

In attendance:

Dawn Helton	Gary Frame	Linda Winger	Chuck Mayle	John Olson
Rory Sturm	Mike Manzelli	Lynnette Boyd		

Meeting called to order by President John Olson at 7:15 p.m.

President's Report:

1. John thanked the Installation Committee for their work on Installation 2014.
2. The Appointed Officers for Administration and Operations need to be formally presented to the BOD.
 - a. Parliamentarian - Gerri Kirkhum
 - b. Publicity – Micky Grodski
 - c. Building & Grounds – Chris Craft
 - d. Safety & Health – Susan Lowe
 - e. Comptroller – Beth Sturm
 - f. Chaplain – Jim Jones
 - g. Night Ops – John Styer
 - h. Weekend Ops – Beth Austin
 - i. Transportation – Sandra Epps
 - j. Rescue – None
 - k. Training – Susan Lowe
 - l. Communications – Johnathan Hughes
 - m. Equipment – Bill Mangum
 - n. Supply – John Styer
3. The forms signed acknowledging possession of a squad credit card will be kept in the office.
 - a. Sam's Credit Card – Mike Manzelli, Judy Frame, & John Olson
 - b. Lowe's Credit Card – Mike Manzelli, Chris Craft, & John Olson.
4. We need clarification in the By-Laws on who can/can't be on the Finance Committee.
 - a. Currently Micky Grodski, Sandra Epps, Rory Sturm, and Dawn Helton.
5. Micky Grodski is working on articles to get published in the local newspapers talking about BBVRS.
6. Chris Craft will be putting a book at South for Building & Grounds suggestions to fix up South Base.
7. The By-Law Committee wants to meet soon to set up the structure for updating the By-Laws.

Chief's Report:

1. Our old 523 & 528 ambulances were sold for \$7,500 each.
2. The new stretchers should be delivered on 2/4/2014 and Mike hopes to get one fully set up for Members to see at the February Membership Meeting.

- a. There will be user manuals distributed for these new stretchers.
 3. Mike needs to get Gary's name off the contact list for the alarms at North Base.
 4. We have a new OMD to replace Dr. Christiansen – Dr. Joanne LaPetina.
 - a. We have to cover her malpractice insurance for only our squad.
 5. Mike talked to his Operations Officers about equaling the shift loads which Nights and Weekends oversees to 5 shifts each.
 - a. The Night Ops Officer will cover Monday – Thursday from 6 pm to 6 am and the Wednesday Day Shift.
 - b. The Weekend Ops Officer will cover Friday from 6 pm to Monday 6 am.
 6. Mike reviewed the Meal Reimbursement receipts turned in and found some issues.
 - a. Tip amounts varied on the % of the bill, even going well over 20%.
- *A motion to only allow tips up to and not exceeding 20% of the original meal price (not discounted price) to be reimbursed by Chuck, Second by Gary. Motion carries.
- b. Only one meal per receipt will be reimbursed per person and this will be announced and addressed at the February Membership Meeting.
 - c. Receipts and reimbursement form need to be attached to the appropriate duty roster.
 - d. We will look at making one reimbursement form per shift to list and cover the whole crew.

Membership Report:

1. Christina Austin changed to a Reserve Member.
2. Maria Crafton changed to a Reserve Probationary Member.
3. One person to be presented tonight for Regular Membership status:
 - a. Joeran Lee.

*A motion was made to move her forward to the Membership by Linda, Second by Gary. Motion carries.

*A motion was made to dismiss Tiffany Gordon without prejudice from BBVRS by Gary, Second by Rory. Motion carries.

*A motion was made to dismiss William (Bill) Cavalier without prejudice from BBVRS by Mike, Second by Rory. Motion carries.

*A motion was made to notify Mike McMicken of his pending dismissal without prejudice from BBVRS by Rory, Second by Mike. Motion carries.

*A motion was made to move Gerri Kirkhum to "Inactive" Life status by Rory, Second by Chuck. Motion carries.

V.P. Report:

1. The Finance Committee met tonight and brought forward these recommendations.
 - a. Using Forest View's auditor as our auditor.
 - b. We are still having problems with our auditor understanding funds received by the County.

*A motion was made to change our auditor by Mike, Second by Chuck. Motion carries.

- c. Taking the proceeds from the sale of the two old ambulances (523 & 528) and applying it to the loan on the new 528.

*A motion was made to apply \$12,000 of the proceeds towards the loan on the new 528 and apply \$3,000 to replace the transmission on 514 to have a towing vehicle by Linda, Second by Lynnette. Motion carries with 1 opposed and 1 abstain.

d. The metal roof at South Station needs to be sealed and repaired or replaced.

i. We have a quote for \$6,741 to seal and repair the roof with a 10 year warranty.

*A motion was made to get 3 bids to replace the metal roof and reseal the windows at South by Mike, Second by Gary. Motion carries.

*A motion was made to use Bingo funds to cover the roof and windows at South by Rory, Second by Chuck. Motion carries.

Treasurer's Report:

1. Rory brought in a Financial Advisor from Wells Fargo, Troy Yenser, to discuss better investments for some of the money we have in the bank.
 - a. Two options were presented as examples of possible investments.
2. The squad needs to come up with a 5 year and 10 year strategic plan on what to do with funds invested.
 - a. We should review our operational costs over the last 6 years.
3. We received \$59k for the last quarter in revenue recovery and \$147k total for 2013.
4. The Bingo Audit showed we didn't spend enough money out of the Bingo account in 2011 & 2012, so we were reminded to spend at least 10% in 2014 like we did in 2013 for Zoll batteries.
 - a. We need to keep better track of the Bingo papers in the future.
5. The meeting for the printing rep to discuss the Spring Mailer with the Finance Committee was rescheduled to the 18th.

No Secretary's Report:

Board Members @ Large Report:

1. The May District 3 meeting is being sponsored by BBVRS at North Base.
2. Richard Harrison is creating a folder of information for the Installation Committee.

Old Business Report:

1. Approval of BOD minutes:

*A motion was made to approve the December BOD Minutes with a correction to the new OMD's name and under Chief's Report, #1, to "difficult to defend" instead of "would be responsible" by Gary, Second by Mike. Motion carries.

2. Rory still needs to reduce the phone system at North Base to 1 line.
3. Rory still needs to turn over the website to BBVRS to ensure we don't have a repeat of issues maintaining our own website by February 2014.
4. Mike will follow up and get the parking lights at North Station cut back to a minimum amount.

New Business Report:

*A motion was made to purchase 5 stair chairs and 2 cardiac monitors instead of applying for grants to cover the cost, contingent on getting the funds from the County funds by Rory, Second by Mike. Motion carries.

*A motion was made to adjourn the meeting by Mike, Second by Rory. Motion carries.

With no other business the meeting is adjourned for the night at 10:24 p.m.

Submitted for your approval,

Linda Winger
BBVRS Secretary