

Brooklyn EMS
Business Meeting Minutes
May 2nd, 2017

Present: Brittany, Brock, Bruce, Cathy, Clayton, Dan, Evelyn, Kaleigh, Karl, Kyle M, Sarah

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

Call meeting to order: 18:43 on May 2, 2017 by Karl Flanagan-Morris

Reports:

Approval of Minutes:

- Motion made by Evelyn to approve the April Business Meeting Minutes, 2nd by Clayton. Motion carried.

Secretary/Treasurer:

- Motion made by Brock to approve the May Treasurer's report, 2nd 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
 - Also try to do report changes in a timely fashion
 - Let her know if you need help and she's glad to help
 - Make sure you change your password if the message pops up when you first see it show up
- CAD is updated
- Reminder to clean/restock the ambulance after calls
- Download Elite Reports from the CAD Run Number (County) EMS incident # (our local). Open in Chrome to avoid printing issues
- Update on Village/District contract
 - Contract has officially been signed by all municipalities and the leftover money has been paid
- Aladtech EMS Scheduling software
 - Dan is going to see if someone from Aladtech will come to show off the software
 - Talk to Dan if you want to give it a try
- Fire and EMS appreciation at Warner Park July 9th, game at 16:00 – Dan will confirm
 - They need enough notice for tickets, so there is a sign up in the radio room
 - Free tickets for the Duck Blind during the game with food and drinks provided
- Other

Fire Liaison:

- Nothing

Medical Director:

- Not Present

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Assistant Director:

- Still need lots of help on all shifts, including weekends
- Weekend Winner
 - May – Drawn Next Month
- Scheduling/Weekend Crews
 - Tabled until next month
- Other

Training Officer's Report:

- Training – May 16th – Advanced Skills
- Other

Maintenance Officer Report:

- New Stethoscopes
- 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
 - Will try to do another clothing order in about 6 months
 - Thank you Cheri for taking care of the clothing orders
- Elite
 - See above
- Fund Raiser = all members
 - Pancake Breakfast and Open House – May 20th
 - Will get sign-up sheet in radio room to sign up for jobs
 - Dan has put a request in for Med-Flight
- Infection Control
 - Injury reports are in the radio room
- Membership
- Public Relations
 - Fourth graders just came for a tour this past Monday
 - On June 5th – time to be announced, there will be a message in Iamresponding about Picnic on the Playground
 - Thank you for helping with the Card Party, especially Clayton, spear-heading the Card Party
- Quality Control

Old Business:

- None

New Business:

- August 3rd – Brooklyn Night Out

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- Brock – trick picked up from paramedics
 - If your end tidal CO₂ readings for the Nasal Canulas are weird but the patient otherwise seems fine, there may be mucus build up
- Other

Motion made by Brock to adjourn the meeting at 19:17, 2nd by Bruce.