

Brooklyn EMS
Business Meeting Minutes
September 5th, 2017

Present: Aubree, Brittany, Brock, Bruce, Cathy, Cheri, Clayton, Dan, Dave Dorn, Evelyn, Josh, Justin, Kaleigh, Karl, Kyle M, Maddie, Matt, Melissa, Sarah

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

Call meeting to order: 18:42 on September 5, 2017 by Dan Dean

Reports:

Approval of Minutes:

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

Secretary/Treasurer:

- Motion made Cherie by to approve the September Treasurer's report, 2nd by Justin. 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 reminder to clean/restock the ambulance after calls
- State Retention Program
 - Mark Stracemburger came and talked to the District Board
 - The only question was if they can purchase back years for previous member years and now we know that this is possible
 - If we want to do this it would be approximately \$22,500
 - Dan would like to propose that we fund half of the previous years using the association
 - As a summary, the District Board would put \$363 per member per year starting now and the state matches that amount
 - This money goes into a Retirement account where after 10 years you are 50% vested and after 20 years you are 100% vested
- District Board Meeting is next Wednesday at 18:30
- Pagers do not work currently on All-call unless you have a VI
 - If you have a V then bring your pagers down to the station before September 14th, Dan will send out a message on Iamresponding
 - We will not be charged for this reprogramming
- Other

Fire Liaison:

- Fire transferred the money for Steve B grandchild
- Rig placement at an accident scene
 - Make sure that Squad 5 can get to the scene
 - Don't be afraid to ask where to park when you get on scene

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- Johnny B is going to talk to Green County about coming to give free Flu Shots and he will put the date and time on the board outside of the meeting room

Medical Director:

- Not Present

Assistant Director:

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

Training Officer's Report:

- Training – September 19th
 - Training – Rig compartment and bag orientation
 - New trauma bag will be on the ambulance starting September 20th
- 2018 EMS Refresher
 - March 17th and 18th
 - 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:

- New Trauma bag
 - Will be in the meeting room if you would like to take a look at it
- We have Cavi wipes in the blue cabinet on the top shelf
- Will be switching the type of Narcan that we use, it will all be a single assembly in a foil pouch so there will not be any more assembly of plungers and nozzles
- 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
 - There are several times that no mileage shows up
 - Ensure that the mileage populates in the report even if you download from the CAD
- Fund Raiser = all members

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- 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
 - Halloween is coming up
 - We are giving out fidget spinners
 - Ambulance placement
 - Brock will ask if we can use Squad 5 to set up another staging area for the
- Quality Control

Old Business:

- None

New Business:

- Issues with ambulance being in service when no one is on shift, being out of service when people are on shift, backboards not being in the ambulance, head block and backboard strap bags not being full
 - Make sure to check the compartments for backboards and full block and strap bags during the weekend ambulance check
 - Make sure to check the supply rooms at the hospitals for supplies that belong to us
 - The codes for the EMS supply rooms at the hospitals are in the ambulance
- A few Alpha and Bravo level calls lately it would have been helpful not to have to wait for Squad 5 to get to scene
 - We will talk to Fire about paging Squad 5 for Alpha and Bravo level calls
 - We could also tag addresses in the CAD if we know that we need Squad 5 for Alpha and Bravo level calls
- Mark O'Brien
 - Update from District Board
 - Excess money from every year has been put into an account from 2005 until now
 - Approximately \$240,000
 - A portion of this money was put into a line item for new air packs that need to be updated
 - We are working with neighboring municipalities in order to try have compatible air packs at mutual aid calls
 - \$100,000 of this will be put into an account for emergencies
 - Another portion of the money is being used to make the 2018 budget a no increase budget
- None

Motion made by Justin to adjourn the meeting at 19:42, 2nd by Cheri.