

Membership Meeting Minutes For February 7, 2012

The Membership Meeting was called to order @ 7:01 p.m.

Cora Fearnow was asked to lead the pledge.

President's Report:

1. Approval of the previous Membership minutes.

*A motion was made to approve the January 2012 Membership minutes by Chuck, Second by Charlie Small. Motion carries.

2. Rory is in the process of completing the write up for the grants.
 - a. Altria Grant complete for \$50,000
 - b. RSAF Grant
 - c. John Randolph – Letter of Intent
 - d. Cameron Foundation – Letter of Intent (Due 5/2/12)
3. Henrico Doctors Hospital – Parham is having a Grant Writing Class, if anyone wants to attend.
 - a. An email was sent out with the information.
4. Rory thanked all those who helped with Installation.
5. District 3 Report:
 - a. Spring BOG is April 14th in Richmond.
 - b. Rescue College is June 9th-17th.
 - c. They want to open up VAVRS to all EMS Agencies.
 - d. If members are hurt on duty, we have no emergency contact information.
 - i. Linda to send out a request for Emergency Contact Information.

End of Report

Membership Report:

1. No new Probationary Member Candidates or Regular Member Candidates to present.
2. A schedule of training classes has been posted at both stations.
 - a. Emails will be sent with any open slots for upcoming classes.
3. Chris Craft will be holding a CPR class on March 7th.

End of Report

Vice President's Report:

1. The Dogs Playing Poker fund raiser brought in proceeds to the squad of \$3,493.
2. Basket Bingo at Beach Grange is being held 2/11/12.
 - a. Admission - \$25 and Games start at 1:00.
 - b. Carol is taking an ambulance to the event.

End of Report

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Chief's Report:

1. We were down to only one operating ambulance for awhile.
 - a. 525 & 523 are running.
 - b. 522 is in the shop.
 - c. 526 is going into the shop.
 - d. 514 is out of service.
2. The fire extinguishers were all picked up for servicing.
 - a. 10 of them were bad.
 - b. The Fire Marshall is coming out Thursday to determine how many extinguishers are needed at each station.
3. The new SOR's were approved by the BOD and posted in both stations.
 - a. There will be 2 new ones for Drugs & Drug Box Security and Social Networking Policy.
4. As of 2/1/2012 a new Mayday Procedure was put into effect.
 - a. The only way to clear an accidental distress button signal is to say "Accidental Activation" and nothing else.
 - b. Anything else will send out response personnel.
5. Beth Sturm is the Health and Safety Officer and will be in charge of the Random Drug Testing process.
 - a. Names will be on envelopes (with paperwork) posted on the board at Main Base.
 - b. Put the papers from the hospital back in the envelope and put it in the Comptroller's Mailbox.
6. New EMS procedure changes at MCV as of 2/6/2012.
 - a. When entering MCV, Communications will ask for your Unit No. and the Chief Complaint.
7. John Randolph has a board to show the room number, a time clock to time stamp forms (MIVITS) which need to be handed to the nurse who will enter a time stamp in the computer. (Email was sent on procedure)
8. Mike requested two new portable radios from the County Fire Department. The request was approved.
9. Mike received an OEMS fax notifying us our Inspection is 2/22/2012 at 1530.
 - a. The paperwork needs to be ready by 2/16/2012 so Mike can review it.
 - b. Cleaning will take place 2/18-19/2012.
10. The requested copies of training documents/records must be turned in or the member will be pulled off the units.
11. We are being tracked for compliance.
 - a. Day shift must be marked up by 8:00 am during the week, at 7:00 am on weekends, and 7:00 pm at night.
 - b. If we are marked down before 5:00 am we aren't compliant.
 - c. From 0600 – 2100 we have 60 seconds to mark "In Route" for priority 1 & 2 calls and 120 seconds to mark "In Route" for priority 3 calls.
 - d. From 2100 – 0600 we have 90 seconds to mark "In Route" for priority 1 & 2 calls and 180 seconds to mark "In Route" for priority 3 calls
12. In cleaning up 526, old drink spills that were never cleaned up were found under mats, etc.
 - a. Don't leave a mess for someone else to clean up.

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End of Report

Treasurer's Report:

1. The Account numbers were redone for better organization and grouping.
2. The 4th QTR Bingo Report is finished and Carol is working on the Yearly Report.
3. Carol confirmed the County won't decrease our Passport Funds due to Co 14 moving out of Main Base.

End of Report

Secretary's Report:

1. If any of the new 2012 Officers need a copier code or password for their BBVRS.net email, please see Linda.
2. The highlights from the ODEMSEA meeting were read. (See handout)

End of Report

Junior's Report:

1. Brunswick stew will be done February 17th – 18th.
2. The Juniors have been practicing for Competition.
3. Judy Frame won the FR Raffle and donated the money back to the Juniors.

End of Report

No Old Business:

New Business:

1. Carol, Ryan, Mike and Shumaker were thanked for cleaning out the bays at Main and South and the office at Main.
2. Rory reviewed the 3 By-Laws (see handouts) that were posted at both stations.
 - a. Article IX Elections, Section 7 and Section 11.
 - i. Vote taken and change passed
 - b. Article XVI Parliamentary Authority.
 - i. Vote taken and change passed
 - c. Article XVIII Amendments to the By-Laws, Section 1 and Section 3.
 - i. Vote taken and change passed
3. The Budget proposed does not include any Grant money, but does include potential revenue from a bi-monthly Bingo game.
 - a. Even if we get all 4 grants approved, it will only cover about ½ the cost of the 2 new ambulances needed.
 - b. Our stretchers are too old to be compliant anymore and \$3500 each to replace.
 - c. We need to look at all options for raising revenue including Revenue Recovery (soft billing).
 - i. We will have a presentation @ next meeting on Revenue Recovery.

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- ii. The County charges 2.4% for the billing service.
 - d. Vote taken on the Budget and passed with no changes.
- 4. A vote was taken on the revised SOR's.
 - a. SOR's passed with 1 opposed.
- 5. The list of Preceptors will be updated and posted in stations and on website.
- 6. Three new By-Law changes were submitted for posting and review by the Members and for voting on at next meeting.
 - a. Article I Purpose
 - b. Article II Members
 - c. Article XV Removal of Officers

End of Report

*A motion was made to adjourn the meeting by Gary, Second by Charlie Small.

With no other business the meeting is adjourned for the night at 8:57 p.m.

Submitted for your review,

Linda Winger
BBVRS Secretary