

**Seven Mountains EMS
Council BOARD OF
DIRECTORS' MEETING
Meeting Minutes
August 17, 2017
Council Office - Bellefonte**

- I. Call to Order
President Gerard Banfill called the Board of Directors' Meeting to order at 12:05 PM. Quorum in attendance.
- II. Roll Call (sign-in sheet)
A sign-in sheet was circulated.
- III. Approval of Agenda
A motion was made by Joy Byler, 2nd by Mick Abrashoff to approve the Meeting Agenda as posted. Motion approved.
- IV. Approval of Minutes – April 20th, May 17th, notes from June 15th 2017
A motion was made by Scott Rhoat, 2nd by Derick Shambach to approve the April & May minutes and June meeting notes. Motion approved.
- V. Council Reports
 - a. Staff Reports – As presented.
 - Scott questioned staff's preparedness activities (i.e. trailer maintenance) as previous direction from the Board was "it isn't our problem". Mark stated that we compiled a listing of "issues" to forward to both the Federation & EMSI that needed dealt with concerning the trailers. Preparedness specialists were then assigned to handle those issues. Mark stated that he also took care of some issues with the generator trailer and such which were reimbursed fully by either the Federation or EMSI.
 - Scott questioned why the Executive Director wasn't in attendance.
 - Mark announced that Steve Berry is going to be our keynote speaker for the 2018 Spring Conference being held at Toftrees in State College. Focus is on hands-on classes.
 - Mark mentioned the Personal Development conference scheduled for October 13 & 14 in Union County. It is designed for all providers, not just EMS administration/leaders.
 - b. MAC/QI
MAC met in July with good attendance from agency medical directors. Discussed was updated scope of practice - BLS use of glucose monitors; 2017 BLS & ALS protocols which go into effect no later than 9/1/2017; Updated drug list – Ketamine usage within the Region is supported by MACC and forwarded to Council for final approval; discussed transport of cardiac arrest patients and proper treatment; new, added equipment on required equipment list.

Motion by Sean Kleckner, 2nd Dave Jones to accept MAC recommendation and allow Regional ALS agencies to administer Ketamine, following protocols, once agency participation requirements have been met. Motion Passed.

Scott asked if staff was able to monitor Ketamine usage using PCR data. Jim said that he would need to have EMS Charts create a custom report to pull that data.

c. Training/Manpower

Mark said that working on the Bureau's priority of 'provider safety' and working with the State Association of Township Supervisors, we are offering some TIMS (Traffic Incident Management System) courses.

d. EMS Leadership

Meeting with elected officials. Met with 'G.T' Thompson & Scott Conklin about reimbursement and direct pay issues.

e. PEHSC

Haven't met.

VI. Financial Reports -

Balance Sheet; Period Transactions: April-July 2017; 2016-17 Grant End; 2017-18 Grant to Date; CARE Grant. All reports were reviewed.

VII. Business

Vacant Staff Position

Deputy Secretary Barishansky approved the request to allow us to advertise and re-hire the position. Plan is to have it filled by October/ November.

Office Move

Snyder County needs the area the Council currently rents off them for expansion of the 911 Center. Consequently, we will be moving our office to the Snyder County East building by September 1. Laura is working on announcements for that move.

Active Threat Guidelines for Equipment Disbursement

Committee met and recommends that to receive equipment, members must attend any 16 hr. training class & 'Stop the bleed' off PA Train. A minimum of 25% of current roster must have successfully completed the training programs to receive a plate carrier and agency must participate in Con-Ed, exercises, regional MAC & QI activities. Priority will be given to those agencies that are not eligible for those provided through the SouthCentral Task Force. Jim asked for clarification on: basis for recall and need for a program manual. It was emphasized that agencies who receive the equipment must have internal policies/procedures for equipment usage. It was asked that the Training & Manpower committee provide input.

2017-18 Provider Equipment Projects

Jim suggested six projects for potential funding: 1) Regional PCR - \$50,400; 2) Threat Kits - \$315/per kit (need 105 more needed for every vehicle within the Region) 3) Certification Course financial assistance - \$3,000-\$4,000 4) Personal Development Conference - \$4,000-5,000 5) CO detectors for Mifflin/Juniata County – 31 @ \$178/Each 6) Continuation of the vest/plate carrier project. A considerable discussion followed. Motion by Dave Jones, 2nd by Thomas Derby that provider equipment priorities for 2017-18 be 1) PCR, 2) CO monitors, 3) Development Initiative, 4) Threat Kits, 5) Training if appropriate.

Motion Passed

Kent questioned where all the EMSOF (Provider Equipment) money went - from years ago. Discussion revolved around 1) EMSOF is the total money to run the system – not just provider equipment funds and 2) no increase in income over the past 20-25 years while all costs associated within the EMS system have risen.

Mick asked if other agencies were having problems with the clips separating from the CO monitors purchased by the Region. Board asked Jim to check on other products & vendors.

Board Vacancies

Gerard discussed the current board vacancies and asked the membership for suggestions to help maintain a full Board of Directors – especially Montour County. Suggested reaching out – through Executive Director by letters - be sent to member agencies to recruit participation.

Nominating Committee

List of expiring board members were reviewed. Derick Shambach – Snyder; George Widger – Columbia; Gerard Banfill – Clinton; Dave Jones – Centre; Mick Abrashoff – Mifflin. Nominations due by Sept. 19th. Dave Jones was appointed chair.

VIII. Good of the Organization

- a. PA Memorial Bike Ride – Sept 9-11, 2017
Shanksville (Flight 91 Memorial) to PA Capitol.
- b. 911 Activities
 - 911 memorial at Capitol (Harrisburg) starting at 1:00
 - Stars of Life dinner – Hershey Lodge 6:00pm
- c. PEHSC Conference & Awards Luncheon – Sept. 20-22, 2017
- d. Personal Development Symposium – October 13 & 14 – Lewisburg, PA
- e. Council Spring Conference – March 16-18, 2018 State College, PA

IX. Date/Location of Next Meeting

Full Council meeting followed by Board of Director's meeting – October 19, 2017.
Location to be announced later – probably Milesburg area.

X. Adjournment

The meeting was adjourned at 1:35 on motion by Dave Jones, 2nd by Derick Shambach

Attendance/Sign-in Sheet
Board of Directors' Meeting
August 17, 2017
Council Office - Bellefonte

1. Gerard Banfill, Delegate Lock Haven EMS*
2. Scott Rhoat, Delegate, Bellefonte EMS*
3. Derick Shambach, Delegate, Snyder County EMA*
4. Joy Byler, Delegate, Big Valley Ambulance Service*
5. Thomas Derby, Delegate, Berwick Ambulance*
6. Dave Jones, Delegate, University Ambulance Service*
7. Tom Perrin, Delegate, Union County West End Ambulance*
8. Sean Kleckner, Delegate, Goodwill Hose Ambulance Company*
9. George Widger, Delegate, Greater Columbia Transport*
10. Derick Shambach, Delegate, Snyder County EMA*
11. Rich Kelley, Delegate, Mt. Nittany ALS
12. Kent Knable, Delegate, Center LifeLink EMS
13. Paula Miller, Delegate, EMTS
14. Cathy Grimes, Council Staff
15. Laura Rompolski, Council Staff
16. Jim Urban, Council Staff
17. Mark Wolfgang, Council Staff
18. Kimbra Shoop, Council Staff