

## DRAFT

Board of Directors Meeting  
January 15, 2015  
11:00 AM  
Union County Government Center, EMA Suite  
155 North 15<sup>th</sup> Street  
Lewisburg, PA. 17837

**I. Call to Order and Introductions**

President Gerard Banfill called the Meeting to order at 12:15 P.M.

**II. Roll Call (Sign-in Sheet)**

A sign-in sheet was circulated.

**III. Approval of the Agenda**

A motion was made by Mick Abrashoff, 2<sup>nd</sup> by Nick Klose to approve the Agenda as posted. Motion approved.

**IV. Approval of Minutes-October 19, 2014**

A motion was made by Mick Abrashoff, 2<sup>nd</sup> by Scott Rhoat to approve the Board Minutes from September and October as posted. Motion approved.

**V. Financial Report-October 2014- January 2015**

Tim Nilson reported that everything is good, normal operations. We are right on track. The audits for Seven Mountains and Susquehanna were done and accepted by the DOH. The BOD received a copy of the Seven Mountains Audit; former Susquehanna BOD got a copy of Susquehanna's Audit. Both audits and 990s will be available with the April meeting information.

A motion was made by Dave Jones, seconded by Derrick Shambach to approve the financial reports as posted. Motion approved.

**VI. Council Reports**

**Operational**

- **Staff**

Gerald/Tim stated that they discussed staff involvement in the meetings and decided that it wasn't necessary to close down the offices to have staff present at all meetings – membership agreed. Staff provided written reports which could be followed up with telephone calls and/or conferencing in the staff members should questions arise. We will see how this works out.

- **MCI/Strike Team** – There is nothing to report at this time, but Howdy is working on Preparedness issues including Ebola. Scott Rhoat asked about fit testing. Tim stated it has not been forgotten; we are waiting for BEMS guidance.

- **MAC;QI/QA** – Meeting was yesterday. New EMS Scope of Practice was released and then partially rescinded for ventilator issues. Another revised Scope is to be released Saturday January 17<sup>th</sup>. Will be distributed when authorized to do so.

Discussion was held that regional services are using BiPap instead of CPap. Dr. Neal stated that services should be using C-Pap, and it is clearly written in the CHF protocol for BiPap, but there is nothing listed in the scope of practice. Dr. Neal will look for clarification on BiPap use. There was discussion about setting up Infectious Control Officer classes for our regional agencies. Jim will get in contact with Katherine West to work on scheduling.

- **Training** – Dave Jones stated that we need more EMT classes and they are still being offered through HACC. Mark and training committee are working on affordable, workable options.
- **EMS Leadership** – Scott Rhoat stated that the committee met last Tuesday and they touched a little on Community Paramedicine. There also was discussion on Regional changes at the ALS level and how the changes are affecting the ALS providers.
- **PEHSC** – BOD election in March, Council is up for reelection & has been nominated. Nothing to report at this time.

#### **Organizational / Committee Reorganization & Reports**

- **By-Laws Committee**  
Gerald Banfill stated the By-Laws are as clean as they can be.
- **Membership** – No report. Committee - Joy Byler, Paul Sattazahn, Robert Hare and Allen Weaver
- **Finance Committee** - Committee - Joy Byler (Chair), Robert Hare and Sean Klechner. Gerard Banfill also attends at President.
- **Personnel Committee** – Committee - Derrick Shambach, Nick Klose, Sean Klechner

## **VII. Business**

### **Review** – Resolution 2015-01 (Financial)

Susquehanna EHS Council owns stock that we need a Board resolution to transfer to Seven Mountains EMS Council.

A motion was made by Tom Perrin, seconded by Derrick Shambach to authorize the Secretary/Treasurer and/or Executive Director to execute documents needed to enable that change. Motion approved.

### **Review** – Request for Associate Medical Director

Dr. Neil Seven Mountains Medical Director asked if we would appoint Dr. McLeod as his associate Medical Director. Council currently budgets \$5,400 for Medical Director expenses - \$3,00.00 toward Dr. Neal's Medical Malpractice Insurance and \$2,400.00 as a stipend which would be shared with Dr. McLeod. A

question was raised as far as helping with Dr. McLeod's Insurance. Tim stated that this wasn't requested, as far as he was aware, and we would need to look at that when the situation presented as he didn't feel Council had sufficient funds to increase the line-item that significantly.

A motion was made by Dave Jones, seconded by Scott Rhoat to approve the appointment of Dr. Randi McLeod as Seven Mountains EMS Council's Associate Medical Director with a written agreement to follow. Motion approved.

**Discussion – 2014– 2015 Provider Equipment**

Jim stated that there is \$79,716.63 in provider equipment funds for this fiscal year. \$50,400.00 for EMS Charts; \$6,000.00 for EMD cards has been committed leaving \$23,363.16. Discussion about Infection Control Training, Basic (2 day), Advanced (1 day) and Train-the-Trainer (1 day). Mr. Urban will look into, and schedule, Infection Control Training.

Review – EMD card update – Jim stated that the EMD cards have been reviewed by the eight (8) county PSAPs that use our cards along with the Regional Medical Director. Approved changes have been forwarded to the Bureau of EMS for their authorization to have them published & distributed.

A motion was made by Dave Jones, seconded by Scott Rhoat to approve use of Provider Equipment funds to conduct Infection Control Training (as a Regional Project) within the Region. Motion approved.

**VIII. Good of the Organization**

Seven Mountains Spring Conference

March 13, 2015 - Leadership Day

March 14 & 15, 2015 - Conference

**IX. Date/Location of Next Meeting**

April 16, 2015 @ 12 P.M. – Location: Seven Mountains EMS Council, Bellefonte Office

**X. Adjournment**

A motion was made by Dave Jones, seconded by Sean Kleckner to adjourn the meeting at 2:20 PM. Motion approved.

\*Reports are all available on the Seven Mountains website under Delegate web and the new reports are posted the close of business the Friday before the meet

Seven Mountains EMS Council  
January 15, 2015  
Attendance Sheet

1. Sean Kleckner, Goodwill Hose Ambulance Assoc.
2. Scott Rhoat, Bellefonte EMS
3. Paul Sattazahn, Haneyville FC QRS
4. Kent Knable, Centre LifeLink EMS
5. Dave Jones, , University Ambulance Service
6. Gerard Banfill, Lock Haven EMS
7. Tim Nilson, SMEMSC Staff
8. Laura Rompolski, SMEMSC Staff
9. Jim Urban, SMEMSC Staff
10. Robert Hare, Americus Hose
11. Mick Abrashoff, FAME
12. Mark Williams, Geisinger-Shamokin Area Community Hospital
13. George Widger, Greater Columbia Medical
14. Phil Lucas, Mifflin County Department of Emergency Services
15. Nick Klose, Evangelical Hospital
16. Derrick Shambach, Snyder County EMA
17. Rich Kelly, Mount Nittany Medical Ceter Prehospital Services
18. Chad Aucker, Snyder County 911
19. Tom Perrin, Union County
20. Justin Martin, Central Juniata EMS
21. Robert Manenkoff, White Deer Township

Guest

Cheryl Stiefel, Snyder County 911 Operations Manager