



## South Dakota Emergency Medical Technician's

SDEMTA Executive Council Meeting Minutes  
Brule County Courthouse – July 23, 2011

**1) 9.07 am** At this time President Kurt called the meeting to order.

Our meeting opened with those present reciting the Pledge of Allegiance.

**2) Roll Call: State Officers:** President Kurt Klunder, V. President Gary Lembcke, Secretary Linda Georgeson, Treasurer Margaret Kuipers, Training Officer Katheryn Benton

**District I:** President Joe Schnell, V. President Bill Rise; **District II:** President Tom Lines, V. President Barb Thaler; **District III** President Doug Glover; **District IV:** President Chuck Bell, V. President Dale Ringgenberg; **District V:** President Scott Larson, V. President Edna Dale; **District VI:** President Andy Binder, V. President Matt Thompson; **District VII:** President Cheryl Hogg, V. President Chuck Hansen; **IC Society:** Curt Hasart. Also present was **DPS** Danny Hayes who is also our EMS office Liaison.

Visitors were as follows: Sarah Jensen, Trina Runner, Cindy Bohlen, Sina Glover, Cheryl Clark, Stacy Peterson, Christy Hornseth, Mark Nickles, Cole Adema and Mary Lines.

### **3) Approval / Additions to agenda:**

\*\*\*Added under new business will be number **17) Life time membership**

\*\*\*Conference report and fees will be discussed under District Reports.

\*\*\*Motion by Joe Schnell to approve the agenda with changes with a second by Barb Thaler.

All in favor - MC (01-07-11)

**5) OUT OF SEQUENCE AS PER PRES KURT – At this time he declared executive session. All visitors were dismissed. 9:20 am. Declared back in session at 10:55 am.**

**4) OUT OF SEQUENCE:** Motion to approve the April EC minutes as printed and published in the “Thoughts” was made by Gary L with Matt T seconding that motion. All in favor – MC (02-07-11)

#### **a) Action from Executive Session**

\*\*\*Scott Larson made a motion to continue Sarah Jensen’s probation until October 31, 2011. This will allow her to attend and receive credit for conference 2011. Chuck H made a second to that motion. All in favor – MC (03-07-11)

\*\*\*Andy B made a motion to reprimand Trina Runner both verbally and in writing for unprofessional conduct as Training Officer for District 4, and to further demote Trina to the status of member not in good standing for a period of one year, effective today, and to allow her present probation to expire October 31, 2011. A second to that motion was made by Matt to. All in favor – MC (04-07-11)

\*\*\* Motion was made by Andy B to formally reprimand Chuck Wiley in writing for unprofessional conduct as Training Officer for District 7 and allow his probation to expire October 31, 2011. That motion was seconded by Matt. All in favor – MC (05-07-11)

\*\*\*Motion was made by Andy to have President Kurt pen letters to the SDBMOE in reference to both Chuck and Trina’s probation and disciplinary disposition within the Association. Cheryl Hogg seconded that motion. All in favor – MC (06-07-11)

\*\*\*Pres. Kurt will also pen the letters to those being reprimanded.

### **OFFICERS REPORTS**

#### **6) President’s Report:**

*“Dedication and Sacrifice so that others may live”*

**a) Appointments:** Pres. Kurt informed us that he has appointed Kathy Chesney as our Chaplain.

\*\*\* **Heartland:** This is pretty much a dead issue.

\*\*\***EMS Service of the year** – there were 2 applications for this award.

\*\*\* **Sue Schurmann’s Award** – there was only 1 application for this award.

\*\*\* **EMT of the Year** – it was reported that there were 5 nominations for this award.

\*\*\* **Nominating committee** – Will remain as is: Dale Ringgenberg and Bill Rise

\*\*\* **Memorial Committee** – Will be current secretary Linda Georgeson and current District Secretaries.

\*\*\*At this time Linda requested that Cheryl Hogg be reimbursed for her payment of the wreath she purchased to be used at our memorial services. Since we were unable to have our normal memorial service, usually held in July at the Monument on the capitol grounds in Pierre, Cheryl purchased a wreath, set up some memorabilia at the memorial and took some photos for us to reflect on today.

\*\*\*Tom made a motion to reimburse Cheryl, with a second by Bill. All in favor – MC (07-07-11)

\*\*\* **NCEMSC Committee** – Joe Schnell touched on this.

\*\*\* **Council** – there will be no action till January

## **b) Submission of Bills**

**c) NAEMT Conference** – Bill Rise was elected as National EMT of the Year. Congratulations, Bill!

\*\*\*There was some discussion on Kurt attending National Conference.

\*\*\* It was then decided by motion to advance him 2000 dollars for flight, meals and lodging with receipts turned in when he returns. Any monies remaining would be returned to the association. This motion was made by Katheryn with a second by Tom. All in favor – MC (08-07-11)

## **7) Vice President’s Report**

**a) Gary** spoke on the “Thoughts”. He stated we are entitled to more pages but he needs more articles to submit and encouraged anyone who has a special event to submit an article as well as all of us as officers. We are getting much more coverage than we did with our own publication and it is costing us less money. He needs to have the articles by NO LATER than the 10<sup>th</sup> of the month.

\*\*\* Again we would like to remind you that if you are receiving duplicate copies of the Fire Fighter/EMT Thoughts, Gary requests that you would please Email him the **CORRECT, ACCURATE** address as to where you wish to receive your magazine.

## **b) By-law and Policy and Procedure changes**

\*\*\*There were several potential changes discussed. One being that any disciplinary action in the future be done by the Executive Council.

\*\*\* It was also decided that Gary would re-write the nomination form for EMS Service of the Year. He will do so and present it at the next EC meeting which will be in November at conference.

\*\*\* Gary and everyone present thanked Andy for the time he spent going through the by-laws and policy and procedures we have in place at the present time. Everyone realized it was a very time consuming job and even though we agree that there are changes and updates needed, we are not ready to make any sweeping changes at this time.

\*\*\* One of the other changes discussed was the wording that says if you are not a member of a service, you are not a member of the association.

\*\*\* **If** there are any changes that anyone wishes to be made to the policy and procedures or the by-laws, they need to be made 90 days in advance and published 30 days prior to conference, which means they need to be to the secretary no later than August 3.

## **8) Treasurer’s Report**

### **a) Financial Report - quarterly**

\*\*\* Margaret handed out the quarterly financial report.

\*\*\* We have \$22,672.50 in our bank account. In this quarter we took in \$3,963.96. Our total so far this year for education stands at \$13,919.28.

### **b) District Reports**

*“Dedication and Sacrifice so that others may live”*

\*\*\* Recommendation by the treasurer to change the policy to read that each District would get \$1500.00 for education funds for the year of 2012. Margaret also reported that except for District 7, she has all quarterly reports.

\*\*\* At this time Tom made a motion to accept treasurer's report as given. Gary made a second to that motion. All in favor – MC. (09-07-11)

### **c) Donation**

\*\*\*Margaret also brought it to our attention that we have received a \$230.00 anonymous donation. To whom it may concern: SDEMTA would like to THANK YOU.

Adjourn for lunch at 12:02 and reconvened at 1pm.

### **Approval of bills**

Scott made a motion to pay all outstanding bills with a second by Barb.

Short discussion about several of the bills that had been submitted did not have receipts attached to them. With the agreement that the receipts did indeed exist and would be given to Margaret, the motion passed with all in favor. (10-07-11)

## **9) Secretary's Report**

### **a) Officer agreements**

\*\*\* Linda again handed out packets to the district presidents. These included the officer's agreement forms. (Most of these were turned in by the end of the meeting) Thank you to all who filled these out. I am still missing a few but will work on getting these cleaned up before conference.

### **b) Memorial Services**

\*\*\* There was a short discussion on the TWO memorial services that we will be having at Conference. Linda thanked the committee for allowing her time to have the service normally held during the meeting in July at Pierre. She will be contacting district secretaries with duties, needed materials and sooner to conference a date, time and place we will be meeting to finalize our plans.

\*\*\* **Please remember**, if you have lost anyone, or know of anyone who has passed away and needs to be remembered at our service, the paper work needs to be filled out properly and turned in to the secretary so these plans can be made and the service can be done in an orderly fashion. THANK YOU IN ADVANCE for everyone's help with these two services.

## **10) Training Officer Report**

### **a) District Training Officer Reports**

\*\*\*Katheryn feels that we need to find better way to communicate our available training times. She also mentioned that the district training officers don't always get their up coming training to her. Tom also suggested putting it on a calendar and posting it on the EMS web site. Any suggestions from anyone on a better way to get this information out? Much of it is actually getting put in the "THOUGHTS" but that is not always an option.

\*\*\* She also reminded us of the paper work that is **required** to receive funds for district training. Please, if everyone could follow this, it would make the treasurer's job much easier and it would make for fewer questions about where that funding is going.

\*\*\* She also gave us an update on some conference information but will get into that in more detail later in our meeting.

\*\*\*At this time we don't have any refresher courses on the horizon nor are there any mini conferences scheduled.

## **COMMITTEE REPORTS**

### **11) Office of EMS & DPS – Danny Hayes**

\*\*\* Danny updated us on some information from the summit which was held a year ago. John Beck from Rural Health has been in contact with him on items of interest which came out of that summit. Several months ago, there was a summery on the information gathered sent out to those who attended.

*"Dedication and Sacrifice so that others may live"*

\*\*\* There have been questions on if and/or when there will be monies available for PHTLS classes. Danny informed us that after October 1, there will be grant money once again for these classes.

\*\*\* The EMS training sessions for directors has not been very well received and the Medical Directors are not excited about this at all. Attendance has not been good at these sessions.

\*\*\* Danny and Curt H have emailed out new test team manuals. We were asked to please go over them, study them and if we have any questions about anything, please feel free to contact either one of them with your concerns.

\*\*\* It was also brought to our attention that during the up coming legislative session, we are going to try to lobby for a bill that would help protect us as emergency workers when we are out on the street. We need to be thinking about this, and we also need to be talking to our political people about this.

## **12) Conference 2011**

**a)** Katheryn, Dale R and Chuck B gave us a very informative update on the upcoming conference. We received a rough outline of the conference plan which included classes and events for each day, with some times and places for classes and other activities subject to change. This update also outlined Pre-conference classes and activities for Wednesday and Thursday, November 2 & 3.

**b)** Dale sent a sheet around for room sign up as we were getting an update. EC was informed that anytime after August 15 we will be able to call the Ramkota and confirm our rooms but we must have a cc in order to do this. Anyone having questions, please contact Dale Ringgenberg. His number and email can be found in the "Thoughts".

**c)** Conference committee then asked for monetary assistance for a welcome packet for those in attendance. They are looking at back packs. Margaret checked in the past treasurer's reports and budget what had been done and how much had been allowed.

\*\*\* After some discussion on this Scott L made a motion to grant the committee a budget of \$3600 to be used as a give away at the conference. Doug G supported that motion with a second. All in favor – MC (11-07-11)

**d)** At this time we were given more detailed information on pre-conference classes; registration information; as well as some of the incentives for pre-registration and for attending the entire conference. As mentioned earlier, some of these classes will actually begin on Wednesday, November 2, so make sure that if you will be attending and are looking for some particular education hours, please check the class schedule closely. There will also be a minimal charge for some classes this year, because of the price of the education books.

**e)** Chuck B made a motion to set **full conference fees at \$135** and the **short conference fee at \$90**. Bill R made a second to that motion. All in favor – MC (12-07-11)

**f)** Discussion on a policy and procedure addition: In addition to the 7 District Presidents and Vice President's fees being waived to attend conference, there will be 2 persons who will have their fees waived if they are representing any given society and serving on the EC.

\*\*\* There was a motion on this addition by Gary L and a second by Tom. All in favor – MC (13-07-11)

\*\*\* It was also decided in the President's meeting on July 22, 2011 to enforce (beginning with Conference 2012) appointments by the current president will be as follows: He or she will appoint one person for a term of 2 years to be in charge of Registration, Training and Vendors and that a second person to help on these committees will be appointed by the conference in charge. Current Pres. Kurt appointed the following: State Treasure at present time, Margaret Kuipers will be in charge of registration; present State Training Officer Katheryn Benton will be in charge of training and Current President of District 3 Doug Glover will be in charge of vendors.

## **13) IC Society**

**a)** It was reported that Chad Skiles has stepped down as IC President, although it has not been officially noted in writing. Katheryn Benton will move up to President and she has chosen Ruth Aruthart as her VP. She will finish the current term of Chad Skiles.

*"Dedication and Sacrifice so that others may live"*

b) November 18-20 are dates set for an NAEMT IC class to be held in Chamberlain at the AmericInn.

## **OLD BUSINESS**

### **14) AED Clearing House**

a) Chairperson Tom Lines requested that this be taken off of the agenda, as there has been little to no interest in the project.

### **15) Service Director Letters**

a) Andy Binder has been attempting to communicate with service directors who would like to join the society, (particular those who are not EMT's) with little success. Kurt will contact John Becknell and check with him about an easier way of accomplishing this.

## **NEW BUSINESS**

### **16) District Projectors**

\*\*\* Chuck Bell informed us that in addition to the problems he has encountered in his district, he has also discovered that the projectors that the association owns are now obsolete and can no longer be repaired. He has one that can be used for parts, so before going out and purchasing a new one, please contact him.

### **17) Life Time Membership**

\*\*\* As of now, we have no nominations for Lifetime member ship for 2011.

\*\*\* After a lengthy discussion about the needed qualifications on who can actually be nominated for and receive the honor, Kurt nominated Margaret Kuipers.

\*\*\* Motion was made by Katheryn to nominate Margaret - with paperwork to be submitted by Kurt - with a second by Cheryl. All in favor – MC

(14-07-11)

## **DISTRICT REPORTS**

**District I** – They are working on next year's conference and have also been working on rescue training.

**District II** – Our district picnic was last weekend in Hurley hosted by Linda and our yearly banquet is coming up on August 13 in Hartford. There is an EMT class coming up in fall at SET.

\*\*\*We are going to bid on RFP Training.

**District III** – Reported that there is nothing significant going on at this time.

**District IV** – Christy Hornseth is the District 4 new training officer. Training with NE Electric is scheduled for July 28. They are busy helping with the 2011.

**DISTRICT V** – They are doing their regular training and are trying to set up a PHTLS Class for fall. They are currently waiting for funds for that class. They will have fit testing coming up as well.

**DISTRICT VI** – They host a refresher course every 2 years and they are also waiting for funds for PHTLS class.

**DISTRICT VII** – They are involved heavily in getting the conference details in place for fall. Cheryl introduced their new training officer Cole. As of right now, he has no training scheduled at this time.

Pres. Kurt reminded us that if we, as districts, need to elect new officers, according to by-laws/policy and procedures that we need to get that done BEFORE conference.

There being no other business to come before the board, there was a motion by Matt with a second by Curt to adjourn. All in favor – MC (15-07-11)

Respectfully submitted,

Linda Georgeson

SDEMTA State Secretary

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