

THE POCONO MOUNTAIN REGIONAL EMERGENCY MEDICAL SERVICES
November 16, 2017

The November 2017 meeting of the Pocono Mountain Regional Emergency Medical Services (PMREMS) was held on November 16, 2017 at the Tobyhanna Township Government Center Building, 105 Government Center Way, Pocono Pines, Pennsylvania 18350.

Present were Directors: Logan Evans, Heidi Pickard, Steve Malaico, Joyce Onsted, Donna Iversen, Peter Gonze, Benje LaBar and Fred Courtright. Also, attending Communications Media Consultant Jeanine Hofbauer.

Absent from the meeting was Alma Ruiz-Smith, Lisa Hutchins, Lois Dickey, Denise Doremus, Nick DeWitt, Mark Lemley, and Lee Rosato.

1. Logan Evans called the meeting to order at 7:09 p.m. It was determined that a quorum was present.
2. Approval of minutes of the October 18, 2017 meeting minutes. Heidi Pickard made motion to accept the minutes of the October 18, meeting. Benje LeBar seconded. Vote: 6 in favor/2 abstained for nonattendance; minutes approved.
3. Finance
Logan presented the treasurer's report.

Heidi Pickard made motion to approve \$68,034.35 disbursement to ratify bills from October 8, 2017 through November 10, 2017 in monthly expenses. Fred Courtright seconded. Vote: All in favor; motion carried.

Action Item-Nick DeWitt taking on task of identifying contract allowance re-negotiations for 2018.

Review of 2018 Budget.

Peter Gonze presented the 2018 budget. 2018 budget built on the actuals through September 2017 and estimating costs to the end of 2017. Overall there is a projected 4.8% increase. Salary and wages are increasing 4.1%. Increase in healthcare costs, uniform allowances and testing for new employees also included in the increase. Budget will be voted on at the December 14th meeting.

4. Reports

A. Operations

Logan Evans announces that the PMREMS Holiday Dinner will be held December 9th, 2017 at Kalahari. RSVP's needed by 11/24/17 to Denise.

Breakfast with Santa will be held on December 16, 2017 at the Fire House.

Joyce raises question whether anyone reached out to Pocono Township regarding call volume. Logan responds that it has not been done yet but will look into it. Pocono Township calls are at 120 for 2017. There were 27 for the 2016 year.

Call volume this month, billed 351 compared to 404 this month last year. Transport this month 318 compared to 346 this month last year. Treat no transport was 33 this month compared to 58 this month last year.

B. Engineers Report

Nothing to report.

5. Grants/Fundraising

Fire Grant was approved but the amounts are not yet approved.

6. Personnel Committee Report

Three new hire requests were made by Peter Gonze.

Robert Seaforth start date was 11/1 part-time EMT

Kelsey Beehler start date was 11/13 part-time EMT

William Fensch start date was 11/6 part-time paramedic

Peter Gonze made motion to approve new hires. Fred Courtright seconded. Vote: All in favor; motion carries.

Peter Gonze discusses meeting he and Logan attended regarding protective vests. Staff choice was a hand gun and knife resistant outer garment, averaging approximately \$1,000 each. Suggests creating an inventory list for each location, may be difficult in considering sizing as they are not one size fits all.

There was a survey conducted online and 39 staff responded which is more than half of the current staff. 72 percent of staff claimed to have searched on their own for body armor. 75 to 80%

responded positively to PMREMS requiring body armor as part of the uniform. Majority prefers the outer garment to the under garment. Many said that they would wear it for domestic dispute and drug calls but not for heart calls. It is agreed that this will be an ongoing project including research. Because of the cost, we could consider paying a portion, or purchase and finance for staff. Logan and Peter recommend coming up with a strategy to find out how many and what we need and seeking funding for it.

7. Old Business:

Jeanine Hofbauer of Hofbauer Strategies presents that the subscription drive will start in February 2018. Peter Gonze suggests making it a different color, make it stand out. Brings up question of corporate subscriptions. Fred Courtright volunteers to look into other ambulance companies and what they are doing regarding corporate subscriptions.

Jeanine will be meeting with Nick and Mark regarding a meeting with Ray Price to discuss opportunity of sponsorship of a truck.

Jeanine will keep looking out for sponsors of vests purchase.

Discussion takes place on the creation of advertising flyers for advertising events. It is determined that all public communications should go through Jeanine to be consistent and professional. Logan to talk to Denise to create a committee that includes Jeanine and Sunshine.

8. New Business:

- Christmas Party will be held December 9, 2017 at Kalahari.

9. Board Member Concerns/Public Comment
None.

10. Next Meeting December 14, 2017 at 7:00 p.m.

11. Motion made by Joyce Onsted to adjourn. Peter Gonze seconded. Vote: All in favor. Meeting adjourned at 8:24 p.m.

Minutes recorded by Debra S. Jean.