

Strawberry Point Ambulance Board Meeting Minutes

July 13th, 2021

I. Call to order

Service Director, Theresa Callahan called to order the regular meeting of the Strawberry Point Ambulance Board at 2025 on July 13, 2021 in the conference room at the Ambulance Garage.

II. Roll call

Callahan conducted a roll call. The following persons were present: Becker, Horn, Taylor; Callahan (Service Director). Guest(s): none. Absent: Paris, Zitelman, Pope and Thompson (Medical Director)

III. Approved Minutes from April 13th 2021 and Special Board Meeting July 1st, 2021

- A). *Horn motioned. Second by Becker and carried – all ayes (meeting 4/13/2021).*
- B). *Horn motioned. Second by Becker and carried – all ayes (meeting 7/01/2021).*

IV. Financial Reports

- A). Township report – see printed attachment provided by Callahan
- B). Financial report – see printed attachment provided by Callahan
 - 1. \$31,000 under Capital Outlay – Equipment was dedicated to a new cardiac monitor and stair chair
 - 2. Any unexpended monies go to the General Fund
- D). Claims Register – see printed attachment provided by Callahan
 - 1. ALS emergent calls were all tier ups with local medic service
- E). Past due accounts/ collections – see printed attachments provided by Callahan
- F). Banking Transactions – New form provided by PCC that exhibits deposits; those associated with the ambulance are highlighted in pink

V. Service Director's Report and Recommendation

A). Verbal report given per Callahan, no written report

1. Ashley is now an EMT and completed all testing successfully
2. Both ambulances are having exhaust problems. Rodas Chevrolet is fixing.
3. Tucker will be enrolling in a paramedic course and has accepted a full-time position at a local hospital. He plans on staying with SP service.

VI. Medical Director's Report and Recommendations

none

VII. Old Business

- A). Personnel for ambulance crew/ classes – discussed under Service Director Report
- B). Removal recognition board from RMC to City Hall – not completed – City and city workers aware of request
- C). Generator for ambulance garage – tabled until October 2021 meeting
- D). Street signage- DOT needs to complete, DOT has been notified
- E). Items approved at Special Meeting July 1, 2021 – life pack (monitor) has been ordered; garage door openers are expected to be here in 2-6 weeks (were backordered). Randy Weber offered to donate labor for the electrical work related to installation. Callahan will send a 'Thank-You' to Weber following installation.

VIII. New Business

- A). Board Elections – tabled until October 2021 meeting
 1. Callahan provides clarification of Chairperson/ President duties
 - a. constructs meeting agenda; posts agenda at City Hall and Post Office, and city website
 - b. collects meeting minutes; these are placed in the City Hall's 'Big Book
 - c. runs the meetings
 - d. provides information to Press as necessary

e. term for office is 3 years

2. Memberships

a. May 2018: Horn, Taylor, Zitelman

b. February 2021: Pope

c. Becker, Paris and Thompson served on the board prior to 2018

B). Grant Application – Callahan submitted an application to Dubuque Racing Association to update the ambulance cot. Awardees will be notified in August.

IX. Other Business

none

X. Next Meeting Date

October 12th, 2021 at 2000 Ambulance Meeting Room

XI. Adjournment

Board members adjourned the meeting at 2106. *Motion by Becker and seconded by Horn. All ayes.*

XII. Minutes submitted by: Angela Taylor