

VERMONT EMS DISTRICT 6

Board Minutes

April 10, 2007

Attendance:

BCFD: Matt Cetin (A)

BTEMS: Dave Jennings

Cabot: Sheila Brown

Jennifer Miner (A)

CTERT: Annie Dolan

Susan Barnes (A)

CVMC:

EMFS: Jay Copping

Bill George (A)

D6TC: Mark Podgwaite

Middlesex:

MAS: Douglas Jasmin

NAS: Jim Baraw

PFR:

WFS:

WASI:

WAS: Matt Bergeron (A)

WFR:

EMS Liaison: Mike Morgan

Visitors: Steve Trala, IMAT

- I. Called to order at 1901 by Jim Baraw
- II. Steve Trala from IMAT & FAHC made a presentation about IMAT, the Incident Medical Assistance Team. They are available for anyone to utilize and are primarily a team ready to help the Responders setting up medical assistance at MCIs. Pamphlets were distributed. IMAT is only deployed through Vermont Emergency Management. Call 1-800-347-0488 to request IMAT.
- III. March minutes were approved.
- IV. Treasurer's report was approved. Sue asked for permission to transfer money from the savings account to cover Pearson Education bills. Approved.
- V. Agenda items added – Bevin's t-shirt invoice
- VI. Reports:
 - A) Medical Advisor – absent
 - B) EMS Liaison – Mike Morgan
 1. Phil is on vacation and will return April 17th
 2. SIREN – no meeting since the last District Board meeting, however information provided by Mike and Matt Cetin say the program is progressing. Committee is looking at different systems in use. Start talking to our squads to find out how they'd like to do their PCRs. Matt advised there is also a website people can utilize to play with electronic run reporting. Contact Mike or Matt for more information.
 3. The Hazmat Drill being coordinated between Air/Army National Guard, CVMC, and local squads appears to be looking like a 3 step process.
 - a. Everyone brings their "toys" for the first step
 - b. Table top exercises would be the second step
 - c. Full scale drill would be the finaleThe next meeting is scheduled for May 3rd, 2007, 0900, CVMC-Conference room 3. Aiming for a fall 2007 drill date.
 4. Patient follow ups are going well.
 5. QA/QI – Idea is to put a lock box in the EMT room and people can make a copy of their PCRs for QA/QI purposes until SIREN is up and running. More on this next month.
 - C) Training Committee – Mark Podgwaite
 1. EMT-B Initials – 11 have tested, 10 have passed
 2. First Responder testing will remain paper based for now

3. I-03 Transitioners have tested, no results as of yet
4. I-03 class started April 2nd with 14 students
5. Train the Trainer will be April 17th, at 1900 hours @ NERSA and will cover how to prepare a power point presentation and what training resources are available in the District for squad training. Anyone is welcome to attend.

VII. Old Business:

- A) Website is up and running. There are still lots of things we can do with this. Jim will be adding as he goes. If anyone has anything they would like to put on the website, email Jim to ytemsdistrictsix@trans-video.net. Jim requested approval for a gift certificate to be given to George Goodrich of Trans-video for all his free help getting the website set up and running. Approved a \$50.00 gift certificate.
- B) Newsletter – Jennifer Miner handed out the April 2007 edition of “The Test Tone.” It looks much better with color. Next deadline is June 15th for July print. Please email your articles sooner than later so she has time to set up the print. Anyone wanting to contribute can find her email addresses in “The Test Tone.”
- C) District Conference – The next meeting will be May 2nd, 2007, 1800 @ CVMC – room TBA.
- D) AED Reprogramming – tabled
- E) Bylaw Committee – Sheila passed out a copy of recommended changes at which time we warned for a vote on the changes for next month.
- F) Protocol Committee – Mike gathered all the protocol information he could find and put together a list of objectives. The committee met and went over the objectives, then we brought homework home with us. We are still looking to find an electronic copy of the current District 6 protocols Jerry had put out. If anyone has them, email them to Mike for distribution. The next protocol meeting will be April 25th, 1830 hours in the CVMC Board Room.
- G) Jim advised he was informed of an outstanding bill at Bevin’s & Son for t-shirts. Sue will take care of this.

VIII. New Business:

- A) Annie received one email for the following nominations:

1. Chairman – Jim Baraw
2. Vice Chairman – Mark Podgwaite
3. Treasurer – Susan Barnes
4. Secretary – Sheila Brown

Bill George motioned to cast 1 ballot each for Chairman, Vice Chairman, and Treasurer. So voted. Secretary and Training Coordinator are appointed positions. Jim Baraw appointed Sheila Brown as Secretary and Mark Podgwaite as Training Coordinator.

- B) District Dues discussion was brought up. The Budget committee is recommending charging District ambulance services \$100.00 and FAST Squads \$50.00. If the Board agrees to the dues, Sue said it would be easier to budget that money for basic Board expenses. She also recommended keeping budgets separate. Discussion will be taken back to individual squads and brought back to the table at the next meeting.
- C) Roaming MCI training was brought up by Jim. He suggested having a training team that roams around the District training squads in the basics of ICS procedures. This could be incorporated with the DMP Dave has written. Bill George also said there is educational money available at the HHS for purposes of this type.
- D) District Board Retreat – Most people felt they wanted to finish the items we are currently working on before doing another retreat. Recommended to do retreats every other year.

- E) Professionalism needs was an item that Phil wanted to talk on. Mike stated Phil would elaborate on this more at the next meeting.
- IX. Board Retreat Updates –
 - A) Vision – Jim - The current mission statement is on the website for viewing. Please take a look at it and make recommendations as to changes, etc. Gesualdo has already made some comments. We would like to get the statement finalized soon. Still working on the EMS & ER communication aspect.
 - B) Operations – Jay – QA/QI was spoken about earlier by Mike. Jay has looked into the CEVO driving course. Other discussion ensued about different driving courses, but Jay’s committee feels there is a need for a course in the District. The other aspect their committee is working on is keeping radio reports to the ER at 45 seconds.
 - C) Disaster – Dave – DMP was emailed to everyone along with a summary. Dave advises there are 15 additional pieces that accompany the DMP that was sent, including maps. Need to find exercise training funds to practice the DMP at full scale.
 - D) Budget – Sue- Brought up earlier in the meeting, nothing new to report.
 - E) Training – Mark – Done during Training Committee report.
- X. Announcements and Good of the Order
 - A) MRVAS is setting up an MCI drill for September 15th. It will consist of 40-50 people involved in a kitchen blast at Sugarbush. Contact Rob Aldred or Brian Lavery if you would like to be involved in this training.
 - B) Jim forewarned us that he may not be able to attend the May meeting due to his wife may be giving birth at that time.
 - C) Montpelier Fire would like to thank Mark in setting up the EMT testing the other night. Everything went superbly!
- XI. Meeting adjourned at 2121.

Next meetings: May 8th, 2007
June 12th, 2007
July 10th, 2007

Respectfully submitted;

Sheila Brown, Secretary
VT EMS District 6 Board