

# SDEMSA Executive Council Meeting Minutes

## January 27th, 2018

### Via Go-To-Meeting

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#### 1.) Call to Order

- a. The meeting was called to order at 10:03 January 27<sup>th</sup>, 2018 by President Eric VanDusen

#### 2.) Roll Call

- a. State Officers
  - i. State President – Eric Van Dusen
  - ii. State VP – Brian Ring
  - iii. State Secretary – Andy Binder
  - iv. State Treasure – Margaret Kuipers
- b. District I
  - i. President – Joe Schnell
  - ii. Vice-President – Bill Rise
- c. District II
  - i. President – Barb Thaler
  - ii. Vice-President – Kurtis Nelson
- d. District III
  - i. President – Doug Glover
  - ii. Vice-President – Katheryn Benton
- e. District IV
  - i. President – Keith Sharisky
  - ii. Vice-President – Absent
- f. District V
  - i. President – Scott Larson
  - ii. Vice-President – Edna Dale
- g. District VI
  - i. President – Matt Thompson
  - ii. Vice-President – Elizabeth Verhey
- h. District VII
  - i. President – Katelynn Roesler
  - ii. Vice-President – Chuck Hanson
- i. IC Society
  - i. President – Proxy Amy Marsh
  - ii. Vice-President – Proxy Hapsie Nutley

#### 3.) Approval/Additions of Agenda

- a. Additions

- i. Add Old Business Item 11 Sub b: CPR in the Schools
- b. Motion to accept the agenda as submitted and amended made by Barb Thaler, Second by Andy Binder. 87% In favor. MC 180127-1

#### 4.) Approval of previous meeting minutes

- a. Motion to approve the previous meeting minutes made by Chuck Hanson, Second by Ruth Airheart. 100% In favor. MC 180127-2

#### 5.) President's Report

##### a. National EMS Association Network Group

- i. President Eric VanDusen reported that he is looking forward to the upcoming meetings in Hersey Pennsivalina. Having been part of setting up some of the agenda items it appears to be another good gathering. Additionally there are a few states attending this year. A full report will be coming in April after the meetings.

##### b. Strategic Planning - April

- i. President VanDusen noted after last year's National EMS Association Network meetings a survey was sent to the members. This survey included questions regarding strategic planning. President VanDusen continued making note of the need to look to the future and where the SDEMSEA is headed and the need to look at conducting some level of formal strategic planning.
- ii. The floor was turned over to Amy Marsh to further discuss the idea of formal strategic planning. Amy Marsh presented a general five step plan to developing a strategic plan. This included the areas of: 1) Determine where you are, 2) Identify what's important, 3) Define what you must achieve, 4) Determine who is accountable, & 5) Review. Review. Review. As a starting point this strategic planning process would start with three core meetings with representation from across the associations to dig deep on the core hard questions and topics to develop the overall strategic plan for the SDEMSEA. A general outline of the expected meeting plan and potential budget was presented.  
Amy Marsh opened the floor for discussion. Katheryn Benton stated a belief that this process should be started as soon as possible and not wait until April to start. Discussions included when to start the process, who would be involved, potential start dates and the general pre-meeting process.
- iii. Motion made by Margret Kuipers to put together a strategic planning committee with Amy Marsh facilitating and it be the Executive Board with one representative from each district and that we start as soon as possible within reason. Second by Chuck Hanson. Discussion included financial concerns and meeting counts. 85% In favor, 15% Against. MC 180127-3

##### c. EMS Taskforce Meeting update

- i. President VanDusen reported on the December 12<sup>th</sup> EMS Taskforce Meetings which had good representation from across the state. The State EMS Office has a number of new things coming along with much of this being published their newsletter. President VanDusen made an open request to have more EC members attend these taskforce meetings in the future as they are of great benefit to all of EMS in the state and the Association.
- d. Legislative Topics
  - i. President VanDusen reported on the ever growing list of legislative topics as has been sent by Maynard Konechne. The last of his mailings was included in the meeting handouts and attached to the Go-to-Meeting system.
  - ii. President VanDusen made note that he is often asked to provide input and support for or against different bills. When the item is clearly something the association will support he will make general notes to that. When, however, it is not clear what the association thinks on a particular topic he does not intend to show support one way or the other without agreement from the EC.
  - iii. Amy Marsh asked if the Association has taken a stance on House Bill 1076 – An Act to authorize townships to use a tax levy for emergency medical service. Given that it will affect her area she would like to know what the thoughts across the state. Discussion included notes that it is a “no nonsense” bill that allows for more flexible use of fire tax district monies to include EMS and not just fire.
  - iv. Motion made by Doug Glover to have President VanDusen communicate the Associations general support for HB 1076 via our normal channels. Second by Chuck Hanson. 100% In Favor. MC 180127-4

## 6.) Vice President’s Report

- a. EMT Thoughts
  - i. Vice President Brian Ring reported that he has been working with Jeff at Blaze Communications over the first two months that he has been involved in the process. More submissions would be helpful. VP Ring requested that the EC continued to seek further input from the members at large.
- b. By-Law Changes / Policy and Procedure
  - i. VP Ring notes that he has received all of the updated By-Laws and Policy & Procedures from Past VP Lembke and will ensure that they are passed on to those who need them and to be posted on online.
- c. Keith Shrisky made note that his district officers needed to be updated in the Thoughts and online. President VanDusen reminded the membership that the State President, Treasurer and Secretary can all make update to the website as needed.

## 7.) Treasurer’s Report

- a. Financial Report-Annual/Quarterly
  - i. First quarter of 2017-2018 for the SDEMSEA was complete on 12/13/2017.
    - 1. Total Bank Accounts \$44,488.40
    - 2. Business Assets \$9,070.00
    - 3. Investment \$43,176.19
    - 4. Membership at Quarter End total 895 members
      - a. 841 Paid members
      - b. 2 Associate members
      - c. 3 Honorary members
      - d. 49 Lifetime members
  - b. District Reports
    - i. District Membership Checks
      - 1. D-1 \$1269, D-2 \$1251, D-3 \$1008, D-4 \$558, D-5 \$756, D-6 \$1584, D-7 \$666
  - c. 2018 Budget

**2018 SDEMSEA Budget**

INCOME	Budgeted	Actual 12-13-2017
Conference (Programs)	\$15,000.00	\$2,935.00
Membership*	\$30,000.00	\$22,245.00
Interest	\$0.00	\$0.87
Sales (Merchandise)	\$2,000.00	\$735.00
Savvik (NCEMSC)	\$3,000.00	\$4,971.41
<b>TOTAL</b>	<b>\$50,000.00</b>	<b>\$30,887.28</b>

EXPENSES	Budgeted	Actual 12-31-2017
Conference (Training)	\$10,500.00	\$4,871.07
Memberships	\$9,000.00	\$0.00
Newsletter	\$10,500.00	\$1,570.66
Administration	\$7,000.00	\$3,676.06
Travel	\$9,000.00	\$4,443.79
Merchandise (Sales)	\$2,000.00	\$0.00
Political Activity & Memorial	\$2,000.00	\$40.00
Donations (Misc) Savvik		
<b>TOTAL</b>	<b>\$50,000.00</b>	<b>\$14,601.58</b>

\* Based on 1000 members

**Education Budget**

Income		\$2,095.50
Expense		
Training		
Equipment		
Speaker for Conference		\$2,095.00

- d. Treasurer Kuipers has received district 1, 2, 4, 6 & 7 treasure reports. District 3 report is expected in the mail soon.

e. Conference Final Financial Report

- i. Treasurer Kuipers reports that she sees two different conference financial reports with two different balances reported. One shows income of \$32,420.65 and \$33,324.99. As of today the bank account shows \$33,624.54 minus the starting balance of \$1,500 giving a final income for this year's conference of \$32,124.54.  
Elizabeth Verhey reports that Brian Hambek of the SD Ambulance Association received a check intended for the SDEMSEA from vendor Stryker for \$300 as an increased sponsorship made just prior to conference. Making the ending \$32,424.54. With 10% returned to District VI being \$3,242.45.
- ii. President VanDusen made note of the October partnership with the Nurses Association during which a raffle was held which resulted in \$250 profit that was donated to the St. Francis House just the other day. Additionally the SDEMSEA earned approximately \$1,796.00 from this year's partnership and that check has been given to Margaret Kuipers.
- iii. Matt Thompson District VI President updated conference report making note that one of the two budgets seen previously was a working budget and the other was a final budget. The final conference books show an Income of \$94,580.39, Cleared Expense of \$61,255.40 for a Balance of \$33,324.99 plus the \$300.00 from Stryker noted above for a final amount of \$36,324.99 received from the 2017 Conference. Making the District VI 10% return \$3,632.49.
- iv. Matt Thompson requested to go on record in thanking Elizabeth Verhey for her extensive efforts contacting vendors and gaining sponsorships for conference.
- v. Amy Marsh made a motion to accept the Treasurer's report as presented. Second by Matt Thompson. 100% In Favor. MC 180127-5
- vi. Andy Binder Moved to approve the Conference report as presented. Second by Ruth Airheart. 100% In Favor. MC 180127-6
- vii. Keith Shrisky moved to increase the return to District VI from 10% to 15% for all of their hard work. Second by Chuck Hanson. Matt Thompson abstained, 90% In Favor 10% against. MC 180127-7 (Note: 15% \$5,043.74)
- viii. Follow up note from Margret Kuipers. The SDEMSEA Conference booth tri-fold display still has the old SDEMSEA title on it. Alpha Graphics estimates a fix to the tri-fold panel of \$85.25 or a new 8'x10' backdrop for \$289.10. Keith Sharisky moved to go forward with the backdrop. Second by Ruth Airheart. Discussion included general layout and question regarding possibility of doing both backdrop and tri-fold update.  
Keith Sharisky moved to amend the motion to include updating the tri-fold along with the backdrop. Second by Ruth Airheart. Discussion. 87% In

Favor. Amendment Carry 170127-8

Vote on the original motion. 89%. MC 170127-9

8.) Secretary's Report

- a. Secretary Andy Binder is preparing to submit the Capitol Grounds Use Application and clarifying that the plan remains to hold the memorial during the April EC meeting moved from the July meeting in Pierre, SD.

9.) Training Officer's Report

- a. Training Officer Ruth Airheart reports that she is posing refresher courses as they are submitted to the Thoughts and via the IC Society's Facebook page. Continuing to work with District II on the upcoming 2018 Conference and lining out speakers.

10.) IC Society Report

- a. Ruth Airheart reporting there are currently 10 students in the EMT class to test out in May. There are still a few students to test from the last EMT class. The Society is also working on bringing the NAEMSC Instructor Class 1 and 2 into Rapid City and Sioux Falls with the first of these being looked at for September in Rapid City or Sioux Falls on final planning with more information to follow. Those how have taken Class 1 & 2 are qualified to sit for the national instructor exam.

11.) Old Business

- a. Motorcycle raffle – Note was made that Doug Glover is attending on the road and may have connectivity issues at present. Will revisit this as available
- b. CPR in the schools
  - i. Barb Thaler notes that some of the schools have contacted District II with an impression that the Association will be coming to the schools to provide the training rather than the Association being a resource available as needed. She asked for information regarding how other districts are handling the equipment and training. Discussion included other districts hearing from schools that they were not even aware of the requirement. A question was raised on how districts are tracking the equipment and supplies used. Some districts have moved with some paper work, while others have not started any tracking of supplies at all.
- c. Additional Note By Barb Thaler
  - i. Related to the above votes related to the backdrop and tri-fold. The votes should have been first to vote on the amendment then if that is passed it takes over as the motion. If the vote on the amendment fails then there is a vote on the original amendment. Given this our previous votes were redundant, with the same final result.

12.) New Business

- a. EMS Day on the Hill – Feb 12<sup>th</sup>
  - i. February 12<sup>th</sup> following the SDAA Conference in Pierre, SD with Pizza and Ice Cream social in the evening following the day's activities at the Capitol.

13.) District Reports

- a. District I – Refresher last weekend, with a speaker out of MO coming up. Looking for LAT refresher in the 3<sup>rd</sup> weekend in January. SDSU has and EMT Class and one other in development. Looking at holding a Farm Safety class in April.
- b. District II – Currently doing a refresher and partnered with Sanford, McKennan, EMSC, Sioux Falls Fire and the School of EMS. Currently 225 registered with likely 100 new members registered, many of those being District 8 members (out of state). There is some interest in an EMT course. Brenda Sinning has not accepted the position of Training Officer. Go-to-Meeting on Saturday night. Planning next year in Hilton Downtown.
- c. District III – EMT Class in Mitchell that has just started. Refresher in Mitchell Feb 16-18 and in Chamberlain weekend of March 17<sup>th</sup>.
- d. District IV – Refresher being planning for Feb 23-25<sup>th</sup>. Training Officer is now Paula Beckler. Aberdeen Fire is working on a statewide bomb class to be held in Aberdeen, Watertown and Rapid City. ALS and BLS continuing education hours of 16 hours have been approved. Please invite fire, EMS, law enforcement, military and hospital contacts to this training.
- e. District V – It was noted that the SD Laws related to CPR in the Schools state that it is not a high school requirement but that it is highly recommended that they include the hands only CPR in their education. District V and III refresher will be on March 16-18. April meeting will be in Murdo with July in Philip.
- f. District VI – Conference wrap up. Mini-Conference will be held Feb 17-18<sup>th</sup> at the WDT building in conjunction with the Pennington County Fire Mid-Winter Muster. WDT has done some major upgrades including a moc ER and moc OR sim-center. District meeting will be held directly after the last mini-conference session on the 18<sup>th</sup>.  
Looking back to Conference close out and final budget numbers showing a clear profit. Matt Thompson moved to restore \$1,000 of education funding per district for the 2018 year. Second by Elizabeth Verhey. Discussion Matt Thompson noted the importance of this funding for the districts and fact that the association is sitting strong financially. Additional discussion included questions of how this might be addressed by the strategic planning. Notes were also made on how the districts would apply for the money and be used. The suggestion was made the motion being for the 2018 year the money may be used for any training in 2018. 100%. MC 170127-10
- g. District VII – EMT Class going on in Mobridge. Refresher will be on 23-25 at the Mobridge Hospital. Just this month started to go to a different service each month to provide training.
- h. President VanDusen tanked the districts for inviting him out to various trainings and he looks forward to seeing everyone.
- i. Amy Marsh moved to increase the Conference Speaker money from \$2,950 to \$5,000. Second by Keith Sharisky. 100%. MC 170127-11

- j. President VanDusen clarified 13-3-91. Cardiopulmonary resuscitation skills to be included in school curriculum. The secretary of education shall identify cardiopulmonary resuscitation (CPR) skills that all schools shall include within required school curriculum and shall inform school districts of resources and training available to assist schools to provide instruction in CPR and the use of automated external defibrillators. Source: SL 2014, ch 79, § 1; SL 2017, ch 75, § 1. Adjourn

President VanDusen will follow-up with the Secretary of Education to ensure clarity between the Schools and Association.

14.) Meeting Adjournment

- a. Motion to Adjourn by Barb Thaler, Second by Elizabeth Verhey. Meeting Adjourned by President VanDusen at 12:15.