



South Dakota Emergency Medical Technician's

SDEMTA Executive Council Meeting Minutes
January 21, 2012
Go To Meeting (Via the web)

1)10:04 am In the absence of President Kurt, Vice President Gary called the meeting to order. At this time Andy Binder, who was conducting the webinar meeting did roll call.

2) Roll Call: State Officers: V. President Gary Lembcke, Secretary Linda Georgeson **arriving late**, 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:** Jennifer Monson proxy for President Chuck bell; V. President Dale Ringgenberg; **District V:** V. President Edna Dale; **District VI:** President Andy Binder, V. President Matt Thompson; **District VII:** President Ross Mattheis, V. President Chuck Hansen.

IC Society: Katheryn Benton and Ruth Airheart

DPS Representative: Danny Hayes.

Visitors known to be present: Brent Kolstad from Office of Emergency Management/Department of Public Safety, Mike Steffen as District VI Political, Cindy and Mark

At this time there was a short discussion, introduction and explanation of how the Webinar system works.

3) Approval / Additions to agenda:

*** Motion was made by Joe Schnell with a second by Doug Glover to approve the agenda for the first webinar meeting. All in favor – Motion Carried (01-01-12)

4) Approval of previous minutes of EC Council:

Motion to approve **both sets of minutes from the SDEMTA Conference** as printed and published in the “Thoughts” was made by Matt Thompson with a second by Bill Rise. All in favor – MC (01-02-12)

6) OUT OF AGENDA ORDER – Discussion and approval of webinar meetings.

*** After some discussion a motion was made by Joe Schnell to purchase the Webinar (Go To Meeting) for the year of 2012 with the State Association bearing the full cost for 2012. Tom Lines made a second to that motion. All in favor – MC. (01-03-12)

5) Brent Kolstad-Office of Emergency Management

***We had been emailed a 16 page presentation by Brent that explained the upcoming changes for Emergency Responder Credentialing Program. FEMA will be requiring the states to initiate a program in which all EMS, all healthcare, public works, fire fighters, etc. must be NIMS compliant. South Dakota decided to develop one program that will meet the needs of the state as well as the counties...therefore we will all be on the same page.

***Brent requested the EC to review the preliminary policies and provide some input.

OFFICERS REPORTS

7) President's Report:

*** President Kurt is absent as he is teaching in Vermillion today.

a) Appointment Reports:

Appointments I through VII there were NO REPORTS.

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VIII. Political Committee:

***Their report was to remind us that Legislative Day will be Monday February 6 and will begin in the morning with CPR and end with our regular Pizza night.

IX. Memorial Committee by State Secretary and Dist. Secretaries will be during officer's report.

X. NCEMSC:

***Joe S reported that NCEMSC sales are not quite as strong this year as last year at this time.

XI. JOINT COUNCIL

***Doug G reported for the Joint Council in the absence of Maynard. There is nothing major to report at this time.

XII. HISTORIAN

***Gary reported for Historian Nancy as she was absent. She requests more information as there is very little coming in. If we want to continue to preserve our progress in EMS we need to send information to be documented for the preservation of our history.

XIII. EMS-C Advisory Board

***EMS for Children was touched on by Margaret. To date they have had one meeting with another scheduled. They will be working with a grant to help promote this project. The District Representatives will begin to bring their efforts together to promote EMS for Children.

XIV. Public Safety Communication Council –

***JD Geigle reported on the state radio situation with includes narrow banding and programming.

b) Legislative Day: – report was given earlier.

c) Barb Thaler on KELO Grant:

***Barb gave us an update on the EMS grant which she applied for and received from KELO TV. She explained how it would work from the financial side; when the advertisements would and wouldn't be aired; the decision to include the entire state and not just east river; and also that she needs to submit names of people that will be chosen to be in the advertisements themselves. She would be more than happy to explain and visit with anyone who may have questions, so feel free to call or email her if you wish.

***The intent of the grant is to target everyday people who have been impacted by EMS, and are possibly here today because of EMS across the state. .

8) Vice President's Report:

a) The "THOUGHTS" Gary spoke again on the "**Thoughts**". He reminded us of the responsibilities of the different districts and their need to be using space in the monthly magazine. The schedule was printed in the December issue. Please make sure you are submitting your articles by the 10th of the month so he is able to get them in by the deadline.

*** 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. You can also cut out your address blocks from your current issues and mail them to him, thus insuring that the correction needed will be exact when it is submitted.

***Gary also informed us at this time that there will be an addition to the "**Thoughts**". That addition will be a section where the fire and ambulance departments will be able announce any upcoming fundraisers that will be held. PLEASE REMEMBER, these need to be put in the month before so they are not already a "done deal" when the magazine arrives.

***It was also mentioned that some of the contract information that is on line and in the "**Thoughts**" does not match. Please remember that each district is responsible for getting the updated information to BOTH Gary for the "**Thoughts**" and to Tom for the Web site. In order for everything to be correct each district needs to send **all** of your information to both of this gentleman; from your current president to your political representative. By doing so, we hope to eliminate any incorrect information.

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b and c) By-law and Policy and Procedure changes

***VP Gary is planning a Webinar with his committee members to work on some changes for these areas.

9) Treasurer’s Report:

a) Financial Report - quarterly

*** Margaret had emailed us all the paper work for her financial report before the web cast.

*** We have \$6695.88 as of December 31, 2011 in our bank account. We currently have 678 paid members and 31 life members.

b) District Reports

*** Margaret also reported that she has 6 of the 7 district reports with District 5 missing, but Carol has been in contact with her and she will have it to Margaret within several days.

*** At this time Tom made a motion to accept treasurer’s report as given. Katheryn made a second to that motion. All in favor – MC. (01-04-12)

***Margaret also reported that she had received several questions/requests about supplying membership cards to events such as mini – conferences for refresher courses so those attending could pay their dues at the same time as paying for the class. She stated that she would need to be informed as to where to send the cards. She also reminded the districts that their treasurers are responsible for these cards. Another question arose as to how did the respective that were going to host refresher courses know who had or who had not paid their dues. Margaret explained that they only needed to contact her several days before the event, as she always had a daily updated membership list and she would be glad to email it to whoever was going to be in charge of the event.

***Margaret has also researched in length, the possibility of implementing a Credit Card to pay dues. Tom added some information he had regarding several companies that may be able to fill this need. More research will be done and she will report at a later date what she has found out and if it would work for us.

10) Secretary’s Report

a) Officer agreements

*** Linda requested that all district officers – older officers or newly elected officers – please sign, date and send them to her as soon as possible.

b) Memorial Services

***Since the meeting for July has been changed to the 28th, Linda will be unable to attend due to prior commitments to her local fire and ambulance services. Katheryn Benton has graciously agreed to be in charge of the July Memorial Service at the lake in Pierre. Thank you, Katheryn. Also, please anyone who would be willing to help with that service, and is not already a District Secretary, feel free to contact her.

11) Training Officer Report

a) District Training Officer Reports

***Katheryn informed us that she is pleased with the progress of the reports coming in to her from the District Training Officers.

***These reports can be found in the “Thoughts”

b and c) Refresher Courses and Mini Conferences

***For the most part, all training scheduled can be found in the “Thoughts” in order of the district where it is being held.

***Each district is allowed 1500 dollars for training. In order for them to receive payment for the training they MUST fill out the proper paper work and MUST have all the receipts for any expense incurred for the educational training.

***Tom once again reminded everyone if you are requesting payment; please do so in a timely fashion. If it is not turned in by the end of the fiscal year in which it was provided, YOU WILL NOT BE PAID.

***It was brought to our attention that the report from the State Conference needs to be published in the “Thoughts”. That has not yet been done for the 2011 conference.

12) IC Society

***Katheryn told us that the calendar web page with the training schedules for all districts will be up and running within the next 2 weeks.

***I C Society will have training in Chamberlain February 17-19.

***July 14 and 15 will be a big weekend for SDEMS as we will be hosting a national training seminar in Sioux Falls. (NAEMSE)

COMMITTEE REPORTS

13) Office of EMS and DPS – Danny Hayes:

***Danny reminded us that we are now in the transition period for EMS. Some of the refresher classes will focus on getting this done so that anyone who is attending those classes and is present for the entire time of the refresher will be certified within the new guidelines.

14) Conference 2011

***In the absence of Lois Pletten, Dale Riggerberg gave a short update of the close out of conference. We have also received via the web the final paper work from 2011.

a) Scanner and Projector issue

***It has been reported that a scanner as well as a projector that were the property of District 7 have been missing since the close of the conference. There was much discussion on this issue such as: who had access; when was it last used and by whom; does someone remember packing it up; etc. Cole reported that each box has been gone through and there is still no sign of it.

***Since it was used for an association event, it will be replaced by the association. However, we will hold off until the April meeting in hopes that it will still be found. In the meantime, there is a scanner and projector available for them use for training.

b) Conference Close Out

***As mentioned earlier, all paper work in regards to the 2011 conference has been emailed to the EC by committee. There were several questions regarding the financial report.

*** Jennifer informed us that there were 487 registrations of which 67 were for MEMBERSHIP ONLY, so that gave the conference a total of 420 attendees.

*** There were also a significant amount of bags left over, for which the association paid for. After some discussion there was a motion made by Tom L to release the bags to Districts 4 and 7 to do what they wish with them. Doug G followed that motion with a second. All in favor – MC (01-05-12)

***There was also a lengthy discussion about the profit margin for the conference. Since there were 2 hosting districts, should there be an increased to 10 percent for EACH of those districts? However, in the end, a motion was made by Tom L that we stay with our 10 percent to the hosting district and that district 4 and 7 would be in charge of deciding how they would divide that between themselves. This motion was seconded by Katheryn B. All in favor – MC (01-06-12)

***At this time Margaret stated that she has NOT received a check for conference and as soon as she does she will be sending the 10 percent profit to the districts.

***As in the past, the possibility of having one person in charge of the financial duties for the conferences was brought to the table. No action was taken at this time regarding that proposal; however there is a great possibility that this will be implemented in the future.

15) Conference 2012

***Bill Rise and Jeremy Robertson will be co-chairs for the 2012 conference. Bill stated they will be having a meeting this weekend to finalize some of the committees.

***It was also requested that someone please send Kurt a copy of the contract we have with the Ramkota for the 2012 conference as he does not have one.

Approval of bills

*** Margaret informed us that President Kurt has turned in all of his receipts for National Conference and wrote us a check back for overpayment of expenses.

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*** There was an invoice turned in by Linda to pay Diane Johnson for the etching done which she did on the glass ware that was used for our Memorial service. Joe S made a motion to pay this (it was for a total of \$75.92) with a second by Barb T. All in favor – MC (01-07-12)

***We were also reminded that Margaret needs to write a check to Steve Willard, for the work he does for us during legislative session. This is a check that is written each year and does not need a motion.

OLD BUSINESS

16) Conference Guide Committee

***Andy stated that the form he sent out to EC in regards to building a standard conference committee; has not been returned by a single person. In order to form any type of a guiding committee that can be used year in and year out by our hosting districts, he needs to have some input from each of us. Please get these filled out with your suggestions and comments before the next EC meeting so he can work on putting together a draft.

17) Executive Council meeting dates

a) April meeting will be a webinar “go to” meeting again and will be held on April 28, 2012

b) July meeting with memorial service as well as bidding for Conference 2017 will be held July 28, 2010

***After some discussion as to why these dates had changed from the original dates President Kurt had set, a motion was made by Tom L with a second by Barb T to move forward with the date changes. Motion carried with one nay. (01-08-12)

***There will be letters sent to each district reminding them of the upcoming bids for the 2017 conference.

***Chuck H made a motion to have the bidding presented to council before lunch with a second by Andy.

All in favor – MC (01-09-12)

***There was also a motion to change the meeting time to 9am central time with presentation at 10am.

That motion was made by Chuck H with Katheryn B seconding it. All in favor – MC (01-10-12)

NEW BUSINESS

18) On line Webinar “Go To Meeting”

*** The online meeting for April was discussed earlier in the meeting. There was a motion attached to that because of the change of date. At this time it was also discussed to possibly change the time of the meeting. That was changed to 9am Central time and 8am Mountain time. There was no motion for this.

***There being no further business to come before the board, Tom L made a motion to adjourn our first web meeting with a second by Andy. All favor – MC (01-11-12)

Respectfully submitted,

Linda Georgeson
SDEMTA State Secretary



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