



- B. Approve the October, November and December warrants.

Motion: Samuelson

Seconded: Walter

“To approve the October, November and December warrants.” **MOTION CARRIED**

- C. MCIT Dividend

This is just informational regarding the dividend payment received November 15, 2013 in the amount of \$2,141.00. Hauge noted that \$84.00 of it was attributed to our work comp coverage and \$2,057.00 to the property and casualty coverage. Hauge stated that our 2014 premium was \$4,013.00.

- D. Interest on 2014 Reserve Funds

Hauge advised the board he has received a document from Olmsted County and we will be receiving a 0.10% percent interest on our reserve funds.

- E. 2013 Audit Approval.

Hauge emailed the 2013 Audit report to each of the board members. He reminded the board that we received an Unmodified Opinion which is the highest opinion you can get. A few of the things that were highlighted were the preparation of financial statements, and this audit we have been able to do our own statements through Quick Books. One of their other findings was reviewing the bank reconciliation. Don is now reviewing and signing off on the bank reconciliations. The auditor also noted our use of public funds for employee recognition. The auditor advised we need to have a policy in place for future recognitions. Commissioner Ward asked if our funds dropped to a certain number if we would be required to go through an audit. Discussion on the possibility of cost savings if we went to a two-year audit cycle. Don will check into the cost and possibility of that.

Motion: Brown

Seconded: Belshan

“To approve the 2013 Audit Report” **MOTION CARRIED**

- F. 2014 Conference Temporary Help.

Hauge reminded the board we have always hired a temp this time of year to help with conference preparation. Last year, Don’s daughter Kylie was hired and she is available again this year. The auditor indicated it would require board approval. Don presented the cost of hiring someone through a temp agency vs. hiring Kylie to do the work. Don noted that a temp agency would want \$16.75 an hour and a set schedule of regular hours. Don is proposing to hire Kylie at \$10.00 an hour and on an as needed basis. Johnson also noted that Kylie would report directly to Cindy rather than Don. There was discussion on whether our Work Comp would cover Kylie. Don will check into this as well.

Motion: Harms

Seconded: Gabrielson

“To approve the hiring of Don’s daughter, Kylie who will report to Cindy.”

**MOTION CARRIED**

G. FY 2014 Equipment Grant Approval.

Don presented a proposal for an Equipment Grant for the providers in the region. This has been popular in the past. A previous grant approved by this board for \$100,000.00 that went out to 52 services. The requirement was that the services pay 20% of the purchased item and we would cover up to \$2000.00. Don did this run this past the Pre-hospital Advisory Committee and they felt the amount the services could pay should be 25% to allow the money to be spread out a little more. Hauge has \$90,000.00 of our seat belt dollars budgeted for this, but doesn't want to use the whole amount this year, but rather \$45,000.00 this year and \$45,000.00 next year. If a service applies this year and is not awarded they are then eligible next year.

Motion: Samuelson

Seconded: Ward

"To approve the FY Equipment Grant" **MOTION CARRIED.**

VI. **Regional Program Update**

A. 2014 Conference Report

Many of the board members have received their brochure. The conference is moving along right on schedule. The caterer has been secured and it will be the Canadian Honker. Anderson noted the reasons for choosing Canadian Honker rather than our previous caterer and noted that cost was the biggest one. Hauge noted that we have begun to receive registrations using the merchant account. Vendor registrations are also coming in. Don noted we will be doing recognition for Dr. Hankins on Friday night after the conference. Commissioner Belshan shared a brochure from a company who has invented a tube style tool to use in silo and grain bin rescues. He felt they might make a good vendor for the conference.

B. MAA Regional Membership Report.

Hauge updated the board on the membership with MAA. He noted that a board meeting was held on Dec. 6, 2013 and they voted to approve the regional level membership of \$2800.00. He reported that the legislative consultant, Buck McAlpin is already drafting a trauma EMS bill he is trying to pre-introduce which would have a fee added to auto insurance premiums that could mean up to \$2 million dollars for the regional programs. Don noted this was just preliminary and he will update more as the information is made available.

E. Training Institute Update.

Anderson told the board she has completed the relicensing application of our education program and the Holly from the EMSRB will inspect our program next week. Anderson noted that our curriculum has been updated to the new standards. She reported that 27 classes were held in 2013.

F. Consortium Update.

Cathy updated the board on the recent changes in the consortium. One being the retirement of Dr. Hankins. This has caused the other medical directors to take on more services and the efforts to recruit more physicians is ongoing. She also noted that 3 services have dropped from the consortium. Plainview had come on board a little over a year ago due the sudden and unexpected death of their medical director. They have now found and contracted with a physician. Wykoff First Responders will now be under the medical direction of Spring Valley ambulances medical director. This will work out well for them as they work with Spring Valley often. The other is Dakota First Responders who suddenly decided to check out other options. Cathy then shared with the board the recent approval of mechanical CPR devices. Ryan Throckmorton of Preston Ambulance shared the advantage of the device and how it worked for them shortly after putting it into service.

G. Hidden Valley EMS

Don quickly shared that the Hidden Valley EMS won a refurbished ambulance through the MAA and Everest Emergency Vehicle program "Giving Back to EMS". Don will be going to Duluth to join the Hidden Valley EMS folks as they receive this great gift for their service.

**VII. SE MN EMS Regional Program presentation.**

Don shared the Power Point Presentation he has put together on the activities and programs of the SE MN EMS regional program.

**VIII. Other Business / Open Discussion**

Chairman Johnson mentioned that he has reached out to Commissioner John Allen and encouraged the other board members to do the same. Chairman Johnson feels it's best when all commissioners can meet together.

**IX. Next meeting will be February 13, 2014 at 8:30am**

**X. Meeting Adjourned**

Motion: Gabrielson

Seconded: Harms

"Motion to adjourn" **MOTION CARRIED**

Approved by:

Attested by:

Douglas Johnson, Chair  
EMS Joint Powers Board

Don Hauge  
Executive Director

