

In attendance:

Gary Frame Dawn Helton Chuck Mayle Linda Winger John Olson

Mike Manzelli, Rory Sturm, & Lynnette Boyd did not attend the meeting.

Meeting called to order by Vice President Gary Frame at 7:19 p.m.

No President's Report:

Chief's Report:

1. The inspection of the new ambulance was completed on December 12th with no major defects noted and any discrepancies fixed at the time of the inspection.
 - a. It is tentatively scheduled for delivery on December 28th and going into the radio shop when received.
2. Bill completed a Power Point presentation for training and familiarization of the new units which will be presented at the January meeting.
 - a. This is to make sure all members are aware and understand the operation and differences between the new units and the older units.
3. Johnathan reviewed the electronic documentation for the new units that was supplied by Osage Industries and created a cloud file that will be available for reference by any future Equipment Officer.
 - a. A hard copy of the documentation will also be kept on file.
4. CFD & EMS contacted the Chief and requested a copy of our bid spec and to view the new unit after it arrives.
 - a. They've already heard positive feedback from some of their providers that have already worked in the new 523.
 - b. The county contract with PL Custom is expiring in January and they are looking at options and manufacturers for the new contract.
5. Two complaints were received regarding difficulties with locking the stretcher into the new 523.
 - a. The unit was checked and the locking pin on the stretcher was severely worn, not allowing it to make contact with the release pin on the new mount.
 - b. The stretcher was replaced and functions a little better.
6. Steve McNear stopped by unexpectedly to inspect the new 523.
 - a. Charlie Shumaker reported Steve was extremely upset there was no drug box on the unit and that "We" had been told that all units must have drug boxes on them at all times.
 - b. Dr. Christiansen was advised and contacted Mike Burg at OEMS.
 - c. Per Dr. Christiansen's orders, we will continue to operate as we are currently.
 - d. The regulation assumes all ambulances licensed at the ALS level advertise "Advanced Life Support" and ours do not.

- I. It also requires when an ALS licensed ambulance is used by a BLS crew then “the complete ALS kit must be removed so as to restrict access by unauthorized and/or unlicensed individuals”.
 - II. To comply with the spirit of the Regulation and Dr. Christiansen, all parties agreed that “locking” the needles, syringes, and intubation kits in the drawer under the monitor essentially removes access from unauthorized and/or unlicensed individuals and keeps us in compliance.
7. Jim Young told Randy Johnson he went to County Health to get his Hep B shot and was told they couldn’t give him the shot until Bensley signed the contract.
 - a. Linda will call Dawn to see if she picked up the contract and Mike called County Health to find out what happened with Jim.
 - i. The new contract was not picked up yet and Jim was not refused the shot, but he was told he would have to sign as guarantor in the event Bensley refused to pay since there wasn’t a signed contract.
 - ii. Randy wouldn’t sign as guarantor so they told him they couldn’t give him the shot.
 - iii. Dawn has since picked up the contract from County Health and Gary signed it during the BOD meeting.
 - b. Dawn created an authorization form for the Hep B shots to be signed and returned to the Secretary after each shot.
 - i. The Secretary will distribute the completed form to those who will maintain the shot records.
 - ii. There will be further information on the process for the Hep B Authorization form.
 1. Dawn will add a place for member’s signature if they decline the shots and get the forms on letterhead.
8. We still have 25 members who have not completed the training for the new Image Trend software.
 - a. Manchester Rescue will hold a makeup class at Station 15 on Sunday, December 23rd at 1300.
 - i. Seats are limited and Chris will only allow access to people who have scheduled through their chief.
 - b. We will be holding a class at Station 15 on Thursday, December 27th at 1800.
 - i. This is the last class for 2012 and anyone who hasn’t attended the training will not be allowed to markup a truck after January 1, 2013 until they have completed the training.
9. We have included 2 new tablets on the County’s order setup for the new software (one for 51 and one for 53) which are expected to be in the end of January.
 - a. These tablets have built in bar code scanners so driver’s licenses, state issued ID cards, and medical card barcodes can be scanned into the system instead of manually entering the data.

Membership Report:

1. Six people to be presented tonight for Probationary (6 month) Membership status, which the County hasn't cleared yet:
 - a. Isabella Dollar
 - b. Anthony Casey
 - c. Joeran Lee
 - d. Maria Crafton
 - e. Victoria Miller
 - f. Holly Farrell

*A motion was made to recommend them if their background check and hand scan come back cleared by the January Membership Meeting by Dawn, Second by Gary. Motion carries.

2. Probationary Members Mark Eatmon, Joseph Moise, Michael Ny, and Ana Samayoa will get letters of dismissal without prejudice due to lack of hours.
3. Heather Davis resigned her membership.

V.P. Report:

1. Gary welcomed John Olson as the new 2013 BOD member.
2. Approval of the previous BOD minutes.

*A motion was made to approve the November BOD minutes, by Dawn, Second by Chuck. Motion carries.

1. Gary thinks we should go back to looking at redoing the inside of Main Base to make a better training space, kitchen, etc.
2. We need to follow through with the revised membership packets and orientation as we've discussed.
3. No Finance Committee meeting was held.
4. Postage check for Fall Mailer was just signed so it should be going out this week.
5. The two missing days of Bingo data were finally received.
 - a. BBVRS had to pay a late penalty fee but the report is done.

Treasurer's Report:

1. Dawn talked with Fleet Fueling about past due payments to keep them from shutting down our account.
2. We've received several Goodman invoices with charges for some of the littlest things.

Secretary's Report:

1. Linda will be changing the Member & Officer passwords on the BBVRS website.
 - a. An email will go out with the new passwords.
2. New email and computer passwords will be created for the elected and appointed Officer positions that have changed in 2013.

- a. Copier passwords will also need to be changed.
3. Linda will work on getting the Phone List, By-Laws, and SOR's updated and separated on the BBVRS website.

Board Members @ Large Report:

1. In response to the question of Dawn Helton's eligibility to run for elected office, Linda told the BOD Dawn's hours for 2 months at the beginning of the year were not correct in the formula calculation.
 - a. The addition of a new Probationary Member above Dawn on the Hours Report, caused the formula to pull back information from the wrong row.
 - b. The Hours Report has been corrected to properly assign the hours to the right member.
 - c. A response will be sent to the letter inquiring about her eligibility.
2. Dave Tesh will be having an EVOC class in January.
3. The computer from North Base will be removed and put as South Base.
 - a. Someone needs to let CAT know the location.

Old Business Report:

1. John Styer is working on getting the Hazardous bags for South.
2. Several invoices were submitted by Mike Fajna for lawn services.
 - a. They will be reviewed for validity of charges.

New Business:

1. Home Depot has a grant for volunteers who need assistance that Willie Hicks is trying to get.
 - a. Gary will provide the information requested for verification.
2. Charlie Shumaker turned in a Honorary Membership request for Mike Fajna.
 - a. The decision on this was tabled until the invoices were cleared up.
3. Gary will look into getting the voicemail working again on the station phones.
4. The food basket dropped off at Main Base has been taken to South Base and Chuck Mayle will have his wife cook the ham for the next membership meeting.
5. Gift cards were given to Charlie Small, Charlie Shumaker, and Chuck Mayle for changing the ceiling tiles at South Base.
 - a. One card was left and will be handed out at the January Membership Meeting.

*A motion was made to adjourn the meeting by Dawn, Second by Chuck.
With no other business the meeting is adjourned for the night at 9:35 p.m.

Submitted for your approval,
Linda Winger
BBVRS Secretary