

Brooklyn EMS
Business Meeting Minutes
March 6, 2018

Present: Aubree, Brock, Bruce, Cathy, Cheri, Clayton, Corey, Dan, Evelyn, Josh, Justin, Karl, Kyle M,

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

Call meeting to order: 18:38 on March 6, 2018 by Dan Dean

Reports:

Approval of Minutes:

- Motion made by Justin to approve the January 2018 Business Meeting minutes, 2nd by Evelyn. Motion carried.

Secretary/Treasurer:

- Motion made Justin by to approve the March Treasurer's report, 2nd by Matt. 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
 - Printing issues with toughbook
- Please reminder to clean/restock the ambulance after calls
- Appreciation Dinner - March 24th
 - Sign up in the radio room so it's known how much meat to order
- EMT License Renewal – March 17th and 18th
 - Service Photo - Sunday March 18th
- Rescue Kids - March 10th
 - Over 20 kids for Rescue Kids
 - If some people could come in and help with the class and talk to the kids and parents about emergency response
 - Please be here at 09:00
- Donations
 - Bunny Smith - \$2,000
 - Ideas for the memorial money, talk to Dan
- CAD has been updated
 - Hopefully will reduce the issues with CAD freezing
 - Let Dan know if you are having connection issues
 - Make sure the CAD is connected to the modem in the ambulance
- Other

Fire Liaison:

- Not present

Medical Director:

Brooklyn EMS
Business Meeting Minutes
March 6, 2018

- Not Present

Assistant Director:

- Weekend Winner
 - Will be drawn next meeting
- Other

Training Officer's Report:

- No training in March since we have the refresher
- See Cherie about your CPR certification if you are going to expire this year
- If we have an Agrace hospice patient then there should be something on their refrigerator of a contact number to call
- Other

Maintenance Officer Report:

- Dan has the phentanol resistant gloves
 - They will be on the ambulance tomorrow and Justin will order more
 - We will now use them instead of the regular gloves - they're cheaper!
- 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
 - Make sure to talk to Dan if you believe a note should be added to an address
- Clothing – Cheri
 - Will be putting an order together
- Elite
 - If something in the report or the reporting software does not make sense, let Evelyn know and she will talk to Image Trend
 - Make sure you answer back to Evelyn's emails about reports
- Fund Raiser = all members
 - Card Party Date – 14 April 2018 – 18:30
 - Envelope stuffing - 27 March 2018 - starts at 18:00, but can come earlier or later
 - Possibly replacing the mannequins for training? AHA might have new requirements for mannequins so we may want to update them
 - Dan will bring it up to Fire about scheduling the Highway Clean-up
 - Pancake Breakfast/Open House – Weekend of May 20th-26th
- Infection Control
 - Injury reports are in the radio room
 - Make sure to pick up supplies at the hospitals when you stop there
- Membership
 - Abbie Schofield
 - Looking to get EMT license and lives in the Brooklyn Area
 - Going to college in Madison

Brooklyn EMS
Business Meeting Minutes
March 6, 2018

- Officer's would like to put her up to the membership to become a member
- Motion made by Cathy Anderson to accept Abbie Schofield to Brooklyn EMS, 2nd by Brittany. Motion carried.
- Public Relations
 - Rescue Kids start up again January 13th
 - Other dates posted on Iamresponding
 - Bought First Aid kits again this year to give to the kids when completing class
- Quality Control

Old Business:

- None

New Business:

- If you hear about someone that has fallen ill, needs to take medical leave, has a death of loved one, or if someone is leaving the service a long time, make sure you tell one of the Officers and we will send them flowers, a card, and/or money.
 - Cathy will work on some kind of criteria for this
- Other

Motion made by Brock to adjourn the meeting at 19:34, 2nd by Cherie.