

**South Royalton Rescue Advisory Board
Meeting Minutes
June 22, 2016
Royalton Town Offices**

Present: Dave Kimball, Jason Flint, Phil Gates, Corinne Ingraham, Mary Gavin, David Palmer

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

Jason Flint made a motion to accept the minutes of June 8th as presented. Second by Phil Gates. Minutes approved.

Jason Flint asked if VT State Police performs Car Seat Safety checks. Dave Kimball said he would research this.

Jason asked how we came up with the suggested price of \$200 for the Vehicle Non-Transport fee? The group determined that non-transport requires the following:

- Check on accident victims
- Write and submit a report of the call
- Work is performed in a unsafe environment (typically roadside/car accident)

David Palmer was asked how do you spend your time in a typical week?

Fallscape	10 hrs/week
Schedule	2 hrs/week
Supplies	1 hr/week
Training	8 hrs/week
Meetings	5 hrs/week
Payroll	1 hr/week
Gen'l Admin	5 hrs/week
Paramedic	10 hrs/week (shift on truck)
Vehicle	16 hrs/year
Protocol review	2 hrs/month
EE reviews	3 hrs/employee (X 14=42 hrs/yr)

What does David like best about his work?

Taking care of people, public relations, training in the community, lifeline installs(referred thru DHMC- no fees paid to SRRS—done as a service to the community).

What does David like least about his work?

Coaching and personnel issues, desk work not his thing, would like some education on budgeting.

David reports he will likely be chosen as the District 8 Training Officer; this will require coordinating and delivering training to members of District 8 EMS. David estimates this commitment will require 10 hrs /qtr preparing and 16 hrs/quarter delivering training.

Jason raised the issue of an EMT in training (no certified yet) showing up on scene without any gear. Jason states the trainee needs to arrive on scene with the Rescue Vehicle.

David reports the following number of calls as of June 21:

2012	127
2013	134
2014	143
2015	144
2016	185

David reports with the generous donation of \$1500 SRRS was able to purchase an Easy I/O drill. This includes a training kit, drill, bits, etc. All EMTs can learn how to use this tool.

David reports he will be participating in EAP training on 6/24 and 6/25.

David reports he is working on a job description for a 2nd in Command of SRRS.

David also states he has been asked to be the Health Officer for the Town of Royalton. He is also trying to connect with the Sharon Community Nurse.

Corinne suggested that SRRS should have been at the Memorial Day Parade in Tunbridge.

David has outlined about 32 hours per week of Administrative work (not included in this calculation is Paramedic-10 hrs/week, Vehicle-16 hrs/year, Protocol review-2 hrs/month and EE review at 42 hrs/year).

Meeting was adjourned at 6:55 PM.

Our next meeting is July 13 at 5:30 PM at Royalton Town Offices.