# Anna Rescue

General Membership Meeting Minutes

1/16/13

7:30pm

**Attendance**:

Ben Luthman, Jessica Rickert, Shane Rickert, Dustin Murphy, Ken

Lemmon, Brad Duncum

**Excused**:

Phil Ott, Holly Glass, Melinda Gehrlich, Levi Gehrlich, Karin Bok,

Karen Weinstock, Jeremy Richards, Matt Harvey, Kelli Fassel, Joe

Fassel, Dan Shuga, Kelly Eilerman, Sam Young, Jason Nolte, Dustin

Hickerson, Ashley Holthaus, Brian Holthaus,

**Unexcused**:

Mark Bell, Josh Schmidt, Danielle Steinke, Ed Wellman, Steve Young

\*\*Meeting called to order 7:35pm\*\*

* + **PLEDGE OF ALLEGIANCE**
  + **OLD BUSINESS**
    - **Training**
      * Reminder for those interested in ITLS Feb 28-March 2nd to please get with Jessica asap. Registration deadline is Feb 12th.
      * Please only sign up if you are committed to the full days signed up for as this is very costly for the dept ($250 per person)
      * Must have attended (or had verbal/written excusal) from 50% of the in-house training to be eligible for reimbursement
    - **Personnel/Training File Documents**
* Still need to get files up to date, HAS to be done before Feb 1st so we can be eligible for grants or will be suspended
  + - **Winter Coats**
      * Coats are in and Val is working on getting Embroidery done. Doesn’t have exact ETA as of yet but hoping 1-2 weeks
    - **Basketball Games**
      * We have a month and a half left to cover games, please ensure you are documenting who and what truck went to each game so we have it for billing purposes
      * Thank you to those who have been picking up games, if you are able please sign up for remaining games, will earn 4 volunteer hours to cover a game
      * If you have put yourself on schedule for a game and it is found you cannot go to the game it is your responsibility to find a cover for the game, do not just remove yourself from the schedule or not show up
  + **TREASURER’S REPORT**
    - General Fund: $122353.44

Run Account: $222643.72

Savings Account: $80002.16

Total Cash Assets: $424999.32

* + **NEW BUSINESS**
    - **Charts**
      * Please ensure you are entering reports within a 1 week turn- around time. This is crucial for billing purposes to get our maximum return
      * Ensure you are entering ALL calls for service (i.e. Fire Standby, refusals, cancelled en route, etc.) so we have accurate run volume information
      * Please make every attempt to enter the report before leaving the hospital and all crew can sign off there so it is complete
    - **Trucks**
      * Please ensure all trucks are checked and double checked by every crew member after every call. We need to ensure the truck is clean, stocked, and retagged so it is ready for service before leaving the hospital
    - **1099s**
      * 1099s are ready and in your mailbox, please ensure you grab those. W2s for the daytime staff should be available next week. If you are needing yours mailed please contact Jessica
    - **New Refusal Form**
      * There is a new refusal form that we are implementing, it does include all patient information on it that we need for billing as well as the vitals/assessment completed
        + Dustin suggested to make the assessment box bigger, Jessica stated she will get updated
      * All trucks are now stocked with the new form and there are extra copies in the filing cabinet, if you see the truck is running low, please restock
      * Please ensure we are completing these forms on every refusal 1- for billing purposes as we still bill for no transports, 2 –to cover us from a legal standpoint
    - **Eagles Grant**
      * There is a Grant available to us thru the Eagles that has an every 2 years automatic renewal, we have to have a member that is a member of the Eagles to receive it. Please let us know if you are a member so we are able to proceed with the grant application.
    - **Truck Committee**
      * We are establishing a 5 person truck committee to review specs for a new ambulance, if you are interested and have the time available. Ed, Matt, and Melinda will be part of the committee
        + Shane and Dustin agreed to be the remaining 2 slots
        + Ben noted he would prefer a Chevy or GM Chassis and a Horton or Braun box to keep it local. Also requested a 169 length if we go with a Type 3 box
    - **Active 911**
      * Possibility of utilizing this feature since we no longer have the call board and they will be doing away with CAD texts in the future
      * Melinda is looking further in to this system and costs associated
    - **Protocol**
      * Protocol is now available online at GMVEMSC.org
      * Council is not providing manuals now so if you would like a copy you have to print from the website and can do so at the building if needed
      * Pre-tests are not available online yet but were supposed to be this week so keep checking back for that. Remember the pre-test is required to be completed for you to take written exam
      * Skill check offs will be Saturday, March 15th from 10a-4p, please get with Karen regarding getting this scheduled
      * Karen is working on getting a written test date scheduled when Kristi is back in the office
    - **Smoking**
      * If you smoke at the building please dispose of butts in the cigarette butt can, do not leave them laying on the pad or back landing
    - **Training**
      * February and March training will be rescheduled for different dates as Karen is in classes at these times
      * We are working with MBI and Penn Care to have someone come in to do some update training on EMS Charts and advise us where we can improve with our charting methods
      * On the Road in Auglaize County is Sat Feb 1st from 730a-430p at Jt Township. It is $15 and worth 6.5 CEUs. Flyer is on training board for anyone interested in seeing this year’s topics. Registration has to be received by Miami Valley by next Friday, Jan 24 so please get with Jessica asap if you plan to attend
      * Apollo is offering a Basic class orientation is 2/18
      * Apollo has asked us if we have anyone interested in a PHTLS class, if so please contact Crystal Kempfer
      * Anyone needing CPR between now and July 1st please contact Karen so we can get you scheduled early enough before you expire
        + Ken stated he will check his schedule and try to get one scheduled as well in the upcoming weeks
    - **Brian Tidwell Update**
      * Brian was diagnosed with inoperable brain cancer end of 2013 and is not doing too well
      * Anna Fire will be hosting a benefit with a raffle and auction to help offset some expenses for him
      * Benefit will be Saturday March 29 at 630pm at the Palazzo
      * They are accepting donations for items to auction and they are also accepting cash donations. If you would like further information to help please see Matt
      * The Squad will be making a sizeable cash donation as well as donating an item for auction
    - **Back Door at 140 Building**
      * We have been having many issues with the back door not latching/unlatching or closing and not able to open. Ben has contacted Mueller doors and we will be replacing the current door and frame soon. You are currently able to go out the door but not in from the outside.
      * Please do not do any more work to the door as it is currently secured
      * If you do go out of it, please make sure it is secured before leaving the building.

\*\*Meeting adjourned 8:05pm\*\*