

**MCVRS Membership Meeting
MINUTES
January 8, 2020**

Meeting came to order at 19:30.

In Attendance: Sue Fones, Howard Fones, Phil Shahan, Debbie Evans, Shane Farmer, Larry Bahl, Joe Schlatter, Valerie Barton, Rebekah Haynie, Charlie Howard, Angela Yerby, Jim Webber, Robert Hundley, Jeanne Widenmyer, Mary Steed Ewell

Topic	Discussion		
Financials	Jeanne advised that, in December, we received \$5,351.51 and spent \$8,106.68. We continue to receive fund drive money. Our 2019 ended down \$20,000. We were over budget by \$10,000 and we added \$10,000 worth of equipment (assets). If we get the fundraiser letter out earlier (April/May) we, historically, have a better response.		
Motion	To accept the financials		
	Moved by	Seconded	P/F
	Howard	Debbie	P

Topic	Discussion		
Budget	Jeanne recommended that the income budget be drastically reduced as payments from the County continue to fall. The loss of rental income is also affecting the income budget. Because grants usually require that we support a percentage, she never includes grants in the income budget. The result is that we can cover basics this year, but we cannot spend for frills. She did not include any estimated income for any fundraisers other than the service area mail-out.		

Topic	Discussion		
By-Laws (re: Secretary & Treasurer)	Valerie reported that several members brought to her attention that we are in violation of the existing By-Laws. They are clear that only one member of a household can hold an office at a time. She believes there are three choices for how to handle this: change our by-laws (a lengthy process), vote for a By-Laws exception for a two year period, or resignation of one of the officers and hold another election. Phil expressed regret that this wouldn't have come about if we'd identified it beforehand. He wants the membership to consider that the By-Laws are written as they are for a reason. Mary Steed wondered if it was originally for married couples. Valerie explained that the reason is usually to combat fraud. Mary Steed suggested that because only one of the officers has fiduciary responsibility, that we provide a two-year waiver. Jim reminded the members present that the By-Laws were written when we had a larger population. With fewer people, and with fewer members stepping up, he thinks that we should waive the By-Laws restriction. Larry expressed a concern that we cannot legally waive By-Laws. We can change them, and if we have an expressed plan to change them, he thinks we can proceed in the interim with the status quo. Phil would like us to ask for an opinion on the matter from the authority where our articles of incorporation and by-laws are submitted. Rebekah thinks we should do whatever is best for our organization. Jim pointed out that we are in violation of many of the by-laws and provided the example of meeting attendance and number of runs completed. Joe suggests that we waive the pertinent by-law restriction for now and proceed with by-laws modifications which should include that a maximum of two members from the same household with only one		

with fiduciary responsibility may be on the Board. Valerie asked if Robert and Jim would form a committee to carefully look through the by-laws to see what else needs to be changed to present at the February meeting.

Motion To form a committee to look into comprehensive by-laws changes and to waive the Board member/household limitation by-law until we can present changes in February and get changes made by March 2020

Moved by
Joe

Seconded
Jeanne

P/F
P

Topic Discussion

Training Joe reminded us that GEMS (Geriatric Education for EMS) training is this month on Saturday 1/25/2020, at 8:30-5:00. Sign-up is done online. It costs \$60, and we pay for it. He brought a form to help members sign-up. Valerie added that members should use Jeanne's email address for payment. Debbie asked if members can submit requests for future training topics. Valerie encourages us to do so.

Topic Discussion

Toughbooks Joe reported that we will have new toughbooks for use in the units. We will take iPads out of the ambulances. The new devices should be set-up and ready for training on our regular February training day.

Topic Discussion

Unit 42 Joe advised that the county is borrowing Unit 42 on Thursday morning. It should be back by noon.

Topic Discussion

Presentation equipment Joe advised that we just bought a 65" TV for training purposes and will mount it to a cart. It is currently in the admin office.

Topic Discussion

Toughbooks Phil is having trouble contacting the vendor because of time zone differences. He may have to find a different vendor. They will have wireless internet capability with the benefit that you can leave the immediate vicinity of the unit and still have internet access.

Topic Discussion

Fundraising and Advertising Valerie would like to have an event once a quarter. She would like us to make suggestions, please. Howard offered that the chicken dinner should take place at a different time. Mary Steed noted that in winter it gets dark earlier, and some people won't drive in the dark. Jeanne reminded us that we used to have chicken dinner right after church and that it had a good response. Debbie described a guide she has written for the different places to advertise events with a lead-time built in so anyone could chair an event and know how and what to do to publicize the event. We have a Facebook page, she's waiting for access to our Twitter account, and she started an Instagram account to attempt to reach younger people. Shane advised that young people are using SnapChat. Debbie also suggests that we give a large post-card sized questionnaire to everyone who attends an event asking how they heard about it and whether they would like personalized contact for future events through voice,

text, or email. Valerie thinks visibility for the squad is important. Mary Steed would like to see us do something for children in the summer.

Topic Discussion
Out-of-Service Charlie advised that we will have signs for when we're out of service – like when training a new driver or for drug box exchanges. The signs aren't ready yet.

Topic Discussion
Reports Jim advised that the participation report and member roster went out. This year he will only include medical calls on one report and he will create a second report for our stand-bys and lift assistance. He thanked those who are taking calls.

Topic Discussion
Training Valerie told members that there's an EVOC class on Saturday and Sunday, February 15-16. Saturday is in class and Sunday is the driving portion.

Topic Discussion
Tax Relief Valerie has forms on the table for anyone wanting to get tax relief for auto personal property (auto) tax.

Topic Discussion
VAVRS Valerie stated that the District 18 meeting will be here on 2/20/2020. She'd like volunteers to help.

Topic Discussion
New Business Howard described straps someone was using for lift assistance with loops all around the waist, and it includes leg straps. Joe will research and order.

Topic Discussion
Member Sue Fones is celebrating 5 years with MCVRS. She was presented with a certificate of thanks. retention

Motion to adjourn by Howard. Seconded by Robert. Meeting was adjourned at 20:18.

Respectfully submitted by Debbie Evans, interim secretary.

**MCVRS Board of Directors Meeting
MINUTES
February 5, 2020**

The meeting was called to order at 1932.

In Attendance: Sue Fones, Howard Fones, Phil Shahan, Debbie Evans, Madge Rollins, Larry Bahl, Erica Reynolds, Joe Schlatter, Valerie Barton, Rebekah Haynie, Charlie Howard, Jim Webber, Jaime Packett, Robert Hundley, Jeanne Widenmyer, Mary Steed Ewell.

Topic	Discussion		
Financials	Jeanne reported that MCVRS brought in \$9,958.89 and spent \$4,984.64 in January. Stryker and medical supplies account for approximately \$3,000 of the expenses. The remaining expenses were several purchases, all under \$350. Jeanne handed out the recommended 2020 budget. Jaime asked about bidding out the groundskeeping. Is the \$1,000/yr just cutting grass? Jeanne explained that it was high last year because of the parking lot. We don't spend \$1,000 on mowing. We pay \$55 per cut with a maximum of two times per month. Rebekah wondered if that is just for cutting grass? Yes.		
Motion	To accept the budget as written.		
	Moved by Madge	Seconded Jim	P/F P

Topic	Discussion		
Coronavirus	Joe reported that there have been 5 suspected cases in Virginia, none in our area. They all tested negative. It's not very well under control in the far east. Virginia Dept. of Health has advised that if we have a patient with difficulty breathing and gastrointestinal problems, we need to put a mask on patient and on all crew. Turn on the ventilator in the unit. We should ask if the patient or someone they've been in contact with has been out of the country. In report to the hospital, let them know what you're bringing in.		

Topic	Discussion		
EpiPen Protocol Change	Joe described the protocol updates that are going to be effective 3/1/2020. We'll show the video at the February 27 th training meeting. We currently carry the Epi box and the drug box. PEMS will no longer provide the EpiPens/auto-injectors. There is epinephrine carried in the drug box. Some are 1/1000 dilution and some are 1/10,000 dilution. We carry syringes and we'll have to have a training session for EMT-Bs to learn how to do IM injections. We have a skill check list that we will check all members off using. We would like to get it done in March. We have EpiPens still on the units. There's an infant, pediatric, and adult dosage. We need to be very careful with dosages. We'll place specific instructions in the units. EpiPens/autoinjectors need a prescription. The Medical Director has to give us a prescription. We're unsure if, once used, do we have to go back to Dr. Dudley? If we can get a long-lasting script, we may buy injectors from local pharmacies.		

Topic	Discussion		
County Use of Ambulances	Joe reminded us that the county has our old 48. When that unit goes down, they borrow from us; however, we're liable for any damages. We have options for how to handle this. We could have our drivers take shifts and stay with our unit, but they can't borrow a unit, or we could just say no. Joe and Valerie are investigating solutions.		

Topic Discussion

February Training Phil indicated that the new Toughbooks should arrive in time to hold training on them on February 27th. Joe plans to show the PEMS update at the end of the training. Members (EMT-B) should watch for an announcement of a separate training for intramuscular injections of epinephrine.

Topic Discussion

Riverside access cards Phil informed us that we now have cards that we will swipe at the sensor at the door to gain access at Riverside. They will be in the little tray on the dashboard in 42 and 44. On response vehicle 40, it is on the keychain.

Topic Discussion

Radios Phil would like members to let him know if we have radios that need maintenance. If so, please get them to him.

Topic Discussion

Documentation Debbie will send out the calendar and minutes via email to all members in addition to being posted on the website. This is an effort to get more engagement from those who do not regularly attend meetings. The duty roster for the current and next week will be emailed to members who take calls only.

Topic Discussion

Symposium Jim reminded us that March 5th through 8th is the 2020 EMS Symposium. It's free. Jim promoted his daughter, who is doing the Gender Dysphoria session. They have food for free, also. There's also a session with fresh cadavers which is very informative. We might try to find other members who are going and go together.
Register at <https://www.eventsquid.com/event.cfm?id=9029>

Topic Discussion

Reports Jim indicated that we had one assist and five runs. He would like to remind everyone that if you got your certificate from the GEMS training, or any education, please make copy and drop it in the bay slot for your file.

Topic Discussion

By-Laws Changes Jim received a few comments from members. He then sent them to Valerie and Joe for presentation. Valerie described the proposed changes: membership to change probationary time from 90 to 180 days and change to 270 as necessary due to limited calls. The performance of minimum service has been reduced in the recent past. An additional recommendation is to reduce the required number of calls from 6 to 3 per a year; she's not in favor of changing other minimum service requirements. Regarding Board members, only one member of a household shall hold a position on the board unless a waiver is supported by a quorum. They may not both hold fiduciary roles. The suggested By-Law modifications will be emailed with minutes and the calendar to all active members. We will vote on it next month. **(Addition 2/28/2020)** Please see the attached Proposed By-Laws for the exact verbiage.

Topic Discussion

Building / Valerie has appointed Jaime to oversee the building maintenance/repairs/upkeep. He will
Grounds also oversee the timbering. Similar to appointing Charles as the Vehicle Officer to oversee
Officer those assets, Jaime will oversee our building and grounds assets.

Topic Discussion

VAVRS Meeting Valerie is forming a committee to assist with the food, service, and clean-up of the VAVRS
meeting that we are hosting on February 20th. Rebekah and Jeff's wife, Pam, will help. Madge
and Mary Steed would also like to help. Everyone is invited to come to the meeting.

Topic Discussion

DVD Player Joe & Valerie expressed sincere thanks to Madge for the donation of a Blu-Ray player.

Topic Discussion

Community Valerie acknowledged Rebekah for representing the squad at a recent funeral. We sent a
Presence flower arrangement or a plant for three funerals this month.

Topic Discussion

President's Gift Valerie presented a gift to the immediate past President, Jaime Packett. Thank you for your
service.

Topic Discussion

Personnel Valerie announced that she is a released EMT with thanks to Howard and Sue.

Motion to adjourn by Jeanne, seconded by Rebekah. Adjourned at 2007.

Respectfully submitted by Debbie Evans, Interim Secretary.

Mid-County Volunteer Rescue Squad, Inc.
Bylaws -- Proposed Changes

ARTICLE II MEMBERSHIP

Section 1

- (d) All new applicants (observer) will have a 90 **(180)** day probation period prior to acceptance into the Mid-County membership.
- (e) If deemed necessary, the probationary period may be extended for a total of not to exceed 180 **(270)** days.

Section 2

(a) OPERATIONS: Operations members shall:

- 4. Perform at least one of the following minimum service options:
 - (i) respond to six (6) **(3)** emergency calls per year; or
 - (ii) perform 36 **(24)** hours duty shift per year; or
 - (iii) perform 38 **(24)** hours of special service work per year and
 - (iv) Attend a minimum of six (6) meeting per year missing no more than two (2) consecutive meetings unexcused.

Section 3

Acceptance of New Members

(b) PROBATIONARY PERIOD: New applicants for membership shall be probationary for three **(six)** months, have no voting privileges, and shall not hold office (the voting membership may make exceptions). At the end of the probationary period, the applicant's performance and participation will be considered by written vote of the general membership. The membership may deny membership altogether, extend the probationary period for an additional three **(six)** months, or accept the applicant as a member. An applicant receiving a probationary period extension shall be so advised by the President. The President shall notify an applicant not accepted for membership under this section by U.S. Mail that Squad membership has been denied.

ARTICLE IV OFFICER

Section 12

No member shall hold more than one elected Squad office at a time. Only one **(two)** members of a household shall hold an elected Administrative or Operations office at a time **Only one member of a household shall hold a fiduciary office at a time.** . Members holding elected office in the MCVRS Auxiliary or other rescue squad or auxiliary shall not simultaneously hold a Squad office.

Or

Only one member of a household shall hold an elected Administrative or Operations office at a time unless a waiver is granted by a quorum of the membership for a specific term. Irrespective of the waiver, only one member of the same household may hold a fiduciary position

MCVRS Membership Meeting
MINUTES
March 4, 2020

Meeting called to order at 1930.

In Attendance: Sue Fones, Howard Fones, Debbie Evans, Madge Rollins, Larry Bahl, Joe Schlatter, Valerie Barton, Garfield Parker, Rebekah Haynie, Charlie Howard, Angela Yerby, Jim Webber, Jaime Packett, Paul Ryan, Robert Hundley, Jeff Newsome, Jeanne Widenmyer, Mary Steed Ewell, Michele Fulcher
Absent & excused: Jeff Plumb

Topic Discussion

Financials Jeanne revealed that our income for February was \$423.06 and we spent \$6,109.48. Fundraising letter should be sent in April. Jeanne will select a date for people to help.

Radio Meeting Update Joe identified the long-standing problems with the county radio system. In response, the county formed a committee to study improving communications. Joe represents MCVRS. The county decided that the first step to improve intracounty communication is to have technicians come in and work on towers to tune up the system. Depending on the result, the second step (later) is to go to the northern area of the county and add an antenna on cell phone towers. One other problem is that there are analog and digital radio systems. All the surrounding counties are using, or are moving to, digital. We are using analog. This interferes with mutual aid. Therefore, the board has just voted to apply for a grant to get three vehicle radios and three handhelds. Of the \$27,000 cost, we should be able to get half granted to us. Joe will write the grant request. Valerie indicated that some time down the road, we may get more digital radios.

Training Update Joe reminded everyone of the March 26, 2020 “Scene Safety / Situational Awareness” training with invitations to all neighboring EMS personnel. We will have Captain Allen of Northumberland Sheriff’s Department as our guest speaker. Our April training will be “Dessert with the Doc” on 4/23. The doctor will discuss spring and summer emergencies. This training will be open to all neighboring EMS personnel and the general public.

Joe reported that he is working on training on the updated protocols. Epinephrin will continue to be stocked in vials at RGH. We will buy syringes that are pre-marked. In the meantime, continue to use the injectors we already have. Joe will announce training for IM injections at a later date.

Other training in the works includes YMCA training for backboarding in the water, Skills Review, Terminology Review, Extrication with the fire department, and Life Evac.

Member Awards Larry Bahl was recognized for five years of service to Mid-County Volunteer Rescue Squad.

EVOC Training Charles reminded everyone that he is running a secondary training before releasing members to drive even after passing the EVOC course.

There is an EVOC class this weekend. Charles would like some assistance. Valerie and Jaime said that they would help.

Timber Project Jaime explained that Mason Brent bought the property surrounding our property. We have approx. 14 acres available for timbering. We had declined to have the property timbered years ago because our driveway would have been torn up. Now, because Mr. Brent is going to timber all the property around us, access will not involve our driveway. Jaime said that we would receive an estimated \$1,000/acre for timber. We'll get less money if we wait, and we will have to ask Mr. Brent for access again. Now is the ideal time because they're already timbering the other property. They do not clean up what they leave behind. There will be a 25' buffer, as required. Paul was concerned that payment will be in advance. Jaime indicated that money will be in hand before anything is cut. To alleviate concerns over appearance, Jaime indicated that our existing timber is mature, and it will grow back if we leave it alone. Robert added that, for the area that we own that is flat, we could create an additional parking lot or a landing pad.

Motion to proceed with timbering.

Moved by	Seconded	P/F
Madge	Jeanne	P

Maintenance Jaime asked for some assistance with fixing the fence, gutters, and clean the bay and upstairs on 3/14 at 0800. The current improvement project is the installation of a 22 foot tall light pole to the left of the fuel tank. It has two LED heads that will light up the end of the driveway. Jaime is working to cancel the lamp rental contract with Dominion Energy.

New Member Garfield introduced Michele Fulcher, currently a CNA and phlebotomist. She began EMT class but left when other obligations interfered. Michele spoke about how she would like to be involved.

Motion to accept Michele as a probationary member

Moved by	Seconded	P/F
Garfield	Jeanne	P

By-Laws Changes Valerie reminded everyone that the proposed changes were emailed. To facilitate discussion, the proposed changes were distributed again during the meeting. There was no further discussion.

Motion to approve the By-Laws as suggested

Moved by	Seconded	P/F
Jaime	Jeanne	P

Acting Northumberland Emergency Services Chief Valerie advised that Nicole Fones is acting chief. The applications close this month for permanent chief.

Prior Minutes (No discussion)

Motion to approve February minutes

Moved by	Seconded	P/F
Garfield	Jaime	P

Representation Charles informed us that Horton has a retiree who would like some representatives from Mid-County to attend his luncheon on 3/11/20. He'll be taking Response 40 and leaving MCVRs at 1000. Valerie, Jaime, and Robert volunteered to go with Charles.

Joe indicated that we ran 100% of our calls and Howard and Phil both responded to assist the county. Thank you squad!

This meeting was adjourned at 2021.

Respectfully submitted by Debbie Evans, Secretary.

MCVRS Special Membership Meeting
MINUTES
July 14, 2020

We had dinner (pizza/salad) available. This delayed the start of the meeting.

The meeting came to order at 1745.

In Attendance: Sue Fones, Howard Fones, Phil Shahan, Debbie Evans, Shane Farmer, Madge Rollins, Larry Bahl, Valerie Barton, Garfield Parker, Rebekah Haynie, Charlie Howard, Jaime Packett, Jeanne Widenmyer, Mary Steed Ewell

Garfield said that the purpose of the meeting is to talk about survival.

First, Joe Schlatter has resigned from the Squad. He cannot speak for the squad. We will send a letter thanking him for his leadership and service to the Squad.

We need to come up with a plan for responding to calls. We need to do better.

Mary Steed asked for clarification about what we are required to do. Phil said we have to respond to the scene in 30 minutes or less 90% of the time we are toned.

Jaime wondered why there was a sudden concern over our response percentage now. Valerie explained that there were discrepancies between what the County thinks we've responded to and what we think we've responded to. The Board of Supervisors are provided with a percentage only. That percentage is somewhat lower than what we believe it should be, based upon our records.

Phil explained that assists will affect our numbers. Debbie said she hasn't heard any assists. Garfield recalled one request for assistance in the middle of the night. There was much discussion regarding tones vs what appears on our phones.

Garfield said that we're going to run into COVID cases because there are 40 cases already in our county. Valerie doesn't want us to be cavalier regarding the importance of personal safety. Phil indicated that COVID calls are BLS calls. He suggested that everyone do a self-assessment regarding our comfort level in response. The CDC and Virginia Dept of Health has no sunset for response considerations given this virus.

Jaime said that the County responders are different in that they have Worker's Compensation, health insurance, and paid sick leave. Volunteers do not have these benefits if they become

infected. This was followed by many personal comments by members regarding individual circumstances and concerns.

Valerie indicated that all responders need better training on COVID procedures to limit exposure.

Howard stated that we need young EMTs.

We broke out into groups – EMT+ in one group, and everyone else in another group. Discussion included how to immediately respond to the County as to how we would function when toned.

The groups came back together and we discovered that there was consensus. Everyone agreed that the best course of action was to create a monthly calendar of duty days and request that we be only toned on the days we are fully staffed. We would, of course, expect to be toned when paid crews are already out or for mutual aid. We would request that the County accept this working plan for a period of six months.

EMTs (and higher) will be asked what days in the coming month they will staff. The drivers provided a weekly schedule where every day was covered. Debbie will then attempt to fill the schedule with attendants.

The entire group then discussed how we would move forward to improve our response percentage with an eye to being staffed seven days a week. We determined that we should hire EMTs to fill in the days where we have no volunteers until we build up our EMT core again.

Many people expressed concern that with low call volume, our skills would be affected. We agreed to add more training opportunities and simulations. Phil indicated that simulations aren't enough; we need to run calls.

Jaime would like to see the Squad do more fun things. He described a time when people would hang out at the building and act more as a family.

Phil is concerned that there is a lot of responsibility on him because of Joe's departure. He listed radio license, infection control, PEMS compliance, QA/QI, Image Trend, other reports, stocking ambulances, etc.

Meeting adjourned at 2040.

Respectfully submitted by Debbie Evans, Secretary.

MCVRS Membership Meeting
MINUTES
August 5, 2020

The meeting came to order at 1934.

In Attendance: Sue Fones, Howard Fones, Debbie Evans, Shane Farmer, Madge Rollins, Larry Bahl, Valerie Barton, Garfield Parker, Rebekah Haynie, Charlie Howard, Jaime Packett, Jeanne Widenmyer, Mary Steed Ewell
Attending virtually: Jimmy Webber, Jeff Newsome

Jeanne presented the financials. The bulk of our \$12k+ expense in July was attributable to vehicle insurance. Even so, MCVRS is \$4,000 ahead of where we were at the start of the year.

Valerie identified that Phil Shahan has also resigned (in addition to Joe). She let us know that Jimmy broke his arm.

Valerie asked that everyone try to pick up some service hours and pitch in with the Captain and 2nd Lieutenant duties. Jaime is going to be on the Radio Committee. Debbie will deal with the supplies and ordering.

Jeff P. asked that we send any training requests to him.

Garfield spoke about how proud he is of the squad, pitching in to cover calls and cover duties. He acknowledged our efforts to respond. He would like to see us continue to help our neighbors and friends.

Charles announced that we have three newly released drivers: Erica Reynolds, Debbie Evans, and Shane Farmer. He asked that experienced folks guide them and help them along.

Jaime announced that all locks will be changed shortly. He will advise of the new code when it is installed. There are no other big changes.

Debbie shared a Facebook ad that is running for 30 days for \$100. It already has 900 views, but sadly, no contacts. She also posted the need for EMTs on a website where volunteers find places to volunteer – VolunteerConnect. We will also create a banner requesting volunteers, will place articles of interest in the paper, and will have radio advertising. If anyone else has ideas for generating interest in our agency by EMTs, please let her know.

Robert's report was delivered by Valerie and consisted of a report on his broken collar bone.

Valerie again requested that we divvy up some of the operations officer duties. Janice Kauffman is coming up next week and has agreed to help with QA/QI and will train on the necessary reports.

Valerie relayed that she has been receiving worried emails about what's going on. She is positive that we can continue to move forward. She acknowledged Shane as really taking initiative and thanked him for his service.

There's a meeting next week with Wes Packett and the other two volunteer agencies with MCVRS as the subject of the meeting – how to improve response.

We should start preparing for 2021 inspection.

Jimmy shared that Northumberland County now has 69 cases of COVID-19, with three hospitalizations and two deaths. There's no new information from the State. If you contract any communicable disease, let Jim know. He also advised that the hospitals know to contact him if one of our patients is diagnosed with COVID (or other communicable disease) so we may be notified and tested.

Jimmy also let us know that he made a run last month. Unfortunately, he was the patient! Jimmy added that he is wearing a cast for two weeks and then will find out if he can continue with the cast or if he has to have surgery.

He is prepared for an Infection Control inspection.

Jaime nominated Larry Bahl as 1st Lieutenant. Jeff Plumb was nominated to the Captain position. Voting will be at the September membership meeting.

The Board passed a motion to purchase a fogger for disinfecting the ambulances.

Howard and Sue Fones announced that this would be their last meeting – they are resigning. They have been working in EMS for at least 25 years. Valerie asked them to reconsider and serve in some other capacity if they are tired of running calls. Jim asked them to provide a note for their file. They will be missed.

Mary Steed added that Howard and Sue's presence supports the squad, and she hopes they reconsider.

Jim wanted to discuss why an Epi call heading to the Sheriff's Office was our call instead of Medics.

Debbie presented an idea of making courtesy visits with individuals in the community identified as past patients or known to Garfield and Charles.

Rebecca shared that long-time volunteer Mid-County Auxiliary, Ethel Bryant, had a stroke.

Jeff Newsome was recognized for 20 years of service to Mid-County.

MOTION to adjourn was made by Jeanne and seconded by Madge.

Meeting adjourned at 2014.

Respectfully submitted by Debbie Evans, Secretary.

Minutes
MCVRS Membership Meeting
September 2, 2020

The meeting came to order at 1935.

In Attendance: Debbie Evans, Madge Rollins, Larry Bahl, Jeff Plumb, Valerie Barton, Garfield Parker, Rebekah Haynie, Charles Howard, Angela Yerby, Jaime Packett, Paul Ryan, Robert Hundley, Jeanne Widenmyer, Mary Steed Ewell

Remotely Attending: Shane Farmer, Jim Webber

Election of Officers: As there was only one candidate for each position, a voice vote was called. Jeff Plumb was unanimously elected to the position of Captain. Larry Bahl was elected by majority to the position of 1st Lieutenant.

Treasurer's report: Jeanne reported that fundraiser monies are still trickling in. We spent just \$2,882.01 in August, and that was in 18 small checks. We are currently over \$2,000 ahead of our 2020 starting cash balance.

Captain's report: Jeff decided that the anonymous complaint against the agency and the subsequent investigation is done, given that he no longer receives an update from the investigator. We have had additional training on PPE, we have purchased ambulance decontamination supplies, and there's now a procedure from dispatch to notify responders of possible COVID.

Regarding training, Jeff voiced his appreciation to those who attended our squad training on Aug 28, 2020. The next training will be September 24 at 1900, and the tentative topic is CPAP. He also advised that there are two EVOC courses coming up, and a possible "CE Weekend" in January 2021, which will include the Scene Safety and Situational Awareness training because it was so beneficial. If anyone has training questions or ideas, he asked that we let him or Larry know.

Jeff reminded us that this is a small community, and you never know who is overhearing what you're saying. Please be careful with what we say.

COVID is still very much with us, so stay safe, and members are encouraged to keep a change of clothes in their car or in the lockers upstairs. Valerie added that there are towels, shampoo, and other essentials upstairs. She asked that any towels used be immediately placed in the washing machine.

Vice President's report: Garfield expressed his thanks to crews who are responding to calls. He demonstrated the proper way to tie hazardous material bags – knot twice at the top. RGH has a specific place for these bags to be deposited. Do not leave on the floor to be picked up by housekeeping. There's also a specific place for contaminated linens. Place regular trash in the receptacle. We are not to use the hospital's sanitary wipes. Bring the container from the ambulance to clean the stretcher. They are now using the Rx Destroyer system. Valerie will email instructions to the members.

Vehicle Officer's report: No report.

Building/Grounds Officer's report: Jaime pointed out that Mr. Shabazz came out and put four coats of wax on our floors. He will come out every three months to maintain the floors. Annually, he will strip the floors and start over. Jaime thanked Madge for cleaning the floors.

He has submitted the request for timbering; it will be a clear cut with a buffer. He believes they will start around November.

There is a new code to enter the building. This code should not be shared with anyone outside the squad.

Jaime asked that someone step up to assist him with gutter cleaning and other jobs around the squad. He will decide what date is best and will let us know.

He further reported that we have Accident and Health Insurance which includes life insurance. Our medical bills are covered for duty-related injuries and illnesses. If you are running on someone else's squad, the insurance follows you. Also, if you have an accident going to a call or to the building for a call, your accident is covered. Valerie will scan the policy recap and send it out to us.

Secretary's report: Debbie reported that we've had over 2,000 views of our Facebook ad in one month. It has resulted in many more "likes" which means that more people will see what we post to Facebook (exposure.) The only communication we've received as a result of the ad is requests for CPR or basic first aid training classes which were passed to Madge. She showed us a mock-up of a 3' x 5' banner requesting volunteers. Members made suggestions for changes to the banners. We discussed possible locations for them to be displayed.

The fogger equipment has arrived, and we are waiting to receive the solution that goes in it. We will hold an ambulance decontamination training once everything is here.

In her role as supply person, she asked if anyone knows where the AEDs are that were distributed out in the community. Joe had one and returned it. Did Phil have one? Robert has one. Robert reported that the pads have expired. Debbie will reorder.

Member-at-Large's report: Robert had nothing to report.

President's report: She reported that the squad did great in August responding to calls. We only missed one call, and she thanked those who marked up.

She expressed her disappointment that so many members didn't attend the Scene Safety and Situational Awareness training.

Valerie advised that we will be having a Christmas party at the Country Club with social distancing enforced.

She handed out cloth face masks with our logo to three members as a special recognition: to Debbie for stepping up and doing so much for the squad; to Rebekah for supplying goodies for the training class; and to Jaime for keeping the building and grounds looking great.

Infection Control Officer: Jim informed us that his Active Member and Call Reports went out yesterday. There have been some questions about the membership application process. There are applications with fingerprint cards in the drawer in the Bay call reporting area. The applicant takes the fingerprint card to the Sheriff's Office and sends in a request for their driving record from the State. All three components are then delivered to the

building, upon which Jim sends the fingerprint card to the State for a report. A letter comes back indicating that the fingerprints reveal whether the applicant is eligible for membership.

Old Business: Debbie requested that members make a list of people who would benefit from an outreach program.

A **MOTION** to adjourn was made by Jeanne and seconded by Jeff. Meeting adjourned at 2011.

Respectfully submitted by Debbie Evans, Secretary.

Minutes
MCVRS Membership Meeting
October 7, 2020

The meeting came to order at 1939.

In Attendance: Debbie Evans, Shane Farmer, Madge Rollins, Larry Bahl, Jeff Plumb, Valerie Barton, Garfield Parker, Rebekah Haynie, Charlie Howard, Jaime Packett, Robert Hundley, Jeanne Widenmyer, Julian Watson, Hampton McRae

Remotely Attending: Jim Webber, Mary Steed Ewell

President Valerie Barton began the meeting with an introduction of provisional new members: Julian Watson and Hampton McRae. She recommended that MCVRS entertain provisional membership so that they could begin the process of obtaining EVOC training before their background check results are returned. Each introduced themselves and explained why they are seeking membership. They were excused from the room for discussion and vote.

MOTION to cast a provisional ballot for both candidates was made by Jeff and seconded by Jaime. The motion was unanimously approved.

The candidates were invited back in, welcomed, and Charles expressed his desire to meet with them to get them started driving and to acquaint them with our squad.

Treasurer's report: Jeanne reported that we continue to receive fundraiser contributions. We had \$894 in income and \$2,654 in expenses, most of which were attributable to the new fogger and its solution. We are currently over \$700 ahead of our 2020 starting cash balance.

Captain's report: Jeff relayed that the Emergency Management meeting resulted in some new protocols and instructions.

- When there are natural occurrences information will be pushed via email.
- An AIC must be on scene before lift assistance is requested. If lift assistance is requested, the AIC's agency will be toned first, then the paid personnel, followed by the Fire Department and then the Sheriff's Department. Dispatch should only be called by the driver for directions to the scene or by the AIC for patient information.
- Volunteers will now be toned for all alarm calls (fire/carbon monoxide).
- When air transport is requested, one the helicopter accepts the call, Fire is in charge of transport.
- Volunteers will now be dispatched along with the County crew for all CPR and bleeding calls.
- When mutual aid is requested out of the county and one unit from the paid crew is already on a call, the volunteers will be dispatched. This will keep one ALS unit available for response in Northumberland County.
- We will be moving back to using ImageTrend for ePPCR effective December 1. Jeff to receive training which he will bring back to the squad.
- Reminder to only use biohazard bags for waste that is dripping, and if you don't know where to place the double knotted red bag, ask a nurse.

The October training will be held on October 23, 2020 and Dr. Culley is our guest speaker. The topic is Fall and Winter Emergencies. We would like donations of dessert items for the training. Contact Debbie if you are attending and/or if you will be donating a dessert item.

Jeff asked that we be sure to have a change of clothes (feel free to use the lockers upstairs) for instances where we treat a COVID+ (or flu) patient. We will be using a small COVID "jump bag" containing a BP cuff, sphygmomanometer, disposable stethoscope, pulse oximeter, and temporal thermometer. This will go in with the AIC for further COVID rule-out, in addition to the questions we must ask.

The fogger should be used after treating/transporting someone with a suspected respiratory disease. We should also use the fogger after 4-5 calls. We will not be sharing the fogger with any outside agencies.

Jeff also advised that the county will be using a new helicopter company. We will receive the same services – nothing changed.

1st Lieutenant's report: Larry announced that he'll be doing medical supplies ordering. He'll plan on checking supplies once a month or so. He reminded us that medical supplies should be replenished at the hospital.

Vice President's report: Garfield reminded us to stay calm when getting to a scene. He advised that there will be LED flashlights available for the return of earlier sunsets.

Vehicle Officer's report: Charles expressed his thanks to the two new prospective members and invited them to meet with him for orientation.

Response 40 and Unit 42 have been inspected. All three vehicles are in good shape.

He reminded all drivers to be sure to fill out the mileage form. If you move the mirrors, be sure to move them back. The mirrors should remain extended for the next driver. Jaime added that the buttons on the console should also be left alone. You only have to press the Master button.

Charles recommended we not rush the new members through EVOC so he could get them acquainted with the ambulances. His recommendation was accepted.

Building/Grounds Officer's report: Jaime pointed out that the trees in the front of the building have been cut back. All the trees and garbage that was around the storage shed has been removed. He needs help with the gutter clean out.

He reported that the Radio Committee has met and sent a proposal to the county for a \$750k purchase for new mobile radios and stations. The Sheriff's Department transmissions will be encrypted. The plan is that only people actively running calls will receive a radio. This plan will provide better coverage in the county.

Designated Infection Control Officer's report: Jim began his report asking if anyone else received a donation solicitation from Callao Volunteer Rescue Squad. (Many reported they had.) After discussion, Jeanne indicated that she would contact their captain to discuss.

Jim advised the membership that we will pay for any costs associated with obtaining a flu shot. Drop the receipt in the Ops slot (call desk), and he will file evidence of the shot in our personnel file.

He has distributed the Monthly Participation Report and the Active Membership Roster (which has had some changes.)

Jim reported that the provisional members used the new procedure for fingerprinting. They provided feedback and those changes have been incorporated into the new instructions. He will attach those instructions to the application. Applications can be found in the top left drawer at the call desk.

Garfield asked about the COVID data to date. Jim advised that the county has had 183 cases. There are 3-5 new cases each day.

Secretary's report: No report.

Member-at-Large's report: No report.

President's report: Valerie reported that we attained a 100% response rate for the month of September. We had seven calls, one assist, and one standby.

She reminded everyone to keep December 12, 2020 1700-2100 available for the annual Christmas party.

A **MOTION** to adjourn was made by Jeff, seconded by Jeanne, and passed unanimously. Meeting adjourned at 2029.

Respectfully submitted by Debbie Evans, Secretary.

Minutes
MCVRS Membership Meeting
November 4, 2020

Valerie welcomed new member Julian Watson and visitor Greg Hanson. Hampton McRae (also a new member) not present.

Treasurer's Report: Jeanne informed us that we are \$7,000.00 ahead of our balances as of January 1, 2020.

Captain's report: In Jeff's absence, Larry read Jeff's written report. When there are natural occurrences information will be pushed via email.

- An AIC must be on scene before lift assistance is requested. If lift assistance is requested, the AIC's agency will be toned first, then the paid personnel, followed by the Fire Department and then the Sheriff's Department. Dispatch should only be called by the driver for directions to the scene or by the AIC for patient information.
- Volunteers will now be toned for all alarm calls (fire/carbon monoxide).
- When air transport is requested, one the helicopter accepts the call, Fire is in charge of transport.
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Jeff asked that we be sure to have a change of clothes (feel free to use the lockers upstairs) for instances where we treat a COVID+ (or flu) patient. We will be using a small COVID "jump bag" containing a BP cuff, sphygmomanometer, disposable stethoscope, pulse oximeter, and temporal thermometer. This will go in with the AIC for further COVID rule-out, in addition to the questions we must ask.

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Jeff also advised that the county will be using a new helicopter company. We will receive the same services – nothing changed.

1st Lieutenant's report: Larry announced that he'll be doing medical supplies ordering. He'll plan on checking supplies once a month or so. He reminded us that medical supplies should be replenished at the hospital.

Vice President's report: Garfield reminded us to stay calm when getting to a scene. He advised that there will be LED flashlights available for the return of earlier sunsets.

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Garfield asked about the COVID data to date. Jim advised that the county has had 183 cases. There are 3-5 new cases each day.

Secretary's report: No report.

Member-at-Large's report: No report.

President's report: Valerie reported that we attained a 100% response rate for the month of September. We had seven calls, one assist, and one standby.

She reminded everyone to keep December 12, 2020 1700-2100 available for the annual Christmas party.

A **MOTION** to adjourn was made by Jeff, seconded by Jeanne, and passed unanimously. Meeting adjourned at 2029.

Respectfully submitted by Debbie Evans, Secretary.

Minutes
MCVRS Membership Meeting
December 2, 2020

The meeting came to order at 1803.

In Attendance: Debbie Evans, Shane Farmer, Madge Rollins, Larry Bahl, Jeff Plumb, Valerie Barton, Garfield Parker, Rebekah Haynie, Charlie Howard, Julian Watson, Jaime Packett, Paul Ryan, Robert Hundley, Jeanne Widenmyer, Greg Hanson

Remotely Attending: None (technical difficulties)

Guests: Joe Schlatter, Phil Shahan, Howard Fones, Sue Fones

President Valerie Barton began the meeting with an acknowledgement of and welcome to the guests.

Treasurer's report: Jeanne reported that we are \$11,000.00 ahead of our 2020 starting cash balance.

Captain's report: Nothing to report.

1st Lieutenant's report: Nothing to report.

Secretary's report: Debbie asked that everyone advise her of any supply needs.

Member-At-Large's report: Nothing to report.

Vice President's report: Nothing to report.

Vehicle Officer's report: Nothing to report.

Building/Grounds Officer's report: Nothing to report.

President's report: Valerie advised that we have attained a 100% response to calls for three months running. She then asked Greg Hanson to leave the room for the vote on his membership application. After a brief discussion, he was approved unanimously.

Awards / Certificates of Appreciation were then presented:

- Sue & Howard Fones – Certificate of Appreciation for many years of dedicated service
- Phil Shahan – Certificate of Appreciation for ten years of outstanding service – Life Member
- Madge Rollins – Certificate of Appreciation for dedicated training service
- Charles Howard – Certificate of Appreciation for outstanding service
- Jaime Packett – Certificate of Appreciation for outstanding service
- Jeanne Widenmyer – Certificate of Appreciation for dedicated service
- Garfield Parker – Certificate of Appreciation for outstanding service
- Joe Schlatter – Certificate of Appreciation for many years of dedicated service and leadership
- Valerie Barton – Certificate of Appreciation for five years of outstanding service and dedication
- Shane Farmer – Awarded Rookie of the Year
- Debbie Evans – Awarded Most Valuable Member

- Valerie Barton – Awarded EMT of the Year

Valerie also received a dish garden from the Squad in acknowledgement of her tenacity in keeping MCVRS running when times were difficult.

Jeff distributed some gag gifts.

A **MOTION** to adjourn was made by Debbie, seconded by Jeff, and passed unanimously. Meeting adjourned at 1839.

Respectfully submitted by Debbie Evans, Secretary.