

Brooklyn EMS  
Business Meeting Minutes  
June 7, 2016

Present: Brock, Bruce, Chad, Cheri, Clayton, Dan, Dave Dorn, Evelyn, John H, Justin, Kate, Kyle M, Paige, Rachell, Rhonda, Sarah

Absent: Adrienne, Al, Bailey, Bob, Brian, Caitlyn, Casey, Cathy, Chuck, Dave P, Delon, Holly, Jacob Bachim, Jennica, Jessica Hegge, John Beranek, Karen Bartelt, Karl, Kevin, Leif, Linda, Marion, Matt, Nina, Sam, Sandy, Sienna, Steve, Tim

Call meeting to order: 18:50 on June 7, 2016 by Dan Dean

Reports:

Approval of Minutes:

- Motion made by Rhonda to approve the May Business Meeting, 2<sup>nd</sup> by Sarah. Motion carried.

Secretary/Treasurer:

- Motion made by Sarah to approve the May Treasurer's reports, 2<sup>nd</sup> by Cheri. Motion carried.

Director's Report:

- Discussion on Purchase of DeFibs
  - Defib is here and available to train and practice with
  - Entidal/CO is new to us, training will be coming
- Response to calls
  - If there is a full crew when ambulance is out of service, please take ambulance, not the squad
  - Think about what is best for the patient
- Payroll stubs are in mailboxes
  - Will be deposited on June 10<sup>th</sup>
- Update CAD
  - Equipment/Licenses have been ordered by Dan
  - New software compared to squad
  - Can import info from patient/run to the report
- District Board Meeting
  - June 29<sup>th</sup> at 18:30
- Evelyn – reminder to everyone that the new reporting system, Elite, is going live on August 1<sup>st</sup>, there will be a training held for it
- Updates to SOPs and SOGs coming soon
  - Slow process – working on it
- Open House/Pancake Breakfast – June 26<sup>th</sup>
  - 08:00-12:00 – Dane Co K-9 unit will be there
  - 12:00 – Med-Flight
  - Scavenger hunt for kids, passport, and prizes
  - Signup sheet will be in the radio room in the next week
  - Set up the night before
  - Starts at 07:00, members need to be at the station at 05:00
  - Cheri talked to Johnny B and there will be engine rides for the kids (2 engines)

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- Food
  - Dan will contact Johnny B to see what food needs to be ordered
- Other

Fire Liaison:

- Not Present

Medical Director:

- Not Present

Assistant Director:

- Weekend Winners
  - May - Adrienne
- Other

Training Officer's Report:

- Training
  - June 14<sup>th</sup>
    - LP15 Training
- Other

Maintenance Officer Report:

- New LP15 is in
- Glucagon in a green/white box now inside a bag with
  - 2 syringes – 1 to mix and one to draw
- Other

Committee Reports:

- Ambulance
- Bylaws
- Building
  - If something is wrong, please put it in the log book in the radio room
- CAD
- Clothing
  - Shirts ordered and patches being put on
- Field Bridge (Dane Co. Rescue Bridge)
  - Dan, Sarah, Brock, and Rachel attended Elite training
  - Moving to Elite August 1, 2016
  - Anyone willing to start putting reports into new elite
    - Trainings
      - Monday June 27<sup>th</sup> – 09:00-12:00
      - Tuesday June 28<sup>th</sup> – 18:00-21:00
      - Wednesday June 29<sup>th</sup> – 14:00-17:00
    - Contact Sarah or Rachell about trainings
- Fund Raiser = all members
  - Pancake Breakfast/Open House – EMS
  - Thank you for participating in the picnic on the playground
  - Thank you from the fourth graders

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- Saturday June 11<sup>th</sup> – Fun run at 07:15
  - People from Brooklyn EMS will be handing out Gatorade/water
- Infection Control
- Membership
- Public Relations
  - Thank you for participating in the picnic on the playground
  - Thank you from the fourth graders
  - Saturday June 11<sup>th</sup> – Fun run at 07:15
    - People from Brooklyn EMS will be handing out Gatorade/water
- Quality Control
  - Evelyn
    - Occasional mistakes – she will only contact you if there is something significant

Old Business:

- Website – Cheri
  - Up and running
  - Good feedback
  - Received applications
- County ID's – state emergency management ID's
  - Everyone has one, see Dan if you do not have yours yet
- Other

New Business:

- AED – Cheri filled out a grant for the AED and it was accepted.
  - Will be donated to the Brooklyn Police Department
- Thank you for the people who attended the training at Volk Field
- Other
  - Events on posted on board
    - June 20-22 – Tramua

Thank you Crew 4 for dinner tonight!

Motion made by Rachel adjourn meeting, 2<sup>nd</sup> by Brock. Motion carried.