

South Royalton Rescue Advisory Board  
Meeting Minutes  
March 10, 2016  
Royalton Town Offices

Present: Brenda Field, Dave, Kimball, Jerry Barcelow, Phil Gates, Mary Gavin, Jason Flint, Thomas Hoyt (joined mid meeting), David Palmer, Administrator, South Royalton Rescue

Meeting was called to order at 5:30 PM.

The following officers were elected:

Mary Gavin, Chair  
Dave Kimball, Clerk  
Phil Gates, Vice Chair

The minutes of the February 18, 2016 meeting were approved as presented.

Phil said he spoke with Corrine Ingraham. She is interested in serving on the Board but has a conflict on Thursday nights. We agreed to meet on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month beginning on March 23, 2016. Phil will contact Corrine regarding the change of meeting night.

The Advisory Board discussed what to work on first. We agreed to start with job descriptions. Once we make a recommendation to Prudential Committee and get their approval, we will move on to a procurement policy. Mary to request copies of job descriptions, other written policies from Heidi.

David Palmer said there are 8 full time employees on SRR. He has designated one squad member to be responsible for taking inventory and tracking supplies, one to write grants, and one to be responsible for training squad members.

It was suggested that we keep a calendar of events for activities that SRR could do in the community.

- Fallscape
- Lifeline
- Blood Pressure Clinics
- Presence at Sporting Events in each town
- Presence at South Royalton Senior Center meal days
- Presence after church services in each town
- First Responder class

It would be good to do an analysis of the policies SRR has sold (if covered you don't pay your insurance co-pay).

Could we develop a business where squad members could do medical coding or medical transcription? The payment could be split between the squad member and SRR.

The meeting was adjourned at 6:52 PM.