accountant

ROLL CALL & CALL TO ORDER:

Jeannette Hansen, Chairman, called the meeting to order at 9:13AM. It was determined a quorum was present.

Approval of Agenda

Motion was made by Yvonne Howard and seconded by Edna Peters to approve the agenda as presented. Motion passed unanimously.

Approval of Minutes of 2/10/06

Motion was made by Edna Peters and seconded by Scott Learned to approve minutes of 2/10/06. Motion was unanimously.

REPORTS & COMMENTS:

Board Member Comments:

Board Members gave their reports (available on tape).

Financial Report:

Wilma presented the attached Financial Report.
Dan explained any significant differences from last year at this time.

Training Report:

Dave presented the attached training report and discussed upcoming classes. We have been awarded the borough contract again. Dave discussed the AHA rollout transition and the updating of instructors and his appointment of national AHA faculty.

Resource Report:

Julie Lawyer the new Resource Specialist introduced herself and gave her background. She presented the attached Resource Report.

Administrative Report:

Samara presented the attached Administrative Report.

Tok's Sub Regional:

Dan presented the attached Tok Sub Regional Report.

MAST Report:

Major Mosso discussed the issue of transport of the deceased. A solution is in the works to avoid involvement of hospital admission and ambulance transport. The new MAST hanger being built has been delayed. Acquiring funding for ALMR radios for MAST was suggested and discussed. Mr. Morrow presented the attached MAST Report

Dan reported that several MAST soldiers helped us move our office and thanked them for that. He described what the MAST meetings cover and encouraged board members to attend MAST meetings.

Executive Director's Report:

Dan applauded the staff's involvement, creativity, patience and extra effort in the move.

Dan addressed the resource specialists hiring and Julie's work within the organization.

Dan reported on the progress of Code Blue Phase. Funding is pretty much in place for the phase 6.

Dan discussed the Rasmuson “Tier II” grant proposal for Code Blue. By an unusual set of circumstances, the proposal involved only one individual community which really isn’t in the spirit of a regional project. The normal policy is that for proposals that just benefit one community rather than region-wide, it is best for that community to develop the proposal themselves and administer the subsequent grant. There will be a site visit by a Rasmuson representative on September 14th. Participation by board members is needed.

Dan discussed the 20% increase in our annual budget that we received from the state. The use of this 20% will be discussed as business later in the meeting.

Dan discussed the annual state and regional EMS awards. Dan said that for the last few years we have had trouble get nominations for these awards. Dan encouraged the Board Members to put out the word concerning these awards to get nominations sent in.

Dan updated board members on the Pandemic Flu meetings he has been attending and the steps the state is taking to plan for flu events. Dan also mentioned the mass drill for shots that will be happening in Fairbanks on Friday October 18 from 12pm-8pm. He encouraged the board members to participate by either volunteering or getting a flu shot.

BUSINESS:

Board Member Resignation

Dan explained the process of the board resignations. AC Bates has resigned due to his moving. His seat expires in 2008. Dan brought up that Mike Cuber of Tok has volunteered to be considered as a replacement. Edna Peters volunteered that Sylvia Pitka from Northway might be interested in the AC’s board seat as well. The membership recommended that we wait until November so that they can recruit interested parties on the Highway system.

Motion was made by Edna Peters and seconded by Adlai Alexander that we elected a vacant position in November. Motion passed unanimously.

Meeting Recessed for Lunch at 11:45AM.

Meeting Reconvened at 12:19PM

Review of Building Purchase and Renovation

Dan explained the attached Calculation of Cash Reserves after Move & Renovations spreadsheet. He gave an overview of what renovations & repairs have been done since we signed closing papers on the new building.

Dan discussed the roof repairs needed on the building. The Rasmuson Foundation has awarded partial funding for the project and there are is other cash that is possibly

available for the project. When deciding on the building purchase and renovation, the Board directed staff to retain at least \$40,000 in cash reserves. Although the project will cost more than originally anticipated because improvements to insulation and ventilation will be done, the project can be completed within that financial parameter due to lower than anticipated costs for some items, and additional sources of funding that have been found.

Motion was made by Carol Meyer and seconded by Chuck Kuhns that we proceed with the roof renovations this year. Motion was unanimous.

Dan discussed the replacement of the existing garage doors with more energy efficient doors. IREMSC has received a partial grant from Rasmuson Foundation to replace the doors with the remainder budgeted from the building renovation budget. The doors are scheduled to be replaced September 2006.

FY07 Operating Budget

Dan discussed the principals that were used in developing the proposed budget which reflects a 20% increase. See attached sheet and list.

Dan and Wilma Vinton discussed the FY07 Revised Budget and answered board questions.

Motion was made by Chuck Kuhns and seconded by Edna Peters to accept the FY 2007 Budget Line Item Revision as presented. Motion passed unanimously.

State Office Report

Kathy McLeron, EMS Unit Manager for the State of Alaska addressed the board. She congratulated IREMSC on our building purchase.

Kathy encouraged the Board Members to put out the word concerning state and regional EMS awards to get nominations for next year's state symposium.

Zoann Murphy has become the certification specialist with the state. They are working on streamlining the certification process. The state is working on reworking the entire computer system for the state EMS system. The average complete application takes 4 days to process. The "common" mistakes made in applications will be put in report form and be available on the state website.

The EMS section chief worked really hard to help the regions get the 20% increase in funding. They were the 2nd highest public comment that the legislature received.

The state is working on getting a “run” reporting system in place. Little data is known about runs. The availability of this information can be used to justify grant funding in the state.

The National Registry of EMTs (NREMT) will be going to computer testing January 2007. There will be a site on the UAF Campus and one downtown. It will be serviced by Pearson testing.

Board Contributions for Rasmuson Grant

Dan discussed the new policy of the Rasmuson Foundation to give preference to organizations that have board giving. He explained that a small portion of the grant received from them was received in the form of a challenge grant. The grant required \$700 in board giving. The board has met the challenge. Dan posed the question is the Rasmuson Foundation an important source of funding and should we continue seeking those funds with their current stipulations. Dan proposed three possible solutions:

1. Tell the Rasmuson Foundation that we don't require board giving and let them decide future funding proposals with that understanding.
2. We change our by-laws to require that each board member gives a cash donation that is meaningful and significant by their own standards with no dollar amount specified.
3. We pay the board members stipends. Some Board members may voluntarily decide to use this as a source for their donation.

Motion was made by Chuck Kuhns and seconded by Jenny Brown that an amendment to the bylaws is presented at the next board meeting requiring board giving. Motion passed unanimously.

Motion was made by Chuck Kuhns and seconded by Jenny Brown to establish a board member stipend if the bylaws allow it. If this is not the case, a bylaw amendment allowing board stipends is proposed. Motion was unanimous.

Rasmuson Site Visit

Dan announced that the Rasmuson site visit will be next week September 14, 2006 at approximately at 4pm. The purpose of the meeting is for our Tier 2 grant proposal to refurbish two ambulances in the Tok area. Dan asked that a couple of board members be present to meet the Rasmuson representative. Jeannette, Carol and Chuck volunteered to be at the meeting.

Schedule Next Meeting

The next board meeting was scheduled for November 17, 2006

Motion made by Edna Peters and seconded by Jenny Brady to adjourn.

Meeting Adjourned at 3:00 pm.

Respectfully Submitted By,

Samara Steele, Administrative Assistant

For

Carol Meyer, Secretary