

## **Board Meeting – May 17, 2022**

**Attending** (in person or remotely): Board members Cary Booth, Dinah Davidson, Alina Downer, David Newton, Victor Shawe, and Jackie Lewis (arriving late), and community member Dennis McAvoy

### **I. Call to Order**

President Cary Booth called the meeting to order at 06:34 pm

### **II. Agenda**

Cary requested addition of an after-action review of the BBQ. He then moved to adopt the agenda as amended, and Victor seconded the motion, which passed unanimously.

### **III. Minutes of the March 20 Meeting**

Cary moved to accept the minutes without change, and Alina seconded the motion, which passed unanimously.

### **IV. Reports**

#### A. Fire Chief (David Newton)

1. Operations – none since the March 20 meeting

2. Training

a. Attendance was good at helicopter training

b. Five firefighters took and passed the yearly pack test. Thanks to Jackie, Dennis McAvoy and Rick Beno for their help with this process.

3. Vehicles and equipment

a. Brush 5 is currently out of service, but should return to limited service soon.

b. An engineer from Lone Mountain Communications will come to Portal Rescue on Friday to reprogram all our Motorola vehicle radios, to check the health of our Motorola repeater, and to test the Fire Station's base antenna.

4. Grants

There is no word yet on Mobile Radio application, nor on when we will receive equipment from the County Station Alerting Project.

#### B. EMS Chief (Jackie Lewis – her report read by Cary)

1. May 15-22 is EMS week. Thanks to all of our first responders (EMTs, Fire Fighters and Radio Operators). You are greatly appreciated.

2. PR EMTs have responded to five calls since the Annual Meeting: one ground transport, one refusal of transport, and three helicopter transports.

3. Alina and Carolyn took Rescue 4 to the Garden Party on May 14, where they assessed vitals of some attendees and interacted with community members. Alina reported that they spoke with two people who expressed interest in volunteering with PR – one as a firefighter, and another possibly as an EMT. Conversations will continue.

4. Arizona Department of Health Services (AZDHS) has approved EMT Basics to provide epinephrine via intramuscular administration, and EMTs are receiving training from our base hospital (Tucson Medical Center). After our current epi-pens expire in September, purchasing epinephrine through TMC (in vials and drawn through needled syringe) will cost less than 1/6th of our current epi-pen expense; we will no longer need to purchase two epi-pens in different doses.

5. AZDHS has also approved EMT Basics for monitoring end-tidal CO<sub>2</sub> – a procedure that is recommended but not currently required. To comply, we would need to purchase a new heart monitor with 10 leads (current equipment has just 5), and Jackie has requested quotes from different companies. New equipment costs over \$30K, but refurbished/recertified machines (batteries, battery charger, cables, paper, case, etc.) are available for under \$20K. More information will be available at our next meeting. The new equipment would permit more supportive care for patients with serious medical issues (calls for cardiac care and/or airway support requiring bag mask); such calls are common. Arizona might eventually allow us to monitor cardiac events like New Mexico EMTs do.

6. The Arizona Trauma Conference will be held on June 30th and July 1st, with an additional afternoon of training on June 29th. The per-person cost is \$255, plus the cost of any additional training session. Included in the rate are breakfast and lunch Thursday and Friday, and dinner on one of those days. Lodging would be required for three nights (Wednesday through Friday). Hotels in the area are usually priced over pre-approved reimbursement rates. The Board must approve full reimbursement of lodging rates for EMTs attending the conference or decide on a specific base rate per night. David moved in favor of full reimbursement, and Cary seconded the motion, which passed unanimously. Scholarships are available to cover registration fees, and David will pass the relevant information on to Jackie.

#### C. Treasurer (Alice Wakefield) Report current as of 16 May 2022

##### 1. Assets

Washington Federal: the total value of our Washington Federal account (Rainy Day Fund) is \$34,441.39.

##### 2. Edward Jones (all accounts)

a. The total value of our EJ accounts is \$152,509.42.

b. Components of this total are: Money Market (\$50,654.58), two bonds (Citigroup Global and Canadian Imperial Bank) and three CDs of 2- or 3-year maturity dates (\$101,854.84).

c. Three payments by check are outstanding: \$1,017.48 (Lone Mountain Comm – radios), \$180 (CLIA), and \$145.17 (BBQ expenses, to Jackie)

3. Portal Rescue financial assets total \$186,358.16, including \$750 in petty cash, and all investments.

4. Year-to-date donations total \$7,767.

5. Year-to-date expenses as below:

Chief's Meetings	Dues	EMS Supp & Equip	EMS Trainin g	Fire Pay & Equip	Fire Supp Equip	Fire Training	Fundraisin g	Insuranc e
-	-	1,396.06	-	-	1,393.85	-	-	-
								6,739.00

Legal	Misc Exp	Office Exp	Radio Ops	Structur e Maint	Utilities	Vehicle Ops	Investment Account
-	145.17	824.03	1,397.98		1,187.70	340.74	30,000.00

D. Alice completed and submitted our 2021 taxes electronically on 8 April 2022. Thank you, Alice, for saving us expenditure on an accountant!

E. Member at Large (Alina Downer)

Alina described her experiences at the Garden Party and responded to questions about the new cardiac equipment.

F. Vice-President (Victor Shawe) – nothing

G. President (Cary Booth)

1. An area resident brought up a lack of access to the postal/library area and beyond during musical events at the Café. The narrow road between the Mullens and Jensen residences can be blocked to emergency traffic when vehicles are parked on both sides. A new rock wall under construction may help by precluding parking on one side. Cary mentioned using parking cones on music nights. It was recommended that residents take this up with owners of the Café.

2. Likely damaged by wind, the outer door to classroom is delaminating along its full length on the hinge side. Maintenance is deferred for the moment.

## V. Continued business

A. Classroom rental (in relation to Covid)

The current classroom rental policy will be replaced starting immediately by a policy that confers more decisions and responsibilities on organizers. Cary proposed the following motion, seconded by Victor and passed unanimously:

1. The classroom will be open for events with no restrictions.
2. To promote inclusiveness, organizers are strongly encouraged to request RSVPs and provide feedback to attendees regarding anticipated attendance so that individuals can assess risk.
3. Organizers are free to require more restrictive measures.
4. Classroom policy will continue to respond to changes in the Covid environment.

#### B. CCHC, Inc.

1. Regular Wednesday service by CCHC, Inc. starts tomorrow (May 18).
2. Cary met the doctor at the station on Sunday, gave her the building access code, reminded her to secure door when leaving, and showed her the cleaning equipment and supplies. WiFi was tested. Power will be accessed at the corner of the ambulance bay. David will turn on the water heater.
3. CCHC personnel have permission to use the fridge and microwave so long as items are removed when leaving. They will bring screens inside to establish a privacy area.
4. Victor volunteered to come up if any issues are encountered, and he will check the facility at end of the day.
5. Samantha (CCHC, Inc. organizer) inquired about how to solicit appointments from potential clients. She was encouraged to send out flyers. Walk-ins are okay.

#### C. Change of accountant (see above regarding taxes)

#### D. Ambulance donation

No update, but there has been extensive red tape within NM State government. Cary will check with Jackie to coordinate future communications and determine whether we may help in some way.

#### E. Phonebook

At the BBQ, Bonnie Bowen indicated that progress is slow but steady.

### **VI. New business**

#### A. Chiefs meeting

The decision will be deferred until July (and no later), allowing David time to attend two more monthly Chiefs meetings and to determine whether attendance merits our holding the November meeting with full Thanksgiving dinner.

#### B. BBQ Review

1. Cary thought it went well and thanked all who made it possible.
2. Of the 70-some burgers, just four were left over.

3. It was generally agreed that we should make this a regular event, but that we need to think about ways of reducing congestion in the hallway, and to use paper (not plastic!) tablecloths.

4. The new stickers designed and donated (thanks!) by Michele Lanan were beautiful. In the future, we should send them out with acknowledgements of donations. Jackie will give them to Alice. We could also sell them for \$5 at various community functions.

5. We still have about 50 shirts leftover.

#### C. Tree-trimming around antenna and power line

David has mentioned this to Shane Burchfield, who has equipment and consented to do the work this week. However, it was decided to have Jackie call Columbus Electric to trim around the power line (and they did so on the following day). We should also watch the Fiberoptic line that comes to the building through a bush.

#### D. Next meeting

The next meeting was scheduled for July 14, at 3:00 pm AZ time. **(Note afternoon timing.)**

### **VII. For the Good of the Order**

#### A. Blood drives

1. Twenty-five units were collected last week.

2. The next blood drive will be held on August 19, from 10:00 am until 3:00 pm.

#### B. Community open microphone (no takers)

### **VIII. Adjournment**

Cary moved to adjourn at 8:13 pm, and the motion passed by acclamation.