

**VTEMS District 6 Board
Meeting Minutes
March 12, 2019
Board Room, CVMC**

[http://www.vtemsdistrict6.org/
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- I. Call to order: Meeting called to order at 1902 by Mark Podgwaite. Members present: Nick Copping, Chris LaMonda, Daniel Peterson, Jared Blum, Ty Rolland, Howie McCausland, Marge Bower, Robert Bower, Keith Taylor, LT Rutter, Mark Podgwaite, Gordon Murray, Mike Abbott, Scott Bagg, Jes Cullen, Laurie Beth Putnam, Sheila Brown (Established a quorum is present with 11)
- II. September, October, and December, 2018 minutes were approved. Gordon/LT
- III. Treasurer's Report: Reports handed out. Laurie Beth went over reports. Two months ending February 28th. Extra page added for accounts receivable showing all but 2 services have paid annual dues. Scott advised there are still some students who have not paid (through Reg-Online), not through QB? Bill for AGC is \$2500/yr. through 12/19. Agreed to pay this year which is the last year on the contract. Treasurer's report and past reports of September, October, and December (2018) approved?
- IV. New Board Members: Introduced new D6 Board Reps:
 - Daniel Peterson – Cabot HOS; Andy Luce, Alt. Rep.
 - Mike Abbott – Worcester Fire/FAST; No alt. rep. yet
- V. Medical Advisor report: Jared Blum, MD
 - New STEMI protocols: Telemetry from the field was being discussed (upon my late arrival). If possible, call from the field to advise ED that you sent an EKG strip from the field so they know it's there.
 - Jared reported that more district providers have completed HPCPR. Still some to be done, but we're getting there. Scott will email out list of providers that still need to complete the training. Can also view on eLearn those who have completed.
- VI. Training Coordinator: Scott Bagg
 - March 16, 2019 at 0830, Northfield High School Practical Exams. There are 7 EMT and 8 AEMT from our district, unknown how many from outside district but he thinks he has enough evaluators for Saturday.
 - CVCC EMT class that Chris LaMonda is teaching going well. They test May 11th in Bristol.
 - NU EMT class has 17 students. Expected test date April 27th.
 - Course requests:
 1. EMR in Northfield starting in May/June
 2. EMR in Williamstown starting in May/June

3. Possibility of combining the 2 above EMR courses? Scott working on this. More to follow.
4. MRVAS fall EMT course, more to follow.

VII. Old Business:

1. EMS Advisory Committee: Meeting coming up next week.
2. MCI Drill Update: Howie reported the tabletop was successful. It was discovered that the MR Ski Patrol does not have NIMS/ICS training and this type of incident would not work well. New scenario was developed with CO2 exposure/poisoning at Waitsfield Telecom location. Date: April 6th, 2019. 25 patients (5 red, 8 yellow, 12 green); Players are MRVAS, Waterbury Ambulance, Northfield Ambulance, all the local Fire Depts, still waiting on CVMC participation.
3. MCI Run card: Tabled till next meeting
4. Website: Committed to a 3-year contract
5. Transfer subcommittee – currently working OK, we will revisit in June. Working on a unified PCS for hospital ease.
6. Code sheet: Marge sent out what they use in Middlesex as an example. Easier for documentation. She can send PDF file to anyone who'd like it.
7. Protocol committee: Meeting monthly. Asked for recommendations for changes. Good, lively discussions are going on all through the protocols to be looked at. Currently there are 7 that are not changing.
8. Special Funds: Money has been released but a more formalized process is being developed to determine how money is obtained.

VIII. New Business:

1. Virtual meeting: Trial period to use ZOOM (which we have already purchased) for meetings online. Demo this for the Annual meeting in April was suggested and agreed upon. This may improve participation in meetings and we would be able to have quorum for voting purposes. Chat/video/audio options available.
2. Letterhead logo has been updated. Scott said he can send out the new one.
3. Annual meeting: Need election nomination committee volunteers. Steven Tiersch. Anyone else? Please email Mark if you'd like to volunteer to do this. Annual meeting is April 9th, 2019, 1900 in CVMC Board Room (? Location TBD)
4. VSHU Grant: Due to deadline date prior to this meeting it was agreed upon by the executive committee to apply for this grant. It is \$27,000 for large scale MCI exercise in the coming year (2020/21?). Mark will keep us updated.
5. Purchasing Policy: A purchasing policy needed to be adopted. One was drafted and reviewed by the executive committee and approved. One question we need to resolve is, do we amend the purchasing policy to read \$250 (currently reads \$500 maximum) or amend our Bylaws to read discretionary \$500 maximum. It was decided we should amend our Bylaws due to rising costs and will be warned at the Annual meeting in April and final vote in June.
6. Virginia Caffin Award Committee: Volunteers are LT, Scott, and Jared. New perpetual board is needed; current one is full. Send nominations with a 150-word paragraph about why your nominee is deserving of the Virginia Caffin Award. Virginia always strived for excellence in training others the knowledge and skills required to care for sick and injured patients, dedication to the profession, compassion and empathy. Nominations due April 1st, so HURRY! Presentation will take place at the June meeting.

7. CMS News: CMS ET3 is coming. Ability to treat and transport to facilities such as Express Care, etc., treat and release and still get paid. Mark will send out information on this. How will it affect us? More to come. He will see if he can get someone to come and talk about it at our June meeting.

IX. Announcements and Good of the Order:

1. March 13, 2019: 0800-0900, CVMC Conf. Rm. 1&2: Case reviews with the ED doctors. There will be food!
2. Resuscitation Academy Conference at Lincoln, NH, May 30 & 31, 2019. \$25/person and includes food. Notice will be forwarded on via email.
3. EMS Under the Dome: Friday, March 15th, 2019, 1030 in the Cedar Room at the State House in Montpelier.
4. Jes reminded us to have providers double check SIREN reports for accurateness of patient names and DOBs. They are finding several errors!

X. Meeting adjourned at 2020.

Respectfully submitted;

Sheila L. Brown, Secretary

Next meeting: **ANNUAL MEETING: April 9th, 2019 @ 1900; CVMC Board Room**