

Cook Area Ambulance Association

Advisory Board Meeting

March 2, 2015

Members Present: Chair Karen Hollanitsch-Cook, Kevin Cheney-Angora, Pat Chapman-Field, Robbin Wood-Linden Grove and Wally Refsdal-Owens.

Others Present: Administrator-Clerk/Treasurer Theresa Martinson, Medical Director Dr. Bruce Garbisch, Ambulance Director Jim Gray, Co-Assistant Ambulance Directors Brian Gramling and Loretta Rankila, EMTs/First Responders-Brooke Fischer, Will Fischer, Roger Esterby and Dan Reing.

Call to Order: Hollanitsch called the meeting to order at 7:02 PM.

Approval of March 3, 2014 Minutes: Motion by Refsdal, second by Cheney to approve the March 3, 2014 Ambulance Advisory Board Minutes. **MOTION CARRIED**

Old Business:

Levy: Received through the Cook-Orr Healthcare District and originally was only used for ambulance purchases. Legislation now allows for the fund to be used for “capital” expenditures.

Beatty Township: Beatty Township will be in attendance and have a representative at the Annual Fire Advisory Board Meetings but not the Ambulance Annual Meeting. They will continue donating approximately \$10,000. This money is close to the dollar amount Beatty would be billed as part of the association. The monies are donated to be used for capital purchases.

New Business:

Director Introduction: New Ambulance Director Jim Gray was introduced to the Board Members and those present. His directorship was effective December 15, 2014.

Director Report: Personnel is needed. Day coverage is partially manned by Director Gray during the week. Service is in the process of getting 4 new EMTs. Lifepak's have been added and LUCUS's for automated cardiac compressions. A review of other BLS Services and their run and mileage rates was shared at the meeting with no recommendation for increase to those amounts. Hospice rates will continue to be the normal run rates. Presence by the service at Timber Days is planned for recruitment and public relations efforts. Gray has also been visiting local businesses and attending different organization meetings in the community. The Healthcare District and some townships are financially supporting recruitment (training of a First Responder or EMT). For an EMR class, approximate cost is \$500 and for an EMT class, cost is approximately \$1500. Mayor Johnston has challenged the townships to sponsor a recruitment.

Capital Items: **4 LAPTOPS.** Director Gray requesting the purchase of 4 laptops. A CAD-Computer Aided System is needed for the both ambulance rigs for communication to 911. An additional two laptops are requested for patient care reporting to EMSRB and would also be needed for both ambulances. Four laptops requested. 2 for each rig.

The county will not allow for the CAD system to be installed on a laptop that is used by a different software so 2 laptops are needed for just this work. Director Gray recommending purchasing them from OC Rugged. Quote was for \$4336 with the deduction of the Internal Gobi Cards at \$596. This includes an antenna for the rigs to enhance cell coverage.

An organizational/medical supply storage structure in the amount of \$3000 was approved as part of the capital budget.

The quote from Image Trend for the EMS/Fire Mobile _____

LifePak 15 Maintenance Program – Physio Control

The request for a splinting system for long bone injuries was referred to a future meeting. Director is to meet with the crew and Dr. Garbisch to discuss this item.

Run Report/Monthly Activity Reports: If townships wish to receive monthly reports provided by Director Gray, please share your email address and he will forward to you. Service’s address is (ems@cookmn.us). The printed monthly reports and the yearly run activity was provided in the packets.

Review Year End 2014 Financial Statements/2015 Budget: Motion by Refsdal, second by Cheney to accept the 2014 financial statements and the 2015 budget as presented. The fracture system in the capital budget will be reviewed at a later date and was not approved for purchase at this time.
MOTION CARRIED

Other business – Note of Thanks: Refsdal asked about the new ambulances that were purchased and how they are working. Members were asked to take a tour of them. Conversion of the old ambulance is still in planning and it will be done in house.

A note of thanks from a motor vehicle accident was shared.

Refsdal welcomed Gray to the Ambulance Service.

Martinson thanked all of the townships for their continuous support.

Adjournment: Motion by Cheney, second by Refsdal to adjourn the meeting at 8 PM. **MOTION CARRIED**

Respectfully Submitted,

Theresa Martinson
Administrator-Clerk/Treasurer
Secretary/Treasurer for Association