

Brooklyn EMS
Business Meeting Minutes
December 1, 2015

Present: Adrienne, Bert, Bill, Bob, Brock, Bruce, Cheryl, Clayton, Dan, Dave Dorn, Evelyn, Jacob Bachim, John H, Justin, Karl, Kate, Kyle M, Linda, Paige, Rachell, Rhonda, Sarah

Absent : Alex, Bailey, Brian, Caitlyn, Casey, Cathy, Chad, Chuck, Dave P, Delon, Holly, Jacob McGrath, Jennica, Jessica Hegge, John Beranek, Karen Bartelt, Kevin, Kyle L, Leif, Marion, Mark, Matt, Nina, Ryan, Sam, Sandy, Sienna, Steve, Tim, Zach Ga

Call meeting to order: 18:32 on December 1st 2015 by Dan

Reports:

Approval of Minutes:

- Motion made by Bob to approve the November Business Meeting minutes, 2nd by Kyle M. Motion carried.

Secretary/Treasurer:

- Tabled December treasurer's report until next month's business meeting

Director's Report:

- Proper use of Iamresponding Messaging (If your shift is open/Officers)
 - Should only send messages out on Iamresponding to fill a shift you cannot fill yourself anymore
 - Dave Dorn and the crew chiefs should be the only ones sending messages out if there are open shifts on weekends and shifts during the week
 - Should not be messaging everyone to complain about things that have happened
- Registration for new License up on eLicensing
 - Register and put a copy of it in Sarah's mailbox
- 1st Responders running on ambulance – SB143
 - Need the logistics squared away with the County
 - Dan would like to meet with the 1st Responders that would be running on the ambulance
 - Carrie at the county needs to look into a few things with the state – asked us to hold up with this until she checks into these few things
 - Visit what types of calls would require us to have two people in the back of the ambulance – could be an EMT and 1st responder
- Crew Cooking Assignments for 2016
 - Thank you for the food tonight Evelyn and Linda!
 - Crew 3 starting next month
- Parking Lot Lights
 - Dave, Sarah, Brian, and Bob – Thank you!
 - If you notice parking lights on during the day, contact Dave Dorn
- Elections
 - See New Business for elections
- Other

Fire Liaison:

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- Do not have anything to report, things have been going well
- If you have any issues, report
- Santa – December 12th – 09:00
 - Fire and EMS hands out fruit, checks smoke alarms, and hand out files of life
- In January – Forum with Chamber of Commerce
 - EMS and Fire personnel have to be present when this happens at the station
 - Government organizations can use the building
 - Final decision up to the board

Medical Director:

- Not present

Assistant Director:

- Weekend winner for November will be next month along with December
- New crew assignments – effective as of December 1st
 - A few people were moved around and new people were added
 - New people were assigned to crews
 - New crew assignments will be posted outside of radio room
- Other

Training Officer's Report:

- December 15th – New delivery method of EPI
 - Very important training to attend!
 - Drivers do not need to attend
- December 17th – Alliant Energy down power lines training
 - Fire Training but EMTs and drivers are encouraged to come!
- Make up mandatory trainings
 - Look out for emails from Sarah to make sure that everyone is up to date on mandatory trainings that you may have missed
 - This includes the driving portion of EVOC
- Other

Maintenance Officer Report:

- New CO monitor has been placed on the rig
 - Will be on standby mode as the other one was
 - Still need to do weekend test with CO monitor
- Other
 - If you do not have a coat or high-viz shirt and would like them – check with Justin

Committee Reports:

- Ambulance
- Bylaws
- Building
 - Thank you for fixing the ice maker in the Build out room
 - Thank you Bert for fixing the paper shredder today
 - Note pads in radio room for any issues
- CAD
- Clothing

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- Nothing
- Field Bridge (Dane Co. Rescue Bridge)
 - Make sure to watch out for emails from Evelyn
 - Check to spam
 - Evelyn sends QA messages about reports if things need changing
- Fund Raiser = all members
- Infection Control
 - Training this month
- Membership
- Public Relations
 - See Fire Liaison for PR
- Quality Control

Old Business:

- Website
 - Cheri and Paige will be meeting with Brit
- By-laws – Charter/Honorary members
 - Changes have been made, bylaws will be emailed out to membership and voted on next meeting
- Rescue Kids
 - Dale Shultz is teaching this class – retired from teaching, used to teach the BAT (Basic Aid Training) with his classes when he was teaching
 - Dale wrote a book for this class and it is currently in publishing
 - \$15 per student in order to take class
 - Meet from 08:00-12:30 every other Saturday starting January 9th
 - What will we do about children that cannot pay the \$15 for the class
 - Could be charged to youth program account
 - Won't need help in the classroom until 11:30
 - Would like someone to come and talk to the class about what happens when Emergency Services arrive at the door and give a tour of the ambulance
 - Would like to give each child a 1st Aid kit - ~\$10
 - To start with to order 20 kits and go from there
 - Other supplies will use up the rest of the money for each child including pillow cases
 - Pillow case is for:
 - Decorate
 - For the child to put emergency supplies into this for some kind of emergency that happens
 - Will be handing out information about this class when he starts substituting at the school
 - Motion made by Bruce to spend \$500 on 1st Aid kits for Dale's class, 2nd by Sarah.
Motion carried.
- Other

New Business:

- Elections
 - Assistant Director
 - Motion made by Justin to cast a unanimous vote for Dave Dorn for Assistant Director, 2nd by Kyle. Motion carried.
 - Training Officer

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- Motion made by Evelyn to close the nomination on the floor for position of Training Officer, 2nd by Kyle.
- Two candidates Sarah Grapentine and Rachell Foreman
 - Vote goes to Sarah Grapentine
- Secretary/Treasurer
 - Motion made by Justin to cast a unanimous vote for Karl Flanagan for Secretary/Treasurer, 2nd by Linda. Motion carried.
- Other
 - Need to add urea to ambulance – Jake said the light came on the other day
 - Justin will purchase some for the ambulance

Thank you Crew 2 (Evelyn and Linda) for making dinner tonight!!

Motion made by Justin adjourn meeting at 19:44, 2nd by Sarah. Motion carried.