VERMONT EMS DISTRICT 6
BOARD MEETING AGENDA
December 13, 2022

Call to Order / VM Roll Call – Lawton Rutter 1805 LT, Scott, Matt, Kaiden, Maggie, Jimmy, Ellen, Joe, Laurie Beth, Peter, Chance, Howie, Gordon, Chris, Veronica, Kristen, Patty.

SPECIAL ELECTION TO ELECT A NEW CHAIR TO REPLACE MARK PODGWAITE WHO PASSED UNEXPECTEDLY ON 10/14/2022.

I. **Elections to fill the board vacancy** Our bylaws are very rough and did not clearly define a process for replacing a board member due to their passing while in office. We must fill the chair position if LT remains in the role of VC, if LT is voted in as Chair, we will then have to elect a VC to take his place in that role. Effect Monday morning, I resigned from the director's role at Northfield Ambulance Service. This is effective 1/13/23. I will however remain as the director and district board representative pending the hiring of his replacement. His board alternate will assume the role as the interim chief during the hiring process.

Chair nomination For LT by Howie, Seconded by Scott. LT accepted the nomination. Matt made a motion to have nominations cease, second by Howie. The secretary casts 1 ballot for Lawton Rutter to be elected as chair for the VT EMS District 6 board, Motion Carried.

Nominations to fill Vice Chair

Joe Aldsworth by Jimmy Quinn, Joe will accept the nomination if no one else will do it for the interim. Joe declined the position and supports Howie's nomination.

Maggie Burke by Patty O'Neill. Maggie declines until an executive director is hired.

Howie McCausland by Scott Bagg. Howie would like to respectfully decline unless it is going to annoy Joe. Howie reconsidered and accepted the nomination. Scott moved to have nominations cease and have the secretary cast 1 ballot for Howie MacCausland as Vice Chair of the VT EMS District 6 board, Matt seconded. motion carried.

II. Approval of October Minutes Howie, Matt. Motion Carried.

III. Treasurer's Report – Laurie Beth Putnam The treasurer's report was gone over. Laurie Beth noted that not items are able to be paid by check as indicated in the bylaws. Scott uses a debit card for items from Bound tree etc. Howie, Kaiden. 27,000 in vouchers coming for the AEMT Class. 18,000 in vouchers coming from Educational Funding as well. $45,000 that will be arriving any day. Students will be reimbursed for those that paid for courses in advance. Motion Carried. Motion by Joe and second by Patti that the board authorize Laurie Beth to purchase an external hard drive just for District business not to exceed $150. Motion Carried.

IV. Agenda Items from the Board:

V. Reports:

A) Medical Advisor – Ellen Stein Thank you to Scott for assisting with Protocols updates. Thank you for work Pyxis. The skills sign off forms seem to be going ok, if there are problems please reach out to Ellen. There is a lot of respiratory illnesses going on right now. Eye protection and N-95s should be used on all calls for their own protection.

B) Training Coordinator- Scott Bagg

1) Course update: Carl indicates Career Center Course is going well. Mad River's course is also going well. Bob and Scott need to discuss funds. Scotts AEMT class are 18 students. They are practicing skills under an approved preceptor in the Field. Psychomotor skills test request date of Sunday 1/15/23 at NERSA, in the afternoon. All day events will be held for practice in the AM, and testing begins at 1 pm. Upcoming NU EMT class starting 1/9/23 and runs through April. Scott is the main IC with Thomas Scott from NFLD as an IC in training assisting. Paperwork submitted in Lights. 7 students already signed up. Open to all EMT Candidates. Howie motioned; Peter seconded. Motion Carried. VEFR Course in Northfield, 8th of January. LT and Matt will be teaching this course. Protocol roll-out is underway. Primarily Paramedics that have to do in person training there are 5-6 modules. There are only 7 paramedics left minus BTEMS. David Danforth is doing

BTEMS. AEMT must do IO training in person. You must have 100% of your staff trained before you can move to the new protocols. Protocol sheet copies need to be sent to Scott via PDF, then Dr. Stein will approve the service to move to the new protocols. Stroke training should also be completed by 1/15/23. EMT/AEMT/Paramedics must complete this.

C) CVMC Update- Pyxis process seems to be going smoothly so far. If you have any questions, please let Kristen know. The forms have been forwarded to the registrars, and a copy is in the secretary's file. It has also been sent to head of services, and Scott will be happy to send again. D10 is an issue. Some items are no longer stocked because they are not used in the ED. The advantage bags of Diltiazem have a longer shelf-life than other options. Scott has a few bags on his desk. Advantage bags do have more price fluctuation that the refrigerator DILT. Matt indicated his badge isn't always working. Go to HR with your existing badge if you need a replacement.

VI. Old Business:

Radio system update: Still on track for the allotted money. There is also discussion to include the CVMC radio upgrade.
MCI Update: We did not apply for the grant, three was no officer to sign the paperwork and we also struggled to obtain Quotes. Also, Howie and Matt are having a follow up meeting on the MCO as well.

VII. New Business

As of Friday, @ 0700 Louis Messier is retiring as a FT EMS provider for BTEMS. He was HOS at Northfield between David Jennings and James Baraw.
Chris will be leaving BTEMS as the director, at EMS District 6.
Maggie is asking if there is any opportunity to collaborate on the Data collection project. WASI, is tier 1.
Welcome Maggie, to your first D6 meeting.
Please send Jenn an update on D6 alternates and representatives.
Larry Brown resigned as Fire Chief of EMFD. The future of the department is unclear. Effective Monday. Albert is the Interim chief. Their board is meeting tonight, to determine their next steps.

VIII. Announcements for the Good of the Order:

IX. Adjournment: 19:17

Next Meeting: February 14, 2023, TBD

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