

## DRAFT

Board of Directors Meeting  
April 16, 2015  
Noon  
Seven Mountains EMS Council  
523 Dell Street  
Bellefonte, PA. 18623

### I. Call to Order and Introductions

President Gerard Banfill called the Meeting to order at 12:15 P.M.; Mark Wolfgang represented Tim Nilson who had another commitment.

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

A sign-in sheet was circulated.

### III. Approval of the Agenda

A motion was made by Dave Jones, seconded by Scott Rhoat to approve the Agenda as posted. Motion approved.

### IV. Approval of Minutes-January 15, 2015

A motion was made by Derick Shambach, seconded by Sean Klechner to approve the Board Minutes as posted. Motion approved.

### V. Financial Report- January 2015 to April 2015 and Grant July 1, 2014 to April 1, 2015

Mark Wolfgang reported that there are additional funds in the amount of \$125,161.00 deposited in our account that was Susquehanna EHS Council's asset. They were put in "Other" for now; but, will be distributed to the proper categories by the end of the fiscal Year. Other than that everything is in good standing.

A motion was made by Joy Byler, seconded by Allen Weaver to approve the financial reports as posted. Motion approved.

### VI. Council Reports

#### Operational

- Staff Reports

All staff reports are on the Delegate website. Staff did not have anything more to add to their reports.

- MCI/Strike Team

There is nothing to report at this time

- MAC;QI/QA -Meeting was rescheduled to May 6<sup>th</sup>

- **Training**

Mark stated that training & manpower is very busy. At the October meeting he brought some proposals and plans to the Board. Mark reported that the training/manpower committee met in January and are working with Jim Urban and Penn Care on a training module for EMS Charts on PCR completion. IUP has offered to conduct a blended EMT program with 148 hours of online education and 48 hours of classroom skill practice and evaluation and is currently looking for three sites to offer the course. Penn State University is also working on development of a similar program. Juniata County is conducting an EMR course. Scott Rhoat asked where/how classes are being advertised; he suggested that announcements need to be distributed to the general public as well as the regional agencies.

- **EMS Leadership**

Scott Rhoat reported that the committee met Tuesday and they had 10 in attendance. The meeting lasted 1 ½ hours and dealt with training and staffing. Their concern is that it seems very bleak for many agencies with current staffing, with no applications coming in the door. Discussed training classes and how we need to increase staffing levels.

- **PEHSC**

Pat Shoup was not available to give a report. There was mention made that the reports are available on the PEHSC website. Scott Rhoat stated that if we are going to go to the expense of sending someone, he would like to hear a report back, in person, not just go to PEHSC web site. Gerard made a recommendation that the Board receive a written report similar to the staff reports. Gerard stated that the Delegate or Alternate is to be present at our meeting to give a verbal report. Gerard said he, with the Board's permission, will take care of this.

## **Organizational**

### **Committee Reorganization & Reports**

- **By-Laws Committee**  
Nothing to report.

#### **Membership**

Nothing to report. Gerard did mention to Joy Byler that a letter came in right before the meeting concerning membership. She and Tim will get together on this.

### **Finance Committee**

Joy Byler reported they will be looking over the insurances to find the plan that best meets our needs and finances.

### **Personnel Committee**

Mark introduced Betsy Rishel to everyone. She will be a part time employee through July 1, 2015. Her duties include inventory and bar-coding of equipment along with cleaning and repair as required. This will update and compete our inventory which changed due to the merging of Seven Mountains & Susquehanna assets.

## **VII. Business**

### **2014- 2015 Audit(s) & IRS -990**

Not all the members could access the Audits and 990 forms, so Gerard called for a special meeting (Conference call) after everyone has chance to review them. Mark will work with Gerard in making sure a meeting gets scheduled and announced in accordance with our By-Laws.

### **Discussion Provider Equipment**

Jim Urban reported that he has been checking into Infection Control classes as directed at the October meeting. Jim reported he talked with Katherine West and he reserved dates for a Basic Infectious Control Officer (2 day) course for August 15-16 2015 the cost will be \$5,625.00 for 30 students. He sent a survey out to the Board members for direction and he received only 3 responses back.

CO detectors - Jim reported that we plan on replacing the 2 year detectors, as they expire, with the 3 year ones which are \$184.00 each totaling \$7,300.00. Discussion followed and Gerard asked "What is the wish of the Board?". The board requested that Jim research vendors looking for a better price.

Jim reported that there has been discussion about committing the remaining funds – roughly \$24,000 – toward some type of a certification training reimbursement. Specifics would need worked out; but to get the reimbursement individuals would need to affiliate with a regional EMS agency & agree to remain affiliated for a certain time-frame. Scott Rhoat requested that we add this conversation to the Special meeting agenda, giving members time to consider options. Suggestion was accepted. A motion was made by Matt Abbey, seconded by Derick Shambach to approve the Basic Infectious Control class for August 15-16. Motion approved

### **Board Authorization - Change of Dental Insurance carrier –**

Mark reported that if Council chose to change our dental coverage from Delta Dental to United Concordia, we could get the same coverage for roughly half the cost of our current plan.

A motion was made by Dave Jones, seconded by Allen Weaver to approve moving Council's dental plan to United Concordia. Motion approved.

**Discussion/Appointment:** Gerard reported that there are open Board seats for Juniata and Northumberland Counties, but was notified by Tim just before the meeting that other changes are expected. He tabled further action until the June meeting. Membership committee will get with Tim prior to June.

## **VIII. Good of the Organization**

- SWAT & Team-building workshop with Mr. Binns was in January at Evangelical Hospital. Mark reported that we discussed multiple things and covered a wide verity of topics. Using information provided, including homework, Mr. Binns suggested improvements to Council operations including need for a current mission statement & vision. Mr. Binns applauded what Council is trying to accomplish and plans are being developed to continue this process with Board participation. We hope to have something to present at the June BOD meeting as our (staff) vision to proceed.
- 2015 Spring Conference – Mark reported that QuickBooks is currently showing an approximate \$3,600 revenue loss due to the conference; but there are some outstanding invoices. When everything is in, we anticipate a loss of about \$1,800 to \$2,200. Amanda reported the Conference, and preconference, were very well attended. Our basket raffle, which was a great success, made \$1,460.00 for the Children Miracle Network at Geisinger. We also held a Social Event Saturday night where Matthew Siko, Shamokin Police Department, Jay Warner, Steven Hollenbach III, Cheryl Walter and Lack Tuscarora EMS were all presented with regional EMS awards and The Jack Williams Award was given to Darwin Bobb. All regional award winners will be nominated for state awards through PEHSC. Save the Date SMEMSC Spring Conference for next year March 18 to 20, 2016

- Meeting with Director Gibbons on April 29<sup>th</sup> @ 1300 hours location Northumberland County 911 Center.
- EMS Week May 17-23, 2015
- Proclamation letters were sent to the Municipality and Commissioners in our 9 Counties
- Possible Breakfast/Luncheon with the Legislators TBA late June or July

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

June 18, 2015 - 12 P.M. – Location: Union County Government Center

**X. Adjournment**

A motion was made by Chad Aucker, seconded by Allen Weaver to adjourn the meeting at 2:15 PM. Motion approved.

Seven Mountains EMS Council  
Board of Director's Meeting

April 16, 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. Mick Abrashoff, FAME EMS
8. Phil Lucas, Mifflin County Department of Emergency Services
9. Derrick Shambach, Snyder County EMA
10. Rich Kelly, Mount Nittany Medical Center Prehospital Services
11. Chad Aucker, Snyder County 911
12. Tom Perrin, Union County West End Ambulance
13. Robert Manenkoff, White Deer Township
14. Adam Hoover, Mount Nittany
15. Joy Byler, Big Valley EMS
16. Matthew Abbey, Northumberland Fire
17. Victoria Neal, Port Matilda EMS
18. John Shirk, Central Juniata EMS
19. Adam Weaver, Juniata EMA
20. Justin Martin, Central Juniata EMS
21. Allison Snyder, Emergency Nurses Association
22. Cathy Grimes, SMEMSC Staff
23. Amanda Krebs-Stancavage, SMEMSC Staff
24. Howdy McGinnis, SMEMSC Staff
25. Jim Urban, SMEMSC Staff
26. Laura Rompolski, SMEMSC Staff
27. Mark Wolfgang, SMEMSC Staff