# Anna Rescue

General Membership Meeting

6/19/14

7:30pm

**Agenda**

**Present:** Karin Bok, Brad Duncum, Joe Fassel, Kelli Fassel, Melinda Gehrlich,

Holly Glass, Matt Harvey, Ben Luthman, Dustin Murphy, Jason Nolte,   
 Jessica Rickert, Shane Rickert, Dan Shuga, Ed Wellman

**Excused:** Ashley Holthaus, Brian Holthaus, Ken Lemmon, Jeremy Richards,

Karen Weinstock, Samantha You ng, Steve Young

**Un-Excused:** Mark Bell, Nate Freisthler, Levi Gehrlich, Phil Ott, Danielle Steinke

**\*\*Called to Order 7:30pm\*\***

* + **PLEDGE OF ALLEGIANCE**
* **EMS PRAYER**
* **Presentation of Donations and Appreciation**

**(Family of Ralph Thaman)**

* + **OLD BUSINESS**
    - **Schedule**
      * Please have any changes in volunteer schedule to Melinda by 10th of month. If you are unable to run your scheduled night crew, make sure you put the name of the person running for you on ems charts to ensure the proper person gets credit for hours. If you are unable to run, it is your responsibility to confirm you have a cover prior to the shift. Changes MUST go thru volunteer assistant chief.
      * Please continue to listen in for weekend runs. Turn out has been better last few weeks, thank you for those listening in when needing volunteer crews
      * Melinda/Kelli are come off night crew eff June 30 so we will need to be filling Friday night coverage with volunteers. Please help out if able for a Friday on occasion
      * Shuga suggested that if you are not running to advise your entire crew so they know who will/will not be responding
      * Melinda noted if problem persists to let her know and she will speak individually with those not communicating with crew
    - **Charts**
      * Please ensure charts are entered and flags continue to be corrected timely so we can advance thru all stages. If the chart is flagged and corrected, please make sure you also clear the flag and advance the chart ASAP
      * If unable to leave copy of report at hospital it’s required to be faxed to the hospital within 3 hours. Please ensure we are doing so. Otherwise there should be no reason to write paper reports and all others should be entered at the hospital
    - **Hep B/TB**
      * Only required upon hire/exposure now. Will not currently be pursuing department set up at this time. If member is in need squad will still pay for test but not unless required for hire/educational requirement
  + **TREASURER’S REPORT**
    - Holly present account status for the month of May
      * General Fund: $50,405.51
      * Run Receipts: $270,352.41
      * Savings Acct: $80,041.61
      * Total: $400,799.53
    - Profit and Loss
      * Expenses: $17,813.07
      * Income: $22,667.20
      * Difference: + $4,854.13
  + **NEW BUSINESS**
    - **Blood Drive**
      * Tuesday, July 15 2-6pm at Anna High School Auxillary Gym
      * Need help with set up at 1130, help during day, teardown at 6-there is a sign-up sheet going around to sign up to help
      * Sign-up sheet is going around to donate, if able please sign up pr contact Ashley as we are very short this year
      * 2 dozen cookies per member due on Monday July 14 at 140
    - **Protocol**
      * Reminder all members must receive a passing protocol test score (unless has been otherwise discussed) by June 30th or will result is dismissal.
      * If needing to test/retest please contact Kristi to do so asap. If you need contact info please get with Jessica
      * If you have not taken and passed protocol yet please let Jessica know as we have to inform council before the June 30th deadline
    - **Speeding**
      * Still an issue. DO NOT drive erratically thru town
    - **Truck Check Offs/Drug Bag**
      * Please ensure all is put away after a run and when changing out trucks. 141 recently had critical care bag out of place, no needle pouch on drug bag and 142 had no D50. Please thoroughly check trucks before putting back in service
      * Please ensure that when leaving drug usage sheets at the hospital you are leaving the original at the hospital
      * Suction unit is back from Jackson Center call-thank you Shuga for taking care of equipment follow up
      * Shane also noted to ensure a copy of the report is sealed in the drug bag before exchange. If a medic from another department runs with us (ie Jackson Center) please verify they have completed this procedure properly
      * Driver/additional certifieds are to clean truck and gather supplies while main treating certified writes report at hospital. Head certified then needs to go thru truck on way back from hospital and ensure all supplies they used were replaced
    - **Training**
      * Please check board for all CEU opportunities, there are too many to send out via email but board is updated daily as new items come in
      * Botkins fire will be holding LZ training with Medflight on Tuesday August 5th . If anyone is interested in attending, we will provide further details as they come out
      * Reminder of MANDATORY training on Monday July 7th 6pm at Anna Station. Please be on time and ready to start at 6 as this is an approximately 2 ½-3 hour class and the instructor is coming from Columbus
    - **Events**
      * Thank you to those that helped with Carousel.
      * Thank you to Kelli/Karen W for volunteering on short notice for Homecoming 5k last weekend
      * Homecoming this weekend will be Friday night duty crew and Saturday night will be Crew 3 (Dustin, Karin, and Holly)
      * Parade line up is 3pm Saturday on 1st street. 241 will be unit #4 and pass candy/flyers and duty crew will be staged as last position in the parade
      * Need 3 more volunteers for parade: Luthman volunteered as well Karin Bok stated Bekah can help pass candy as well
    - **142 Out of Service**
      * 142 is out of service again until further notice. Hoping to have in back within a few days. Gauges are acting up. We will set tones off when back
    - **SOP/Bylaw Review**
      * 1yr review to be done. If interested in being on this year’s revision committee contact Jessica by June 30
      * Would like to have a combination of some of original committee mixed with some new faces
    - **Jackson Center Update**
      * Luthman talked with Bruce Metz, by August 1st they plan to have resolution. Proposals are being made to JCR in the weeks ahead and we will know further after they accept/deny them
    - **Storage Building**
      * Gravel in; day crew will be smoothing out and Luthman will bring in tamper in upcoming weeks. Once complete will be able to build building
    - **MVA Reminder**
      * Please remember reflective vests when on roadway
      * Watch for new semis that run on Natural Gas, not diesel and are highly explosive
      * Also need to watch all electric cars/motorcycles
    - **AOB Forms**
      * Each Truck is now carrying Assignment of Benefit forms that will be required for all transports. This has to be completed so we can get paid for calls. There are 3 sections on form: Top section is pt to sign; middle section is authorized representative to sign if pt is unable (for minors, parent will fill out section one as well); bottom section is if there is no authorized representative and pt is unable to sign (ie accident, drunk, etc.) It Must state reason pt couldn’t sign as well as signature of receiving nurse and crew members. If section 3 is filled out it must be accompanied by hospital face sheet
      * Please place these forms in Jessica’s mailbox with run #, patient name, and call date so Jessica can scan to chart
      * Will be updating soon to accommodate an additional signature from receiving facility on transport
    - **Refusals**
      * Please ensure you are utilizing new refusal forms in each truck. On every refusal we are required to obtain Name, date of birth, Social security #, pt address, and pt phone. We are unable to bill these calls out if we do not have all 5 components
      * Ed requested we get list in truck of all information needed, Jessica will get copies in trucks next week
      * Matt mentioned there is a mock report in EMS charts that meet the requirements to leave at hospital if we do not have time to completely finish all of report due to another call, Jessica will place these in trucks as well
    - **Membership**
      * Dustin Hickerson has resigned effective today, please remove him from your mailing lists
      * Nolte state he has AEMT practicals/National Registry in 3 weeks and once complete he has spoke with Matt to schedule skill check offs. Jessica has contacted Kristi to get his written protocol test done and hopefully he will be good to run by August 1st.
    - **Lockers**
      * Ed requested lockers in bay at 140 have doors placed on them so day crew can keep extra clothes in event of needing showers, etc.
      * Mention made to see if we can obtain lockers from the old Botkins school. Melinda will call Connie Schneider to inquire about purchase/donation of them to replace current lockers
    - **Assistant Chief**
      * Melinda will be taking daytime assistant chief position
      * Ken Lemmon has been appointed the volunteer assistant chief effective 7/1/14
    - **Emerson Kruse services**
      * Viewing for Melinda’s grandpa will be held Sunday 6/22/14 from 2/5pm at Bayliff and Eley in Wapak. Funeral services will be held on Monday at 1030am at New Knoxville United Methodist Church
      * Van Buren EMRs will not be available later Sunday afternoon/evening or Monday from 9a-2pm due to services
    - **Run Volume**
      * May Runs: 42 total runs, 30 were transports

**\*\*Meeting adjourned 8:30pm\*\***