

Brooklyn EMS  
Business Meeting Minutes  
August 1<sup>st</sup>, 2017

Present: Aubree, Bruce, Cathy, Cheri, Clayton, Dan, Dave Dorn, Evelyn, Josh, Justin, Kaleigh, Karl, Kyle M, Sarah

Absent: Al, Brian, Brittany, Brock, Chad, Chuck, Dave P, Holly, Jacob Bachim, John Beranek, Karen Bartelt, Kevin, Leif, Linda, Marion, Matt, Paige, Rachell, Sienna, Steve, Tim

Call meeting to order: 18:40 on August 1, 2017 by Dan Dean

Reports:

Approval of Minutes:

- Motion made by Evelyn to approve the July Business Meeting Minutes, 2<sup>nd</sup> by Sarah. Motion carried.

Secretary/Treasurer:

- Motion made by Justin to approve the August Treasurer's report, 2<sup>nd</sup> by Clayton. Motion carried.

Director's Report:

- Elite – Let Dan, Sarah or Evelyn know if there are any problems
  - Evelyn – Make sure to respond to messages from Evelyn about changes to the report
  - Please make sure you remember your password
- Please reminder to clean/restock the ambulance after calls
- Download Elite Reports from the CAD Run Number (County) EMS incident # (our local).
- State Retention Program
  - Each person has a fund as a member of the District, i.e. even if you are on both Fire and EMS, you receive the same amount as everyone else
  - Department would contribute \$370 to fund and state would match
  - After 10 years, you are 50% vested and after 20 years, you are 100% vested
  - Will be discussing it at the next District Board meeting which is also the budget meeting
    - August 16, 2017
  - If an individual leaves the District service, then the money that was collected for their fund, will be divided evenly between the remaining members of the District service
- Brooklyn Night Out – August 3<sup>rd</sup> – 17:30-20
  - Will have Brooklyn Fire and EMS items
  - Meet at the station at 17:20 or at Legion park at 17:30
    - Rain plan: Brooklyn Community Building
- Vote on contribution to Boetcher's Memorial Fund
  - We had a call last month where a member's child died in a car accident
  - Motion made by Bruce to match Fire Department's contribution of up to \$1500 to donate to Steve Boetcher's child's funeral costs, 2<sup>nd</sup> by Sarah. Motion carried.
- Reminder Channel D (David) is on the Fire Bank (2)
  - Comms center has been assigning EMS to David for car accidents and such
  - Make sure to change bank back to EMS bank because the Hospital channels are on the EMS bank
- If you can help new people with getting trained at the station, please help!
- Other

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Fire Liaison:

- Not in attendance

Medical Director:

- Not Present

Assistant Director:

- Still need lots of help on all shifts, including weekends
- Weekend Winner
  - July – Karl Flanagan
- Other

Training Officer's Report:

- Training – August 15<sup>th</sup>
  - Training TBD – Sarah will send out a message
- 2018 EMS Refresher
  - March 17<sup>th</sup> and 18<sup>th</sup>
  - As soon as registration opens, Sarah will let everyone know
  - Same format as last year – two days of classroom sessions and online homework
    - Sarah will ask that the instructor lets us know when the online work is available
- Other

Maintenance Officer Report:

- Considering a new bag that would replace the trauma bag – possibly a backpack style, be bloodborne pathogen resistance, have compartments that are separated as to organize it and limit contamination
  - Ideas for what type of style
  - Justin will field ideas and find something to present in the next few months
- Other

Committee Reports:

- Ambulance
- Bylaws
- Building
  - If something is wrong, please put it in the log book in the radio room
  - Do not shut off the thermostats, this does not save us energy, and the thermostats control multiple places (ie the offices in the building)
- CAD
- Clothing
- Elite
  - Evelyn sent out an email about a situation tool for cardiac arrest with Elite
  - Looking for feedback and suggestions of any other situations that would warrant the usefulness of a similar tool
- Fund Raiser = all members
  - Had the youth program fundraiser concession stands
    - May be the last year because not much money was generated, not a great turnout, and it is not going well

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- If someone else has ideas of fundraisers, please let Dan know
- We may just let the fund run out and pay for the fund's expenses from the EMS Department Fundraiser money
- Infection Control
  - Injury reports are in the radio room
  - Make sure to pick up supplies at the hospitals when you stop there
- Membership
- Public Relations
- Quality Control

Old Business:

- None

New Business:

- None

Motion made by Brue to adjourn the meeting at 19:14, 2<sup>nd</sup> by Cheri.