

**Thomas Jefferson EMS Council, Inc.
Board of Directors Special Meeting – August 23, 2006**

Members Present (per signature sheet at meeting):

M. K. Allen	G. Nuckols	L. Bramble	W. Thompson
S. Mullinax	N. Armstrong	L. Hatter	W. Crigler
M. McAllister	B. Keene	T. Johnson	M. Rogers
B. Meadowcroft	D. Lawrence	T. Reid	

Others:

E. Snyder	D. Conrad	L. Johnson	D. Evatt
S. Elliott	R. Knox	K. Alibertis	

Recognition of Guests and Proxies:

Bob Knox held proxy for Sabina Braithwaite, Evan Snyder held proxy for Audrey Snyder, and Kostas Alibertis held proxy for Bill Wood. Tammy Johnson was accepted to membership through a unanimous vote in favor.

The meeting was called to order at 7:03 pm by President Donna Burns. A quorum was established and the meeting continued in formal session.

Minutes:

There was some discussion as to whether minutes of the last scheduled meeting should be voted on at a special meeting. It was determined that the minutes for the July meeting should be held and voted on at the September meeting. Bill Keene expressed a concern that Board minutes were being posted to the state prior to being approved by the Board. Mary Kathryn will send a letter to the state and let them know that we can't post our minutes until a period of thirty (30) days after they have been presented and approved.

Treasurer's Report:

Donna reported that there is a great deal of budget information to be presented to the membership. The Treasurer's Report was moved down in the agenda to be discussed at a later point in the meeting.

President's Report:

Bill Keene emailed each board member a copy of the letter that he has drafted for our legislators. OEMS has somehow become aware of the letter and our intent to distribute it. Several OEMS representatives have called Donna, Junior, and Garland and expressed their concern and have asked that we not send the letter until they have had a chance to meet with us. They would like to attend our September meeting and explain their position and address our concerns with the budget cuts we have received. It was decided to allow them to attend our September meeting before sending the letters, if it is still necessary to do so after the meeting. After much discussion, the general consensus was that there were many discrepancies in the budget process and that OEMS failed to adequately furnish budget preparation material to all councils. Mary Kathryn explained that there seems to be no reasonable explanation for how monies were distributed since several councils took cuts and others received what they requested.

Staff Reports:

Executive Director:

The Finance Committee needs to meet and prepare a budget for approval prior to our September BOD meeting. Bill Keene, Bob Meadowcroft and Eric Strucko make up the Finance Committee and will arrange to meet prior to our next meeting.

The RSAF Grant requests are due on September 15th by 5:00 pm at OEMS in Richmond. Mary Kathryn will drive grants to Richmond if they are received in our office prior to 9:00 am on September 15th. Post cards have been mailed out to each agency advising that TJEMS staff will assist in the grant preparation process.

Training Specialist:

Nothing to report.

Program Coordinator:

Nothing to report.

Regional OMD:

No report given.

New Business:

Personnel Committee:

Garland began by saying that he is not at all happy with the chatter coming back to him concerning this issue. He has been confronted with questions concerning what the committee is planning to do such as "firing" and "getting rid of" an employee. He feels that this issue has been carried to persons outside the Board with the intention of creating a volatile situation. Garland explained that this has been a very difficult task and should not be made more so by this type of behavior. Garland and the committee are working in the best interests of the council and the committee members have no personal stake in the findings. A recommendation letter with 8 points of recommendation and approved by all members of the Personnel Committee, was distributed to the membership. Donna Burns explained that there was no Training Specialist prior to 1989 and that Linda Johnson started with nothing and built the program into what it is today. Linda took another position with full time benefits in early 2005 but has remained with the council on a part-time basis. Bill Keene acknowledged that the BLS Training Program has been a huge success and that it had been an enormous struggle for the committee to reach an agreement since each committee member had come to the table with different ideas. Garland explained that the committee had found that there was a definite need for a full time Training Specialist as the responsibilities of the position are enormous. Linda stated that she will probably not remain an employee of the council if the Training Specialist position is filled with a full time person but she would stay through December. Mary Kathryn feels that she needs to be able to better account for those hours Linda works and is paid for and that it is difficult to do with things as they are at this time. Donna explained that the committee had spent a great deal of time working with the budget, and overall the members feel that the council would have to operate with a budget deficit if the position were to be filled on a full time basis even though there is a definite need for a full time position. Bill Keene compared the 04-05 and 05-06 budgets and informed those present that with things as they are, the council could have a surplus of \$8,000.00 but hiring a full time Training Specialist would put the council at an approximate \$7,000.00 deficit. Lou Hatter asked why the difference in a full time and part time salary was so narrow. Garland explained that Linda makes a great deal more hourly than would be paid to a new hire as Linda's salary is \$41.00 per hour. Steve Elliott and Bob Knox expressed concerns regarding recruitment and retention of a person capable of performing the

responsibilities of the Training Specialist position and the problems presented by a tight budget this year. Bill Keene feels we need to restore both work hours and structure to what it was before Linda became a part time employee and that we need to develop a more "transparent" budget. After much discussion, during which all present were given an opportunity to speak, Bob Knox called for a closed ballot to vote on the recommendations presented by the Personnel Committee. Linda informed us that she will definitely leave if the part time staff is cut and that she has gotten many telephone calls from providers who say that they will not take CE classes if she leaves. Garland feels that things have to change with the council structure as the current structure is not working well. Kostas feels that the council image and function is deteriorating. Garland has called several OEMS representatives and asked about rumors concerning Mary Kathryn's inability to effectively manage the council's affairs, and was informed that there was no basis to the rumors so far as OEMS is concerned. Mary Kathryn stated that she has seen no evidence that the council is deteriorating and her evaluation this year was very good. Bill Keene asked Kostas for specifics concerning his comment that the council has deteriorated and Kostas said that he would put the specifics in writing. Mike McAllister feels that it's perception in that 90 percent of the providers don't know Mary Kathryn and that Mike Berg was more visible. Lou Hatter feels that we seem to be better off financially with Mary Kathryn's management

Tammy Johnson feels that the providers don't seem to care that much about CE since very few actually show up at the meetings. Bob Knox called for a vote. Bill Keene moved that we hire a full time Training Specialist when the money becomes available so that we do not operate with a budget deficit. There was much discussion concerning the motion as presented and there was no second to Bill's motion. Bill withdrew the motion. Bill stated that recommendations 1 through 4 deal with one subject and 5 through 8 with a separate subject. Bob Knox moved that we adopt recommendations 5, 6, 7, and 8. Kostas seconded and the vote was taken through written ballot. Bob Knox counted the votes and the motion passed with 17 in favor, 0 opposed and 2 abstaining. Clay explained that being new to the board, he did see one red flag. It seems that recruitment and retention of a qualified individual may be very difficult with a salary of \$48,000.00. He asked if there was confidence that we could attract an applicant pool of qualified individuals. Steve Elliott stated that it would be unlikely that we could hire a qualified person for that salary. Bob Knox feels that the \$48,000.00 annual salary is at a bare minimum. Clay asked if the committee had weighed all aspects of the situation carefully and Garland replied that they had and they found a definite need for a full time Training Specialist. Garland motioned to move forward with hiring a full time Training Specialist and keeping Linda on part time by January 2007. Kostas stated that he would not be willing to vote on the motion since it was contingent upon a future state of finances. Bill added that hiring a full time person by January would be on the condition that the money was available. Mike McAllister agreed with Kostas, that no vote should be taken on speculation. Donna suggested that we vote on hiring a full time Training Specialist as recommended by Mary Kathryn. Lou Hatter reminded everyone that the Board of Directors would need to have the funds and take part in the hiring process should a full time person be hired. Garland withdrew his motion and Mary Kathryn motioned that we hire a full time Training Specialist in January 2007 and keep Linda, Darlene, and Tammy as a part time instructors. The motion was seconded and Bob Knox collected and counted the written ballots. The motion was defeated with 3 in favor, 14 opposed, and 2 abstaining.

Closing:

There being no additional business to be conducted, the meeting was adjourned at 9:18 p.m.

Respectfully submitted,
Donna S. Evatt
Administrative Assistant
TJEMS