

**SDEMSA Executive Council Meeting
October 27th- 2016 @ 19:00
Brookings, South Dakota**

1. Call the meeting to order.
2. Roll Call
 - a. State Officers: President – Eric VanDusen, Vice President – Gary Lembke, Secretary – Andy Binder, Treasurer – Margaret Kuipers, Training Officer – Ruth Airheart
 - b. District I President – Joe Schnell, Vice President – Bill Rise
 - c. District II President – Barb Thaler, Vice President – Kurtis Nelson
 - d. District III President – Doug Glover, Vice President – Lydia Ymker
 - e. District IV President – Proxy Cynthia Bostrom, Vice President – Steven Hanson
 - f. District V President – Scott Larson, Vice President – Edna Dale
 - g. District VI President – Matt Thompson, Vice President – Elizabeth Verhey
 - h. District VII President – Katelynn Roesler, Vice President – Chuck Hanson
 - i. IC Society President – Katheryn Benton, Vice President – Proxy Amy Marsh
3. Approval/Additions of Agenda
 - a. Move to approve the agenda made by Gary Lembke, second by Elizabeth Verhey. Majority voice vote MC 161027-1
4. Approval of previous meeting minutes
 - a. Motion to approve the meeting minutes as sent out made by Barb Thaler, Second by Doug Glover, Majority voice vote MC 161027-2

Officers Report

5. Presidents Report
 - a. National EMS Association Meeting is coming in February.

- b. Joe Schnell presented an overview update on the Saavik Buying Group. A list of current and new vendors as available via <http://www.ncemsc.org/vendors/default.cfm> was presented.
- c. Reminder that starting in April the State continuing education standards will be falling in line with the new National Continuing Education Standards.
- d. Notice and reminder regarding the DOH Regional EMS Meetings that has been started and will continuing to be held around the state. The SDEMSEA EC held a special conference call meeting and agreed to signed a contract with the DOH to receive money directly earmarked for the SDEMSEA to hand out to the districts to be used specifically for education and training. The final numbers are currently being settled with further updates to come.
Given the nature of the contract any training conducted with this funding will need to be open to all EMS providers in the state and not just to members.
- e. Presidential Appointments
 - i. Chaplain-Kathy Chesney
 - ii. Parliamentarian-Barb Thaler
 - iii. EMT of the Year-
 - iv. Political Committee-Maynard K
 - v. Nomination Committee-Bill Rise, Chad Skiles
 - vi. Memorial Committee-TJ Sandborn, Maynard K
 - vii. Joint Council-Maynard

6. Vice Presidents Report

- a. As presented at the July EC Meeting and published in the SDEMSEA EMT Thoughts nine Policy & Procedure updates have been approved by the Executive council with an additional two By-law changes to be voted on during the 2016 Conference. Reference previous meeting minutes for a full list of these changes.
- b. September mailing of the newsletter did have an issue that does appear to have been resolved. Forward any complaints of issues to the Vice President

7. Treasurer's Report

a. Financial Report-Annual/Quarterly

- i. Total Bank Accounts \$28,608.69
- ii. Education Fund \$1,793.78 (income this quarter)
- iii. Business Assets \$10,470.00
- iv. Investment Account \$38,285.58
- v. Ending 4th quarter with 1016 paid members, 1 Associate and 45 Lifetime members for a total membership of 1057

b. District Reports – No specific reports given. Note was made on which districts have submitted reports and which have not.

c. Budget

Income	Budgeted 2016	Actual 9/30/16	Budgeted 2017
Conference (Programs)	\$15,000.00	\$35,582.86	\$12,600.00
Memberships*	\$30,000.00	\$30,424.34	\$30,000.00
Interest	\$0.00	\$3.21	\$0.00
Sales (Merchandise)	\$2,000.00	\$1,490.00	\$2,000.00
Savvik (NCEMSC)	\$5,500.00	\$1,844.17	\$3,000.00
SDENA Conference		\$4,178.32	
Donations (Misc) Honor Guard		\$395.00	
TOTAL	52,500.00	73,917.90	47,600.00

Expense	Budgeted	Actual 9/30/16	Budgeted
Conference (Training)	\$6,000.00	\$28,883.68	\$6,000.00
Memberships	\$10,000.00	\$9,851.33	\$9,000.00
Newsletter	\$10,500.00	\$9,723.96	\$10,500.00
Administration	\$11,000.00	\$5,446.78	\$9,100.00
Travel	\$10,000.00	\$11,429.04	\$9,000.00
Merchandise (Sales)	\$3,000.00	\$2,050.70	\$2,000.00
Political Activity & Memorial	\$2,000.00	\$1,252.01	\$2,000.00
Donations (Misc) SAVVIK		\$2,325.00	
TOTAL	\$52,500.00	\$70,962.50	\$47,600.00

* Based on 1000 members

Education Budget			
Income	\$8,500.00	\$7,327.51	\$9,000.00
Expenses			
Training	\$3,500.00	\$2,250.00	\$2,000.00
Equipment	\$0.00		\$0.00
Speaker for Conference	\$5,000.00	\$5,000.00	\$7,000.00

- i. Discussion was had regarding the amount and use of the current and projected education funds. Tabled for further discussion and possible motion to be had on Sunday.

d. Conference Report

- i. Update report on the present conference was given.

8. Secretaries Report

- a. Officer Agreements – Reminder to complete and submit officer agreement forms for any officer changes
- b. Memorial update – Conference memorial will be held during the banquet based on the Conference committees planning.

9. Training Officer's Report

- a. District Training Officers Report
- b. Upcoming Events – Conference this weekend. Rollin into refresher season, please keep sending notice of your education events to the Training Officer to be included in the Thoughts.
- c. National EMS Expo Update – The expo included Coalition of Nations discussion on EMS topics. NEMSIS 3.0 transition discussions. April EMS Day on the Hill. Revisions are being made to the EMS Agenda for

10.I.C. Society Report – Online EMT Course was offered this year with mixed results. The I.C. Society is evaluating ways to improve retention and completion. Additionally the Society is looking at ways to improve sponsor involvement.

IC Course March 11-12, 2017 to be held in Chamberlain.

SDEMSA IC Society Facebook page is being used for improved communications.

Elections for President and Secretary where held with no change in leadership (President Katheryn Benton, Secretary Hapsie Nuttly).

11. Ambulance Directors District Reports, IC Reports, OEMS

- a. Brian Hambek reported on the South Dakota Ambulance Association including and strong encouragement to everyone to attend the regional EMS meetings being put on by the DOH. It was additionally noted that these meetings are a great way for EMS across the state to ensure that we are all on the same page

SDAA Web site: <https://sites.google.com/site/sdemsleadership/>

SDAA Conference Info:

<https://sites.google.com/site/sdemsleadership/sdaa-state-conference>

12. Old Business

- a. SDEMSEA Honor Guard Update – Tabled at this time

13. New Business

- a. Conference Report-District 1 – 403 registered as of the start of this meeting. Things are rolling along. The Committee is looking for some additional volunteers to help here and there.

- i. New officer agreements

- ii. District lunches for meetings – Report from the conference committee regarding the decision on district lunches at this year's conference. There was a concern from Swiftel regarding their ability to do the quantity of pizza needed. Buffett option was selected as the best option for quality and scheduling. Discussion was had including the shock and timing of the communication regarding these meals and cost.

It was noted that regardless of the previous email communication the districts would be paying for the number cited. The conference will cover additional people registering since that time.

- b. Motion to pay bills made by Gary Lembke Second Barb Thaler.

Majority voice vote, MC 161027-3

14. Adjourn till Sunday morning for conclusion of Executive Council meeting

- a. President Adjourned.

General Membership Business Meeting – 8 am Oct 28th, 2016

- 1.) President's Report – President Eric VanDusen
 - a. Opening comments
 - b. Welcome to First Conference Attendees
 - c. Reflection on where EMS has come from
- 2.) Vice President's Report – Vice President Gary Lembke
 - a. SDEMSEA Thoughts appears to continue to work well. Please keep articles coming in. Feel free to submit article via your district officers or direct to the VP.
 - b. VPs reviewed and proposed update to the Policies and Procedures that have been adopted by the EC
 - c. Two propose By-law changes as published in the SDEMSEA Thoughts and listed here.

Proposed change #1:

ARTICLE V: Committees

Section 2. Association Ad Hoc Committees

Subsection 1. Nominations Committee

- a. Shall be comprised of at least two (2) members appointed by the President of the Association.*
- b. Shall be responsible for recruiting candidates for state office positions.*

Proposed Change #2:

ARTICLE IX. Parliamentary Procedure:

Section 1. *The current version of Robert's Rules of Order shall apply and govern guide all matters of procedure not previously covered in these Bylaws.*

Motion on the floor to accept the changes as proposed by Keith Shrisky,
Second by Margaret Farrell, Majority voice vote, MC 161028-1

3.) Secretary's Report

- a. Request for districts to continue submitting meeting minutes for official record
- b. Watch for further updates and announcements on the Memorial in July

4.) Treasurer's Report (See Thursday EC Minutes above for report information)

- a. Annual Financial Report
- b. 2016 Budget
- c. Maynard Konenche Moved to approve the budget as presented, Second Doug Glover. Majority voice vote. MC 161028-2

5.) Training Officer's Report

- a. Training – State training done by Sanford EMS is ending due to the loss of federal funding. Please continue to reach out and notify your district training officers and/or state training officer with education in and around your area. The training officers are also here to help get training you need and want, touch base with them.

6.) Nominating Committee – Chad Skiles – Gary Lembke

- a. Nominations for State President
 - i. Eric VanDusen has submitted his name – No nominations from floor - Motion from floor and second to stop nominations and select Eric VanDusen as the State President, MC 161028-3
- b. Nominations for State Secretary
 - i. Andy Binder has submitted his name – No nominations from floor - Motion from floor and second to stop nominations and select Andy Binder as the State Secretary, MC 161028-4

7.) Open to floor for Old Business

- a. No Old Business presented

8.) Open to floor for New Business

- a. SDDOH/Rural Health: Presented by Halley Lee & Marty Link
 - i. Reported on the current status of the State Office of EMS, Stakeholders group and progress being made to continue advancing EMS in the State. A thank you to Lance Iverson for his work with the list serve being used for communication was given. Additionally Bob Hardwick, Al Johnson and Rebeca Baird were introduced. Information was given regarding the Directors Group, Leadership Group, Leadership Academies, Collaboration efforts underway, Needs assessment with 100% of services in SD participating, 8 Regional EMS Meetings focused on the individual

service needs, and how SD Office of EMS can assist and continue to move forward.

- 9.) Motion to approve the previous officer reports as presented Keith Shrisky and Second by Margaret F. Majority voice vote, MC
- 10.) President final comments – Thank you to Halley Lee for everything.
- 11.) Political Committee reminded everyone of the February 13, 2017 EMS Day in Pierre – day to see the process, meet with representatives. With pizza social 5:30-8pm Lake Sharp room at Ramkota

Recess until Banquet

Banquet Oct 29th, 2016 @ 18:30

1. Results of Elections Presentation – President VanDusen and Secretary Binder will remain in office. All Proposed by-law changes passed as presented.
2. Presentation of Awards
3. Adjourn General Membership Meeting

Conclusion of Business Meeting –Oct 30th, 2016 @ following last open session

- 1.) Roll Call
 - a. State Officers: President – Eric VanDusen, Vice President – Gary Lembke, Secretary – Andy Binder, Treasurer – Margaret Kuipers, Training Officer – Ruth Airheart
 - b. District I President – Joe Schnell, Vice President – Bill Rise
 - c. District II President – Barb Thaler, Vice President – Kurtis Nelson
 - d. District III President – Doug Glover, Vice President – Absent
 - e. District IV President – Proxy Cynthia Bostrom, Vice President – Steven Hanson
 - f. District V President – Scott Larson, Vice President – Edna Dale
 - g. District VI President – Matt Thompson, Vice President – Elizabeth Verhey
 - h. District VII President – Katelynn Roesler, Vice President – Chuck Hanson

- i. IC Society President – Proxy Amy Marsh, Vice President – Ruth Airheart

2.) New Officer Introductions

- a. District I Secretary Sheila Monnier
- b. District II No Change
- c. District III Vice President Katheryn Benton
- d. District IV President Keith Sharisky
- e. District V Treasurer Paula Tromvold
- f. District VI No Change
- g. District VII Vice President Chuck Hanson, Secretary April Mogen-Frankfort, Treasurer Casey Huffman

3.) Old Business – None Presented

4.) New Business

- a. Doug glover presented the idea of helping to fund training by raffling off a custom Harley Davidson similar to what he has seen he IAFF do. Consider selling 2000 tickets at \$50 each and to sell them in SD and at EMS Expo. Barb Thaler moved to have Doug Glover further investigate and bring more information to the January meeting. Second Scott Larson. Discussion, Majority voice vote, MC 161030-1
- b. Note Added: National will next be in Las Vegas October 16-20 2017
- c. Scott Larson moved to roll the district 2017 training funds over to next year. Discussion, Majority voice vote, MC 161030-2

5.) Conference Report

- a. 429 Registered, 11 did not check in. The committee is not aware of any major issues being reported. President VanDusen extended a thank you for all involved and for all of their hard work.

6.) District Notes

- a. District I – Refresher 3rd weekend in January
- b. District II – OB November 19, Refresher weekend of January 27th, New EMT class after the first of the year, Open offer to District III to aid District II next conference,

- c. District III – Looking at a joint conference with II, EMT in Platte is wrapping up, EMT in Mitchell after the first of the year, Queen of Peace Fall Emergence Medicine Update in Mitchell November 5th, District 3/5 Refresher March 17-19, Mitchell Refresher last weekend in January, PHTLS in register by December 23rd.
- d. District IV – No refresher date set as yet, 2019 Aberdeen Conference Contract signed and starting some work already
- e. District V - District 3/5 Refresher March 17-19, Meeting March 18, April, May and June Meetings in Winner, July, Aug and Sept in Midland
- f. District VI – Mini-Conference February 25th and 26th 18hour EMT-I/AEMT hours, Meeting on the 26th. Other refreshers and education via Spearfish Ambulance, WDT, RCFD/District VI, Custer and working on conference prep.
- g. District VII – AEMT in Mobridge with 10 students, Lemmon looking at a spring EMT class, District refresher in February in the works

7.) 2017 Meeting Schedule

- a. January 21st 10am central Go-to-Meeting
- b. April 22nd 10am central Go-to-Meeting
- c. July 22nd 9am central in Pierre with Officer meetings as needed Friday Night
- d. October 26th Conference Schedule

8.) Adjourn – Chuck Hanson moved to adjourn, Elizabeth Verhey second, Majority voice, MC 161030-3