

**South Royalton Rescue Advisory Board  
Meeting Minutes  
March 22, 2017  
Royalton Town Offices**

Present: Dave Kimball, Gidget Lyman, Corinne Ingraham, Mary Gavin, Nathan Potter,

Staff: Becky Owens, David Palmer (arrived at 6 pm)

The meeting was called to order at 5:35 pm.

It was noted that since Phil Gates was not re-elected to the Royalton Selectboard we do not have access to the Royalton Town Office. Gidget Lyman replaced Phil as a representative from the Royalton Selectboard. Gidget indicated she would obtain access to the Royalton Town office so we could continue to meet there.

Mary reported that New England Ambulance Billing reported they can set up credit card and H S A processing for 2.79% per transaction and a one-time set up of \$75. After discussion, Dave made a motion to instruct NEAS to implement card processing for payments. Second by Corinne. Motion passes.

Seth Stoddard sent out a survey for when AB could meet with the Prudential Committee. The AB signaled to Seth we could meet on April 5. Mary sent an email to Seth while we were at the meeting.

Reporting: we need to make progress on monthly reporting. Heidi had indicated she was working on pulling together the budget to actual report. We have not received them to date.

David should work with Heidi on the timing and process of the monthly budget reports.

Calls YTD

Year	2017	2016	2015	2014	2013
Calls YTD (3/21)	84	83	66	67	62

Walmart Grant: David is looking into a WalMart grant that would pay up to \$3000 toward pediatric emergency kits and infant/child restraining system.

Fallscape: David reported we will receive the \$10,000 the grant provides. He spoke with the administrator who indicated we had more than enough contacts to cover the requirement.

Sharon Community Nurse: David has not made contact yet with Sheryl Miller. He is strongly encouraged to do so.

David is looking into grants to fund community home visits.

David had participated in a conference call about Homeland Security Grants. We couldn't meet the deadline for submission. David indicated it is a good opportunity to get the 3 communities working together towards a mobile command center.

Training: After much discussion it was agreed that SRRS would pay up to 50% of EMT-A training for up to 4 employees who pass the course.

HS Student: The student has not been to SRRS in a while. When the student has been available, there have not been any calls.

Timekeeping system: David is researching a different time keeping system. David reports that he would like a system that could also handle the schedule.

Monthly reporting: David and the AB need to continue to work on monthly reporting. This is very important!

At 7 pm, Dave made a motion to adjourn, second by Nathan. The meeting adjourned.

**Next meeting: April 12, 2017 at 5:30 pm at Royalton Town Office (unless we hear otherwise).**

**Proposed Agenda**

- Review meeting with Prudential Committee on April 5
- Monthly Reporting
- Report from Administrator and Deputy Administrator
- Progress report on Grant Applications
- Progress report on Training EMT-A