

South Royalton Rescue Advisory Board  
Meeting Minutes  
June 8, 2016  
Royalton Town Offices

Present: Dave Kimball, Phil Gates, Mary Gavin, Corinne Ingraham, Brenda Field, Jerry Barcelow, David Palmer (for a short time)

Meeting was called to order at 5:30 PM.

David stopped by for a short discussion and he provided the following information:

-YTD calls: 174 Prior YTD calls: 137

-Fallscape program continues—David has completed the long segment with 2 clients.

-David met with the Clinic Managers at Gifford and discussed the Fallscape program with them.

-Brenda asked if David would write a brief article for the Tunbridge Quarterly.

-David announced the Rescue Squad would be conducting a Blood Pressure clinic at the BALE festival on June 9 in South Royalton.

-David is part of a state-wide group working on the changes of medical report writing. The changes go into effect on August 1, 2016.

-David reported in May there were 35 calls and revenue of \$18,800.

-David indicated he would like to begin a car seat inspection service. There is a 5 day training class in Brattleboro in July. It was suggested that someone from the squad other than David participate in this training.

-David suggested he needs a 2<sup>nd</sup> in Command. The Advisory Board will consider the suggestion.

At this point David left the meeting.

Jerry Barcelow made a motion, Dave Kimball second, to approve the minutes of the May 25 meeting. Motion carried. Minutes approved.

David Palmer gave Jerry Barcelow a letter from a collections agency—perhaps they could help collect some of the past due accounts. Jerry to follow up and get more info.

NEABS would like to come visit the Advisory Board. We decided to wait until we completed work on the Administrator Job Description.

We continued our discussion on the Administrator's Job Description. We agreed it would be good to have further discussions with David Palmer to better understand how much time is spent on Administration and how much time is spent on the truck.

We discussed David Palmer's request on the Non Transport Fees. We suggest the following:

Vehicle Non Transport Fees: \$200

Lift Assist Fees: \$0.00

At 6:48 PM Dave Kimball made a motion to adjourn the meeting, second by Brenda Field. The meeting was adjourned.

**Next meeting is Wednesday June 22 at 5:30 PM at Royalton Town Offices.**