

**Galena Area Emergency Medical Service District
217 Summit Street
Galena IL 61036**



MINUTES

Thursday, March 28, 2019

Call to Order: The meeting was called to order at 7:01 pm by Interim President Linda Winter

Roll Call: The following members were present: Linda Winter, Nancy Schamper, Jack Gehrts, Susan Strand, Pam McIntyre, Ruth Foley, Jan Splinter, Janet Bussan, Randy Beadle, and Dave Dietrich. A quorum was established.

Pledge of Allegiance

Note: The Secretary noted that following corrections needed to be made regarding the March 5 meeting. Specifically,

- A. The date on the report should reflect March 5 instead of February 28.
- B. President Dave Diedrich had resigned at the end of the March 5, 2019 meeting.

I. Approval of Minutes from the March 5, 2019 meeting. The previously scheduled February 28th meeting was cancelled due to late posting of the meeting. A motion made by R. Beadle and seconded by R. Foley to approve the Minutes of the March 5, 2019 with the noted corrections. Motion carried unanimously.

II. Secretary Report: Nothing further to report.

III. Treasurers Report: Payroll \$20,753.20; Tax \$3,372.17; Fed \$459.00; Illinois Tax \$110.96. Bills presented for payment \$13,789.50; VISA \$226.89; Auto Pay \$1302.44. R. Foley made a motion to pay the bills as presented; 2nd by R. Beadle. Motion carried unanimously.

IV. Member Comments:

- A. Randy Beadle questioned Ray Darsidan's resignation from the GAEMSD Coordinator position effective March 18, 2019.
- B. Dave Diedrich accepted Ray Dardisan's resignation with regret on March 18, 2019.

V. EMT Association Report

A. Vehicle Report:

1. W. Moyer reported that there was damage done to vehicle 1A20 in December. M. Finley (not in attendance) is checking to see if there is any warrantee with Foster Coach with no response yet. This issue was tabled until the April Meeting.
 2. W. Moyer recommended Power Lifts for all 3 ambulances.
 3. Wayne reported that ambulances 1A18 was taken to Windy Hill, Hazel Green for paramedic compartment upgrade with 1A20 to follow. Wayne questioned why this service was not offered to Illinois businesses.
- B.** L. Virtue, EMT Representative, reported that the EMT Association has had no meeting since the March 5, 2019 Board Meeting.
- C.** A. Aziz volunteered to research grants opportunities for the lift as well as new pagers.
- D.** It was reported that overall communication has been a problem for several months. Members need to have more access to Aladtech components to share information with other members.
- E.** While the recent staffing direction was running calls 2-man crew, B. Bingham addressed several reasons for making every effort to sustain 3-person crews.
- F.** Several members stated that they would like to see better communication between police and fire departments within our EMS District.

VI. EMS Coordinator Report: There is no Interim Coordinator in place and the Administrative Assistant was not in attendance. No report was presented.

- A.** B. Bingham informed the Board that he and Ruth are preparing information for Special and Standby duty. This will be presented to the Board for discussion and approval at the April Meeting.

VII. New Business

- A.** Consideration and possible action on recommended ambulance response rate adjustment was tabled by the Chair.
- B.** Discussion regarding Lawn Care, Proprietor Nick Wand. Mr. Wand had submitted a bid of \$25.00 per cutting. No further discussion. Motion made by R. Beadle and seconded by R. Foley to continue service with Nick Wand Lawn Service. Motion carried unanimously.

- C. Discussion regarding a review of a previous Board decision to increase call-hour compensation from \$3.50/hour to \$10.00/hour, and to continue the response-time pay of \$7.35/call for all members while eliminating response-time pay of \$14.70/call for EMT-I's. Following a brief discussion, a motion was made by R. Foley and seconded by R. Beadle to eliminate the changes made at the March 5, 2019 meeting and to revert back to the previous rate of \$3.50/hours for call time; \$7.35 response time pay for Drivers, EMR's and EMT's; and \$14.70 For EMT-I's. This motion also requires that a joint committee be established to address future pay issues. This motion carried unanimously.
- D. Discussion and possible action to provide an annual meeting on May 30, 2019. This will negate the previously scheduled May 23, 2019. A motion was made by R. Beadle and seconded by R. Foley to change the date to May 30, 2019. Motion carried unanimously. Arrangements will be made to provide a public notice addressing the May 30, 2019 meeting and to adjust the annual schedule to include May 30, 2019 in place of May 23, 2019.
- E. Appointment of a Nominating Committee: R. Foley, S. Strand, R. Beadle, and J. Splinter will serve on the nominating committee. R. Foley will serve as chairperson.
- F. Discussion and possible action regarding the Interim Coordinator position. After discussion, a recommendation was put forth that Bill Bingham serve in this capacity. Bill stated that he is willing to assist in this role on an interim basis. He and Interim President Winter will work out the arrangements within two days. A motion was made by R. Foley and seconded by R. Beadle to hire Bill Bingham as interim Coordinator. Motion carried unanimously.
- G. Discussion and EMT possible action to allow Matt Teply, EMT Association Treasurer, to secure and maintain the EMT credit card for purchases related to his responsibilities. A motion was made by R. Beadle and seconded by R. Foley to allow Matt the use of the credit card as noted. Motion carries unanimously.
- H. A discussion and possible action regarding discipline committee appointments was tabled by the Chair.

VIII. Unfinished Business:

- A. Discussion on the cardiac monitor replacement. Of those working on this project, Ray Darsidan has left the organization and Administrative Assistant Michelle Finley was not in attendance and therefor no report was available. No action taken.
- B. Discussion and possible action regarding Policy Development Committee. The President appointed Pam McIntyre, Ruth Foley, and Randy Beadle (Chairperson) as Board members to this committee as well as Bill Bingham, Interim Coordinator, and one EMT members to be selected. The role of this committee is to develop, revise, eliminate, maintain, and review all policies

concerning all Board members and all EMS members. A motion was made by R. Foley and seconded by J. Gertz. Motion carried unanimously.

- C. Discussion and possible action regarding the entry level EMS members to eliminate unnecessary time at the terminal end of the recruiting process. A motion was made by R. Beadle and seconded by R. Foley, that when the Coordinator is satisfied that all documentation is in place to bring new members on-board, he/she can sign them up with a brief report at each applicable Board meeting. Motion carried unanimously. The process used will be explained to the Board at the April meeting and will significantly reduce unnecessary delays as members join the organization.

IX. Committee Reports:

- A. Building Report: The rain gutters at the back of the building have built-in heater to eliminate winter ice and flooding into the building. The on-off switch is in the utility room. Turn on when needed and turn off when no longer needed to avoid unnecessary electric costs.
- B. Finance Report: Work will begin soon on the annual budget. Our budget cycle runs from May 1 – April 30. The Budget Committee is J. Bussan, R. Foley, P. McIntyre and L. Winter.
- C. Social Report: J. Gehrts will arrange for the annual appreciation party, scheduled for this fall.

X. Board Member Concerns

- A. The minutes should go out to all members per open meetings act.
- B. Regarding the departure of the previous Coordinator, he is entitled to his salary up to his resignation date. Deb will be notified to ensure this happens.
- C. Michelle Finley sent President Winter an email regarding her intention to resign as Administrative Assistant effective May 1. This was read into the record.
- D. Discussion regarding disciplinary action for two members and the certified letters that were sent to each. This issue was tabled and referred to the President and Interim Coordinator to address and seek final resolution within the next week and to report back to the Board at the April meeting.

Next meeting is scheduled for Thursday, April 25, 2019 at 7:00 pm

Motion to adjourn was made by J. Gehrts and seconded by S. Strand. Motion carried unanimously. Time of adjournment was 9:15pm