



SDEMTA Executive Council Meeting Minutes
FY4Q 2013
July 27th, 2013
Pierre Fire Station
Pierre, SD

1. Call meeting to order at 9:10 am CST.
2. Roll Call :
 - a. State Officers: Pres Eric Van Dusen, VPres Gary Lembcke, Sec Jennifer Monsen, Treas Margaret Kuipers, Training Officer Kathryn Benton.
 - b. Dist EC members: Dist I Pres - vacant, Dist I VPres Bill Rise, Dist II Pres Tom Lines, Dist II VPres Barb Thaler, Dist III Pres Doug Glover, Dist III VPres Rick Niles, Dist IV Pres Chuck Bell, Dist IV VPres Dale Ringgenberg, Dist V Pres Scott Larson, Dist V VPres Edna Dale, Dist VI Pres Andy Binder-absent-proxy, Dist VI VPres Matt Thompson, Dist VII Pres Gayle Klundt-absent, Dist VII VPres Chuck Hanson, IC Society rep Mark N. as proxy for Kathryn Benton.
 - c. Other attendees: Marilyn Rutz and Brad Janecke – Office of EMS, Mary Lines, Keith Sharisky.
3. Approval/Additions of Agenda (appendix A) :
 - a. Addition to the agenda:
 - i. Item 11-b: EMS Conference burn training – Eric
 - ii. Item 11-c: Michael Callan – Eric
 - iii. Item 11-d: Resolution to Change the Name of Association – Tom Lines
 - iv. Item 11-e: Wide Band radio representative – Eric
 - v. Item 11-f: Heartland CISM – Keith Sharisky
 - vi. Item 12: Add IC Society and OEMS to the District Reports section
 - b. Motion to accept agenda with additions by Doug, 2nd by Dale. MC (01-07-13)
4. Approval of previous meeting minutes:
 - a. Motion to approve previous meeting minutes as published by Chuck, 2nd by Margaret. MC (02-07-13)
5. Presidents Report
 - a. EMS Conference update – Due to flight prices increases prior to the meeting, an email was sent to all EC members to request approval for SDEMTA to purchase the ticket for Eric at a price of \$280 plus taxes/fees round trip. The number of replies in favor of this request reached a majority vote and the ticket was purchased.
 - b. District resignations were discussed. It was recommended that all Districts have any vacancies filled prior to conference to allow the new officers to attend the EC meetings.
 - i. Discussion was held on the role of District/State officers to promote the Association within their geographic locations to encourage others to become involved.
 - c. EMT of the Year has been selected.
6. Vice Presidents Report
 - a. EMS Service of the Year has been selected.
 - b. Constitution and By-law Changes: There is one formatting correction and one recommended change.
 - c. Policy and Procedure Changes: There are several formatting corrections and several clarification changes.
 - d. EMT Thoughts deadline is the 10th of each month. Please provide captions for all pictures.
7. Treasurer's Report

- a. Education Funding Contract – Who has a copy of the contract with the provider? Margaret will contact the provider.
- b. NCEMSC membership – Joe S. was the Association representative. Eric will be the representative at this time. It was discussed that we have received our refund and the amount exceeded the membership dues. This is still a good deal for the association.
- c. On-line Membership payments – We have received 32 so far this year. There is a \$1 service fee added to each membership to pay the paypal fee. The Association does not lose money offering this convenient service.
- d. Dist IV and Dist V are behind on quarterly reports.
- e. Discussion regarding timeliness of receipt of membership paperwork from District IV Refresher Class.
 - i. Motion by Scott, 2nd by Doug to extend the membership of the list received from Dist IV to include 2014 due to when Margaret received the paperwork. MC (03-07-13) After additional discussion, it is recommended to have the VP's review current Policy and Procedure to determine if any changes are needed. We will not use this motion as precedent that a motion is needed in the future.
- f. 2014 Budget Review
 - i. Education Money – This is funded solely from the solicitation contract. Due to lower donations, it is recommended that the 2014 funding be set at \$1000 per district. There was discussion in regards to other possible monies that could be used for education. Monthly training is currently provided free through a year to year grant. It is not guaranteed money. The State recently approved on-line training CE credits to assist with training needs. No action was taken at this time to change the proposed amount of \$1000 per district for 2014.
- g. Association Laser Printer is not functioning. Kathryn has one that she is no longer using that she is donating to the Association.

At 10:40am - President Eric declared a 20 minute recess.

President Eric recalled the meeting to order at 11:00am.

- h. Account information as of 06/31/2013
 - i. Total Bank Accounts \$ 26,100.08
 - ii. Education Fund income for this quarter \$2821.00
 - iii. Business Assets \$10,784.28
 - iv. Investment Account \$31,237.25
 - v. Additional details in appendix B report
 - i. 928 paid members, 3 associate members, 31 lifetime members for a total of 962.
 - j. Motion by Barb, 2nd by Doug to accept the report. MC (04-07-13)
8. Secretaries Report
- a. Due to a scheduling conflict on the Capital Grounds on Saturday, the Memorial Program was required to be moved to 9am Sunday morning at the EMS Memorial on the Capital Grounds.
 - b. Past Secretary meetings have had a poor turnout and therefore no meeting of all District Secretaries has taken place in 2013.
 - c. Please remind all EMTs and Services to provide information regarding EMTs that have passed away. We would like to honor them at the SDEMTA Conference. This is scheduled for opening ceremonies on Friday. Please provide names, birth/death date, all services that they were members of and an obituary if available.

d. Motion by Bill, 2nd by Dale to approve the Secretary's report. MC (05-07-13)

9. Training Officer's Report

- a. 2013 conference update: speaker list is complete, final contracts are sent. There will be a mix of hands-on and lecture. One of the Pre-conference classes will focus on how to teach students as this was identified by the IC as an area of improvement.
- b. 2014 conference speakers are in-process as many of the national speakers are booking dates into 2015 already.
- c. NAEMT of the year submission is the responsibility of the State Training Officer. Additional information is needed from the nominees to compete at the National level. It should be noted that 3 of the last 5 years have been won by South Dakota. This is a great accomplishment.
- d. Kathryn will also be submitting the EMS Service of the Year and Instructor of the Year to the National Award Committees.

10. Old Business

- a. Faulkton EMS course report-Keith provided a thorough update and review of the class. There was much discussion regarding the success and expectations of the program. Additional review will be needed prior to a new class following this process.

12:00pm – President Eric declared a 1 hour recess for lunch.

President Eric recalled the meeting to order at 1:00pm.

2018 Conference Bid - 1pm was set aside for 2018 SDEMTA Conference Bid presentations.

Future Conferences Awarded:

- 2013 – Rapid City
- 2014 – Sioux Falls
- 2015 – Spearfish
- 2016 – Brookings
- 2017 – Spearfish

2018 Conference Bids were presented by Sioux Falls and Watertown. No other Bids were presented. The two bids were compared and discussed. Room availability and facility accommodations were the main topics.

A motion was made by Margaret F., 2nd by Scott to award the 2018 SDEMTA Conference to Sioux Falls Ramkota per the proposal presented. MC (06-07-13) Eric will be the main contact for contract review. Margaret F. offered her assistance to prevent room issues that have been a problem the past couple of years.

Continuing with the Agenda:

Motion by Matt, 2nd by Margaret F. to accept the submission of bills. MC (07-07-13)

10.(cont.) Old Business

- a. Faulkton EMS Course Report: CECBEMS – online CE credits are approved for both National and State recertification. Contact the State OEMS office for clarification of what programs are approved and how many hours can come from on-line training options.
 - i. A motion was made by Barb, 2nd by Kathryn to give Keith \$500 out of the original \$1000 that the Association provided for start-up money for the pilot program. It was noted that Keith did an excellent job managing this program and did not take any money for teaching/coordinating this program. MC (08-07-13)

- ii. Motion by Doug, 2nd by Scott to leave \$100 in the On-line class checking account due to the work it takes to open an account. MC (09-07-13).
- b. EMS Conference burn training – Eric has a contact at the Minneapolis Burn Center that is willing to speak at conference for free. The information was provided to Kathryn.
- c. Michael Callan – Eric
- d. Resolution to Change the Name of Association – Tom Lines presented a resolution to change the name of the association from South Dakota Emergency Medical Technician Association to the South Dakota Emergency Medical Services Association. See full resolution in appendix C. Motion by Tom, 2nd by Margaret to adopt resolution and bring it to a vote at conference/annual meeting. MC (10-07-13)
- e. Wide Band radio representative – Eric - We are in need of an individual that would work in conjunction with JD Geigle from Rapid City for the state radio committee. The individual that is needed to participate needs a good working knowledge of broadband radio systems as JD is the person for the narrow band component.
- f. Heartland CISM – Keith Sharisky – In 2006 there was sponsor money supplied for start-up. Keith is recommending that we return this money to the sponsors.
- g. Other open items from previous meetings:
 - i. Scanning System – the State Office (Brett) will be handling the badge implementation for all South Dakota Services.
 - ii. EMS Patch – Available from the State Office of EMS – no rocker is offered for level designation.
 - iii. CE Credit on-line tracking – this is back to square one. Eric will let us know when there is something new to report.
 - iv. ALL (American Income Life) Mailers – Plan to send out Sep/Oct.
 - v. Conference committee appointments – Need nominations from Dist III & V. Please contact Eric with any questions or nominations.

11. New Business

- a. Proposal for EMT Conference 2018 by hosting cities – see above.
- b. Lifetime membership nominations were discussed. We have 5 nominations. (Gary Knutson, Linda Smith, Lola Roseth, Gary Lembke, Chad Skiles) Motion by Margaret, 2nd by Dale to approve nominations for lifetime memberships. Gary Lembke – abstain. MC (11-07-13)

12. District and IC Reports

- a. Dist I – Searching for members to fill office vacancies.
- b. Dist II – Aug 17th is annual banquet. Sept mini-conference. 2014 conference prep already underway.
- c. Dist III – EMT class in Freeman, EMR class in Yankton. Potential training on wind turbine accidents.
- d. Dist IV – Searching for training officer. Feb 2014 refresher dates have been selected.
- e. Dist V – Presho Golf Course meeting TBD. Training officer vacancy filled by Todd Yeaton.
- f. Dist VI – Conference planning is on track. Potential give-away smaller duffle bag. Friday & Saturday nights the Rush Hockey Team will be playing in ice rink by hotel. Motion by Doug, 2nd by Rick to purchase the duffle bag as the SDEMTA sponsored conference gift. MC (12-07-13)
- g. Dist VII – Sept starting AEMT course in Mobridge. Local multi-agency training TBD.
- h. IC – seat belt survey completed. Northwest South Dakota is in need of training, etc. due to the increased oil field traffic.
- i. OEMS – Introduction of Brad. He replaced Audra. Check out the OEMS website – in the process of updating. Adding a facebook page. CE sheets w/bubbles need to be filled out correctly to facilitate scanning. If you have any questions, please contact the office. Class approval requires 30 days minimum for review and approval. Please submit early.

13. Adjourn the meeting

- a. Motion by Margaret, 2nd by Scott to adjourn the meeting. MC (13-07-13)
- b. Adjourned at 4pm central time.

Next Meeting

2013 SDEMTA Conference beginning Thursday, October 24th @7pm.

Jennifer Monsen
SDEMTA Secretary

Appendix A: Agenda

SDEMTA Executive Council Meeting Agenda

July 27th, 2013
9:00am CDT
Pierre Fire Station
Pierre, S.D.

- 1.) Call meeting to order
- 2.) Roll Call
- 3.) Approval/additions to agenda
- 4.) Approval of previous meeting minutes
- 5.) President's Report
 - a. National EMS Expo
 - b. District representatives
- 6.) Vice President's Report
- 7.) Treasurer's Report
 - a. Submission of bills
- 8.) Secretaries Report
- 9.) Training officers Report
- 10.) Old business
 - a. Faulkton EMS course report-Keith
 - b. EMS Conference burn training – Eric
 - c. Michael Callan – Eric
 - d. Resolution to Change the Name of Association – Tom Lines
 - e. Wide Band radio representative – Eric
 - f. Heartland CISM – Keith Sharisky
- 11.) New Business
 - a. Proposal for EMT Conference 2018 by hosting cities
- 12.) District, IC, and OEMS reports
- 13.) Adjourn Meeting
- 14.) Memorial Service Sunday @ 9am – Capitol Grounds - EMS Memorial

Appendix B

Summarized Treasurer Report

Treasurer's Report

Margaret Kuipers

Treasurer@sdemta.org

The third quarter 2012-2013 for SDEMTA was completed on 06/30/2013.

Total Bank Accounts	\$26,100.08
Education Fund	\$2,821.00 (income this quarter)
Business Assets	\$10,784.28
Investment Account	\$31,237.25

We ended the third quarter with 3 associate members, 928 paid members and 31 lifetime for a total of 962 members.

If you have any questions regarding the association financial records, please contact me at the above email address or call 605-357-0727.

Have a safe spring and summer.

Appendix C



Executive Council of the SDEMTA Resolution No: xxx

TITLE: Resolution to Change the Name of Our Association

AUTHOR: TJ Sanborn and Tom Lines

Whereas, the South Dakota Emergency Medical Services community has grown in many disciplines and facets and

Whereas the South Dakota Emergency Medical Technicians Association has rightly represented the interests and needs of the EMT's in this state and

Whereas in the present day and future of the EMS community should be representative of all the several facets and interests of emergency medical care and

Whereas it is appropriate to change the corporate and legal name of the expanded community including EMTs, Paramedics, EMRs, EMS Administrators, Educators, and ancillary care professionals, then

Be it therefore resolved by the membership of the South Dakota Emergency Medical Technicians Association by a simple majority vote to change the name of the nonprofit corporation to the **South Dakota Emergency Medical Services Association**, and

Be it further resolved to notify the Office of the Secretary of State of the State of South Dakota of the said change, effective upon the conclusion of the annual meeting of the Corporation membership held at Rapid City, South Dakota on October 27, 2013 and

Be it further resolved to furnish a copy of the official minutes of the annual meeting, a copy of the most recent amended Constitution and Bylaws, and a copy of this document to be filed with the Secretary of State and pay the necessary assessed fees.

Resolved by the membership of the South Dakota Emergency Medical Association, at the annual meeting held at Rapid City, South Dakota on this 27th day of October 2013.