

In attendance:

Gerri Kirkhum	Gary Frame	Rory Sturm	Judy Frame
Linda Winger	Carol Butler	Lynnette Boyd	

Meeting called to order by President Rory Sturm at 7:13 p.m.

Mike Manzelli could not attend the meeting.

President's Report:

1. Approval of the previous BOD minutes.

\*A motion was made to approve the BOD minutes by Judy, Second by Lynnette. Motion carries.

2. This is a reminder that the elections for 2012 BBVRS Officers will be held next week.

a. Absentee ballots will be removed for use the night before elections.

b. Election ballots will be available during the election period on December 6, 2011.

c. Linda will provide Ann & Charlie Small (and the group of members who will be counting the ballots) with a list of eligible voting members.

3. Rory wants time for the BOD to review the proposed budget before making any comments.

4. Nancy McMicken's request for the use of our North Station for a DuPont class was approved.

End of Report

Chief's Report:

1. There will be a meeting with operations tomorrow night to discuss issues with patients being taken off BBVRS trucks and put on CFD trucks and the other issues that have been taking place.

2. Before we finish redoing our SOR's we need to let Dr. Christiansen know about the issues we are having.

3. The condition of Main Base is going down. We need to bring up this issue at our Membership Meeting.

4. North Station still has dishes, cups, etc. left in the sink most likely from CPD using the building.

5. The gas tank on 514 has been empty both time Chuck and Lynnette came to use it to canvas businesses for installation donated prizes.

a. The gas card and keys need to be locked up and monitored to prevent free use of the vehicle.

6. We need to make sure the ambulances and radios are available and working for use at Main Base.

End of Report

Membership Report:

1. Two new Probationary Members to be presented tonight for Full Membership status:
  - a. John Green
  - b. Ray George

\* A motion was made to move them forward to Membership, by Gary, Second by Lynnette. Motion carries.

2. No new members to be presented tonight for Probationary Membership status.
3. No members are eligible to come up for possible Life Membership nominations.
4. The BOD agreed to send out the dismissal letters to the list of Regular Members presented to them during the meeting.
  - a. These members will come up for dismissal during the December 27, 2011 BOD Meeting.
  - b. Linda will send out the required certified letters two weeks before the December BOD Meeting.
5. The following Probationary Members were sent letters of dismissal due to not fulfilling their duty requirements (hours) and were dismissed as of tonight's BOD meeting:
  - a. Kelly Accilpn
  - b. Sharon Bach
  - c. Brandon Bishop
  - d. Maria Crafton
  - e. Brandon Kallenbach
  - f. Nakia LaCour
  - g. Matthew (Noble) Manuel
  - h. Alan Payne
  - i. Eric Rakes
  - j. Shannon Southard
  - k. Courtney Wyatt

End of Report

Finance Committee's Report:

1. The Budget was worked on and revised. It was submitted to the BOD for review and comment.
  - a. When the draft of the Budget was reviewed, some of the information did not make sense.
  - b. Richard used the YTD Budget figures to come up with the 2012 Budget draft.
  - c. Gerri stated several Officers said they were not aware of the budget proposals for 2012.
2. Lynnette asked if the cement that was purchased early for South Base could be returned if not needed.
  - a. Gerri or Carol will check on obtaining credit for any returns that are not useable.

3. Charlie's bid for the generator was submitted to the Finance Committee and approved.
4. The next Finance Committee meeting will be on December 20<sup>th</sup> at 7:00 pm.

End of Report

No V.P. Report

Treasurer's Report:

1. The 3<sup>rd</sup> Quarter Bingo Report has not been submitted yet due to an out of balance amount on the report that Carol is looking into.
  - a. Carol hopes to get it straightened out by tomorrow.
  - b. There is a \$7 out of balance amount due to the Bingo Department's error.
2. The roofer is looking for payment. Nobody has seen an invoice for them.
3. Carol found out if we pay the Junior Members for helping during Bingo out of the Bingo funds there are some restrictions.
4. Carol has not heard back from Mike on the invoice for \$850 sent for heavy vehicle maintenance.
5. The \$20,000 Chesterfield contribution will be done electronically.
6. The CFD lease for our ambulance at South Base will be \$12,000.
7. How should we process credit card payments from the Fall Mailer?
8. The Fall Fund Mailer brought in about \$24,000 so far.
9. The \$17,000 check for the sale of 521 was received and deposited.

End of Report

Secretary's Report:

1. Rory will send Linda a letter to forward to the Membership about not trying to turn in any last minute hours Tuesday night to be eligible to vote.
2. A reminder that any nominations for Member of the Year need to be submitted with a letter stating why you think that Member qualifies for the nomination.
  - a. A separate ballot will be created for any possible Member of the Year submissions.
  - b. The letter submitted with the nomination will be read at the time of the Membership Meeting in December.
3. Linda had to replace both lists of the 2012 BBVRS Officer Nominees a couple of times, due to people writing unnecessary comments on the lists.
4. There is still a big problem with missing duty rosters.
  - a. A locked box will be placed at South Base for duty rosters.

End of Report

Board Members @ Large Report:

1. January 21, 2012 is the date for Installation.

End of Report

Old Business:

1. A representative from Mid Cities came in to discuss BBVRS holding bingo games at their building.
  - a. It will cost us \$100 a night
  - b. They have 22 tables and 85 chairs (120 capacity)
  - c. We can maintain our own concessions (they have a built in kitchen and can provide storage for our food/supplies, but we are responsible for cleaning up)
  - d. Can't hold games on Monday or Saturday nights.
  - e. There are 2 parking lots with lighting
  - f. Allow smoking during games
2. The representative from VFW did not come into the meeting.
  - a. It will cost us 25% of our proceeds not to exceed \$300 a night
  - b. Capacity of 150
  - c. They want to maintain their own concessions in the beginning (unknown how long)
  - d. \$85 for them to clean up
  - e. Can't hold games on Thursday or Saturday
  - f. Smoke free games
  - g. Large parking lot

New Business:

1. We need to get a policy written for the reimbursement of training class funds such as Symposium and Convention.

\* A motion was made to pay Lynnette's submitted reimbursement request from her Symposium class due to having no current policy to go by and the request was signed by the Chief and Training Officer, by Linda, Second by Judy. Motion carries.

- a. This is an example of why a policy is needed to we have guidelines to refer to and follow.
2. The Junior Members, Auxiliary Members, and Junior Advisors will be at Main Base the night of December 9, 2011 to make Brunswick stew.
    - a. The stew will be sold on Saturday, December 10, 2011 for \$6 a quart.
    - b. Rory will review and approve the letter requesting food donations from local grocery stores.
    - c. Junior Members need to be in clean well kept uniforms when presenting the letters to local merchants.

- d. The Junior Members need to talk to Operations to request permission to use the bays at Main Base.
3. The Junior Members will be providing a Children's Breakfast with Santa on Saturday, December 17, 2011.

End of Report

OMD Report:

1. There will be a pharmacy control policy effective 1/1/2012 that ODEMSA is pushing for better drug box controls.
  - a. There will be a DEA expense for each agency that is approximately \$1,500.
2. There will be an Authorization to Practice form for all members of the squad to fill out, not just ALS members.
  - a. The DEA forms will be downloadable and Dr. Christiansen will assist us with this.
3. OSHA is pushing the Ryan White Law that will require an infection control officer and a process by 12/3/11.
  - a. This will involve Rapid HIV and Rapid HEPC tests
4. Only new EMT's will be required to have National Registry also. Current EMT's will be grandfathered into the system.
5. Our OMD will not have to sign for any EMT recertification but the OMD/Squad is still responsible for who is active at the squad.
6. We need to create a policy to state what our hospital transportation policy should be.
  - a. Dr. Christiansen said we are to base it on what we feel is the medical necessity for the patient versus just patient choice.

End of Report

With no other business the meeting is adjourned for the night at 10:30 p.m.

Submitted for your approval,

Linda Winger  
BBVRS Secretary