

Board of Directors Meeting
August 18, 2016
Noon
Seven Mountains EMS Council
523 Dell Street
Bellefonte, PA 16823

I. Call to Order and Introductions

President Banfill verified that a quorum was present and called the Meeting to order at 12:17 P.M. Due to a current lack of quorum, the meeting was opened as informational only.

II. Roll Call (Sign-in Sheet)

A sign-in sheet was circulated.

III. Financial Report – 2015-16 Grant & June – July 2016

Director Nilson discussed the balance sheets; profit and loss statement; and Period expenses (transactions) report which were posted. He mentioned that a total of \$18,792.28 was returned to the Bureau as unexpended funds from the 2015-16 grant - \$12,000, in Ebola training/exercise money is being requested back – as roll-over. Unexpended: \$1448.82 in preparedness; \$1054.99 in portable trailers; \$4288.47 in grant funds. Hopefully audit will be completed by next meeting.

IV. Council Reports

Operational

• **Staff Reports**

All staff reports, as posted to the website, accepted with no additional questions.

• **MCI/Strike Team**

Strike team agencies conducted a telephone conference call to discuss issues & priorities though there was a lack of a quorum to actually conduct business. More on Council MCI activities later in the meeting.

MAC; QI/QA

MAC - July conference call. Nothing major to report; new protocols may be released soon?

CQI – Was going to meet today but postponed to a conference call in the near future. Was mentioned that additional membership would be

nice. Planning on releasing the findings from the “patient release” project – Amanda asked the committee for approval. Patient Care project had better participation from regional agencies than the EMSVO; but, still poor overall (roughly 50%).

- **Training**

Mark is participating in a PI&E event on behalf of the Bureau. He reports that the training & manpower committee has been reestablished and a meeting will be held before the end of the month – August 29th? Gerard requested that a reminder notice be sent to committee members. Gerard asked about Clinton County training programs. Dave read the available courses off of Mark’s report, which includes available training in Clinton County.

- **EMS Leadership**

Scott Rhoat reported that the committee is meeting with legislators concerning SR60. Legislature is relooking at that report to see what has been accomplished and what else needs done. Sept. – Senator Corman attending; Oct. – either Repr. Benninghoff or AAP with the other coming in November. Gerard asked that invitations be sent out ASAP.

- **PEHSC**

Tim read Pat Shoop’s report from PEHSC. PEHSC experienced a \$23,000 budget cut. Working on (priority) issue of “EMS staff suicide” which seems to be “very high” per capita in PA. State conference is Sept. 21-23 in Lancaster.

Derrick Shambach entered the meeting

Organizational

- **Personnel**

Tim reported that the personnel committee met to review his recommendations to changes of the employee job descriptions and Council work week to remain in compliance with the Fair Labor Standards Act once the new rulings take effect on December 1. Most employees will move from salaried, exempt to salaried, non-exempt and the work week will change from Sunday-Saturday to Thursday-Wednesday. Implementation date will be first payroll in November.

V. Business

Council Operational Update

-Tim mentioned that most of this was already covered, mostly during the financial reports. He would be glad to try to answer any questions if there were any. Scott asked about the transition with Howdy’s position and

strike team activities. Tim said that those activities are currently on hold – unless and until needed, at which time they will become priority. Other staff are going to pick up a lot of those responsibilities; but, with other things going on, one of the preparedness specialists will need to assume the “routine” maintenance/operation of those assets & activities. Remaining staff are continuing to roll-out the patient tracking system – Danville EMS plan on using it for the Bloomsburg Fair.

Matt Abbey entered the meeting.

Discussion concerning EMS Regional Councils

Gerard Banfill stated that he, Scott Rhoat (Council Vice-Chair), and Tim have been involved in meetings/discussions spurred by comments made by Director Gibbons and others about the need to “reduce the number of Councils”. Initial meeting was in Indiana between EMSI, EMMCO-East, EMMCO-West, Southern Alleghenies, and Seven Mtns. After that meeting we wanted to explore options before making any decisions on continuing discussions with that group – major concern was what we felt would be a lack of involvement by the “rural” areas after this merger and the potential “monopolization” of the new organization by the urban center(s). We contacted LTS to see if they would be interested in discussing options – they were. Then we reached out to Southern Alleghenies to see if they were interested in talking to LTS & us – they were.

Gerard asked if the membership looked favorably on what was happening and asked if they were interested in setting up a committee to continue those talks. He stated that some of the preliminary work (By-Laws) was started so the process can move forward, if that was the Board’s wishes.

Tom Derby entered the meeting during this conversation. He was provided with an overview of current discussions.

President Banfill called the “official” meeting to order and thanked everyone for their attendance.

Phil suggested bringing a legislator into the meetings so that ‘they’ are knowledgeable and know what is going on from the start.

Gerard asked if the Board wished for these talks/activities to continue.

Motion by Dave Jones, second by Romaine Naylor, that the president appoint a committee to continue merger discussions with the regions already showing interest and any others who may show interest. Motion Passed. President Banfill then appointed a committee of himself, Scott Rhoat, Dave Jones, and Derick Shambach.

Discussion of possible By-Law revision(s)

Scott Rhoat discussed changes that were discussed at a By-Law committee meeting held last week. He stated that the committee is suggesting the removal of the counties being named in Article II, Section 1(A). This would allow integration of delegates, from the new counties, into Council

operations after a potential merger should the committee chose to use Seven Mountains By-Laws for the new corporation – this will have no change within the current organization.

Motion by Mick Abrashoff, second by Dereck Shambach, to approve the suggested By-Laws changes and post them for approval at the October membership meeting. Motion Passed.

Approval of Minutes – BOD meeting of June 16, 2016

Motion by Scott Rhoat, second by Allen Weaver, to approve the minutes from June 16, 2016 as submitted. Motion passed.

Approval of Financial Reports –

Motion by Dave Jones, second by Tom Derby, to approve the financial reports as submitted. Motion Passed.

Approval of Revised job descriptions & work week

Motion by Dave Jones, second by Scott Rhoat, to approved the recommended changes to the job descriptions and the change of the work week to Thursday-Wednesday. Changes to take effect the first pay period in November. Motion Passed.

VI. Good of the Organization

- Save-the-date reminder distributed for the Regional Spring Conference. Still looking for a Keynote speaker.
- Gerard appointed Romayne Naylor and Paul Sattazahn as the 2016 nominating committee. Slate of officer will be proposed.
- Gerard welcomed Kevin Fanning and Bill Frantz from the Clinton County Dept. of Emergency Services.
- Penn State sent in a letter appointing Robert Edwards as their new delegate replacing Doris Guanowsky due to her retirement.

VII. Date/Location of Next Meeting

October 20, 2016 – 18:30 – Location is tentatively Union County EOC.

VIII. Adjournment

A motion was made by Dave Jones to adjourn the meeting at 2:10 PM. Motion approved.

Seven Mountains EMS Council
Board of Director's Meeting

August 18, 2016

Attendance Sheet

1. Gerard Banfill, Lock Haven EMS
2. Allen Weaver, Juniata County EMA
3. Scott Rhoat, Bellefonte EMS
4. Mick Abrashoff, FAME EMS
5. Derrick Shambach, Snyder County EMA
6. Dave Jones, Penn State EMS
7. Josh Fremberg, Penn State EMS
8. Matthew Abbey, Northumberland Fire
9. Kevin Fanning, Clinton County Dept. of Emergency Services
10. William Frantz, Clinton County EMA
11. Romaine Naylor, American Red Cross
12. Phil Lucas, Mifflin County EMA
13. Tom Derby, Berwick EMS
14. Jim Urban, SMEMSC Staff
15. Cathy Grimes, SMEMSC Staff
16. Tim Nilson, SMEMSC Staff