



C. Proposed FY 2014 – 2015 Budget Approval

Hauge presented the proposed budget and reminded the board that last month he had estimated the numbers from the State as the final numbers were not available at the time the budget was ready. Those numbers have now come in at \$146,250.00 which is about \$100.00 difference from last year to the positive. The seatbelt funding from last budget cycle was estimated at \$450,000.00. They have cut that back now to \$303,750.00. Hauge stated he had separated out \$100,000.00 that could be easily removed from the budget. The executive committee met to discuss the additional \$47,000.00 that needed to be cut.

Motion: Brown

Seconded: Ward

“To approve the Budget for the FY 2014 – 2015” **MOTION CARRIED**

D. Health Insurance Stipend Policy Change Update.

Hauge updated the board that the wording of this policy was approved by the legal advisors of the HR department for Olmsted County employees. Johnson pointed out in the previous minutes that the policy would stand approved unless changes were suggested by Olmsted County. Policy stands as written; no further action needed.

E. Fiscal Agent “Memorandum of Understanding”

Hauge noted that it is required annually to approve a Memorandum of Understanding between our Joint Powers Board and Olmsted County as they act as our fiscal agent. Through this agreement Olmsted County pools our funds with theirs and we earn interest on that money and report it on a yearly basis. Don believed the interest was about \$400.00 last year. They also process our payroll and W2's for employees. Last year we received notice they would be changing the process for charging us to be their fiscal agent. Currently, they have been giving us a 50% discount for their services. They will now be charging full-price for the services for the next two year at a cost of \$3920.00 each year.

Motion: Harms

Seconded: Gabrielson

“To approve Olmsted County as the fiscal agent for the FY 2014 – 2015” **MOTION CARRIED.**

F. Proposed 2013/2014 Lease Agreement

Hauge presented the lease agreement for our current office and brought the new board members up to date on our relationship with the Prow Company. In 2008 during the recession the previous administration requested a rent decrease and the Prow Company reduced the rent by \$300.00. Since then our rent has remained at \$1200.00. Hauge felt that since we are doing well, that we should in-turn do the neighborly thing and begin to increase our rent. He has suggested \$1300.00 and Prow Company has accepted those terms for the 2 year lease agreement.

Motion: Bauer

Seconded: Samuelson

“To approve the 2 year lease agreement with the Prow Company” **MOTION CARRIED**

G. Executive Director / Education Coordinator Probationary status.

Hauge brought to the boards attention the need to remove the probationary status for himself and then for Cathy Anderson when she reached 1 year. Johnson will do a performance review for Don and has recommended that Don do an evaluation on Cathy and on Cindy as well. No action needed.

**IV. Regional Program Update.**

A. 2014 Conference Report.

Hauge said there isn't much new to report at this time, but things are moving along well. He said that Ken Bouvier will be here as our national speaker. He also pointed out that this will be the 30<sup>th</sup> anniversary of our conference and that we are going to team up with Mayo as it is also the 30<sup>th</sup> anniversary of the Mayo One program. Another big event is that Dr. Dan Hankins is retiring and Mayo is also working on a special recognition for him.

B. Fall 2013 One-Day Workshop.

This is new this year and will be held on Saturday, September 28, 2013. In the past we have held a pre-conference on the Thursday before our regular conference and registrations were doing "ok" but it can be difficult on a weekday. Knowing our providers still need CEU's we thought we might try something on a Saturday. We have chosen a pediatric theme and the speakers are coming together nicely.

C. Regional Disaster Trailers.

We have a few disaster trailers in our region. These were purchased with HSPD dollars in 2005. Our office manages the use of these trailers and they are available for drills as well as actual emergencies. Hauge explained what they are equipped to handle, how they can be used and how to request one if needed.

D. Regional Communications Exercise Report.

Hauge told the board that on May 15, we held a multi-agency EMS communication exercise. This drill involved agencies using the 800 megahertz radios and cell phones to communicate with their area hospitals and with a service they have a mutual aid agreement with, as well as participate in the MNTrac communication system. Holly explained to the board that MNTrac is a coordinating chat room where members can log in to a secure area and communicate amongst each other and individually.

E. Training Institution Update.

Anderson reported that right now she is working on updating our instructor files, making sure we have current information, current certifications, and what classes they are interested in and qualified to teach. She is also working on updating our provider files. She said she has also been busy setting up the monthly CPR classes which will begin in August. There will be both Healthcare Provider and Heartsaver CPR classes. She plans to not only mail out flyers on these classes, but plans to do

some face to face contact with area businesses and colleges which might be interested in these classes.

F. Consortium Update.

Anderson shared that she has started a consortium advisory group of service directors, instructors and medical directors. She will be meeting with each group individually and then future meetings as a group. She has met with the directors already and she and Don were very pleased with the outcome.

Cathy also spoke briefly about the CISM program. She is currently working on adding more facilitators and will be looking to add another On-call Coordinator.

Don Hauge also wanted to add that our office will be working on the new American Heart Association program in MN called Minnesota Mission Lifeline. This program will have grant monies available for rural BLS services to purchase and get training on 12 lead EKG which will give early detection of a "STEMI" (S.T. Elevation Myocardial Infarction) event.

V. **"What is a First Responder?"**

Don shared a Power Point presentation explaining who a First Responder is, the work they do, and what they mean to their communities.

VI. **Other Business / Open Discussion**

None

VII. **Next meeting will be September 12, 2013**

VIII. **Meeting Adjourned**

Motion: Brown

Seconded: Harms

"Motion to adjourn" **MOTION CARRIED**

Approved by:

Attested by:

Douglas Johnson, Chair  
EMS Joint Powers Board

Don Hauge  
Executive Director