



Appleton Ambulance Service

Date: January 25, 2018

Members Present: Allan J, April B, Brenda K, Cari W, Courtney S, Dave E, Lori Z, Rick O, Shawn S, Warren R

Members Absent: Andrea B, Candice W, Cody T, Sherolyn B, Sydney M

Students Present: Anna Farnum, Courtney Miller, Kayla Peterson (Kayla took the class in Morris & has passed EMT practical & written- but need ride alongs)

Students Absent: Ellie Jacobs, Nicholas Mowes, Samantha Johnson,

Training: Sepsis presented by Al Johnson

Events: Ice Castle fishing Tournament February 10th ; Brenda & Rick will do standby on LQP lake

Secretary's Report: December minutes reviewed with changes in minutes to read Sherolyn is now doing billing along with MNStar run reports, she is not doing payroll; motion to approve by Brenda and second by Lori

Old Business:

- 501C3 the service has not been approved yet
- Al submitted a question to the state in regards to Trauma IV hospital designations-he has not heard back
- 2018 Holidays drawn and as listed: Easter am/pm (April & Sherolyn), Memorial Day am/pm (Lori & Al), July 4th am/pm (Brenda & Candice), Labor Day am/pm (Andrea & Shawn), Thanksgiving am/pm (Cari & Courtney S.), Christmas Eve pm (Dave & Syd), Christmas Day am/pm (Dave & Syd), New Years Eve pm (Warren & Rick), New Years Day am/pm (Andrea & Warren); Al will get posted onto the AAS website
- Motion at December meeting to allow for an additional assistant; Shawn made a motion to move from 4 to 5 assistants which will include an ALS (Advanced Life Support) assistant (the city has approved a 5th assistant to allow for 104 hours/year), second by Brenda, motion carried

New Business:

- The ALS application has been submitted- Al reports we are missing letters of support; Shawn will contact Roman at the city office for a letter of support; Warren will contact CEO at AAHS for a letter of support; discussed contacting Gary Hendricks Swift County Commissioner for a letter of support also
- 2018 elections done by ballot and are as listed: Administrator- April Borstad; President-Rick Olson; Vice President- Lori Ziemann; Secretary- Brenda King; Elections will have to be approved at the February City Council meeting

Administrator/Payroll Assistant:

- For part-time ALS licensing we will have to have a certain amount of scheduled ALS call hours
- Al proposed an ammendment to our by-laws. According to our by-laws it reads (**Proposed amendments to the by-laws will be submitted in writing to the secretary for dissemination to the members. The secretary shall distribute proposed amendment changes at the next regularly scheduled meeting. Thirty days after distribution the membership may vote on the proposed change**) A motion by Warren to change by-laws to read members may vote on the proposed change at next scheduled meeting in place of the 30 days after distribution; motion was second by Cari, motion carried

Run Report Assistant:

- Absent-nothing reported

Supply Assistant:

- Supplies written on board have been replaced or reordered; Dave requests a text if you have written on the board as he has not been staying at the hall as much as he use to; Reminder to replace supplies used on runs/transfers (ie: run sheets, soft stretchers, anything you have used needs to be replaced ect)

Motion to adjourn by Brenda and seconded by Cari

Scheduling completed for February 2018

Next Month First truck out: 720

Next scheduled meeting Thursday February 22nd , 7:00pm

Respectfully Submitted by April Borstad