

GALENA AREA EMT MEETING MINUTES  
January 3rd, 2019



Meeting called to order by President Ruth Foley

Members present: George Calhoun, Kenneth Calvert, Ray Darsidan, Ron Data, Brian Deidrick, Joshua Deidrick, Michelle Finley, Cindy Foley, Ruth Foley, Christian Gronewold, Dennis Harris, Glenn Harris, Megan Harris, Colleen Keleher, Terry Kieffer, Mike Moser, Ted Nack, Wayne Moyer, Douglas Rahden, Andrew Teply, Dave Teply, Lynn Teply, Matt Teply, Les Virtue, Sandra Weber, and Jeremy Werner.

**Secretary's Report**

- The minutes were distributed and there were no needed changes to the minutes.
- A motion was made by Wayne to accept the minutes and seconded by Christian.

**Treasurer's Report**

- The most recent bank statement was handed out. The December statement is not available yet.
- \$615.00 was reimbursed to the district for the buying of water, pop, chips, and candy etc.
- A motion was made to accept the treasurers report by Wayne and seconded by Christian.

**President's Report**

- Megan has decided to step down as secretary. There has been another member who showed interest, but if anyone else would like to have this position let Ruth know. You have had to a been a active member for 6 months to fulfill this position.
- Starting in February we will not have meals anymore.
- Make sure everyone is signing up for their 12 hours.

**Board Representatives Report**

- The levy was discussed at the meeting and how this will affect the ambulance and the budget difference.
- They are still looking for an assistant coordinator as well.

**Vehicle Report**

- 1-ADAM-18 has more damage done to it. Drivers please be careful and report if you hit something or back into something, so the damage can get fixed as soon as possible.
- Drivers do not leave used gloves in the cab of the ambulance. Gloves should not be worn because of possible contamination. Remove the gloves and place them in the back in the garbage before moving the ambulance.
- Ambulances need to start being kept neater. Mopping, throwing away garbage, spraying out the outside and so on.
- There is a check list being made. It is still a work in progress but it is being put together.

**Coordinator Report**

- When writing the reports make sure we are being very descriptive when filling out the reports and writing the narrative. When we are going to a different hospital besides Midwest we need to write why we chose that hospital over Midwest.

**Old Business**

- Starting this month Vice president is Ken Calvert. Treasurer is Matt Teply. Cindy will be taking over as Public Relations.
- Ruth has sent out the duties and responsibilities of each positions.
- Ruth is still waiting for someone to come forward and volunteer to video tape the training sessions.
- We want to wish Colleen good luck on her future endeavors, and thank her for her time and dedication to Galena EMS all these years.

**New Business**

- Let's make sure when we are calling in to put the ambulance in service and on seen we are using the same ambulance number, some mistakes have been noticed with Rig numbers switching.
- Also when we go to the scene let's try not to keeping asking the same questions to the patient over and over again especially if you have other EMS personnel on the scene. Understandably some question will need to be asked again but we want to take in mind the patients status and not repeat unnecessary information.
- The pressure washer has been moved by 1-ADAM-20.
- Les brought up looking at the clocks in the ambulance because none of them work.
- Do not put people's names on the report unless they are actually on the scene and helping with patient care.

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- If you see people are signed up for call do not take the ambulance without them on it. Just because you have a crew up here does not mean you can take the ambulance. If people are signed up for call let them take the call.

Submitted respectfully by: Megan Harris