

**NCSEMSTC Executive Committee Monthly Call**  
**Tuesday, March 24, 2005 • 3:00 p.m. Eastern**

Meeting Record

**Executive Committee Members Present**

Russell Crowley, Chairman  
Dwight Corning, Past Chairman  
Joe Ferrell, Treasurer  
John Gosford, Vice Chairman  
Tawni Newton, Secretary  
Dale Hill, Parliamentarian

Laurence Gration, Executive Director

**1. Call to Order**

Russell Crowley called the meeting to order at 3:02 p.m.

**2. Reports**

*2.1. Task List Update*

Verbal report that task list was up to date was given. No outstanding issues

*2.2. Financial*

Reports circulated and accepted Mr Gration to research and report to next meeting current membership payment status

*2.3. Management Report*

Verbal report on progress and activities given

*2.4. NHTSA*

No report available at this time.

**3. Old Business**

*3.1. NCSEMSTC Strategic Planning Meeting*

Mr Crowley again thanked the EC for their cooperation and support. He reported that he would draft letters of thanks for all persons involved and would be sent to office for distribution.

Mr Gration led discussion on the reports circulated and the process. It was noted that while the initial deadlines had been missed, we were not far behind and could now catch up. Mr Gration suggested that of the documentation that had been researched and circulated, the Directors model of membership was the most appropriate he had found.

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It was suggested that to allow the planned timetable, the EC should personally contact members of the NHSTA, Directors and Educators and ask three simple questions to the base for formulation for a proposal to the larger group of Liaison organizations would be developed.

EC are to forward suggested questions to Mr Gration by Monday March 28, he will distill and circulate on the 28<sup>th</sup>, EC to contact identified persons by 1 April, and report back. Mr Gration would then circulate findings and develop proposal for moving to next step of getting options available for consideration.

This would have the EC back on time track as determined at Mid Year meeting

Mr Gration reported that he had done preliminary inquiries on the costing for development of the website to include a member's only section and a bulletin Board. Initial enquiries are that the current site and host are not capable of such additions, thus the cost increases may be substantial.

Mr Gration suggested that other options may include having a member who is interested doing it as a volunteer job, or that a State may be able to host and/or develop within their system. No decision on this was made; Mr Gration will continue to investigate commercial options.

### *3.2. NREMT*

#### *3.2.1 "Michos Letter"*

Mr Crowley reported that Ms Michos had replied to the original request for information on the rejection of Council nominations for registry, and other issues, superseding the need for the mail campaign agreed to attend the mid Year Meeting.

Letter was read and discussed. It was agreed to follow the steps within the letter, with Mr Crowley attending as a Liaison at the June meeting (at Registry cost), and the forwarding of two new nominations for the position of Council representative by 1 May 2005. Mr Gration is to re-circulate the request for nominations ASAP, with responses by 15 April (changed from original 1 April deadline), allowing then two weeks for EC selection if necessary. Nominations are to include CV and nominations letter.

Mr Crowley will draft letter to Ms Michos and Mr Brown outlining the Councils position, and accepting the offer to attend as liaison

It was highlighted that the possibility of the Council being voted off the registry board was still a possibility, and would be monitored at the June meeting.

#### *3.2.2 Liaison representation in San Antonio*

Mr Crowley reported that Mr Bill Brown had requested attendance at the Annual Meeting to make two presentations

1 the presentation on Computer Based Testing that has been presented around the country, and has now been improved and refined

2 a separate meeting to a separate committee ("a side bar meeting") where representatives of the council could then act like liaisons to the larger council meeting.

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It was agreed that the Council would prefer the regular meetings of Liaison Report and CAT report on Tuesday, and would request the opportunity to have Mr Brown answer question coming from the floor, as was the practice in years past.

Discussion took place on whom, if the registry pushed for the side bar meeting, would attend. It was agreed that there was no need to form a new committee; Certification Committee would take this role.

#### 3.3. *EMT SOP*

Mr Corning gave brief oral report in the steps taken and the progress.

- Committee had met in Falls Church Virginia
- Model has been changed based on input
- Gained more input than expected
- As expected, it was the levels that caused most concern
- Draft 2 is now in development and will be available for comment by 1 April
- Comments will be expected by 1 June
- Task force will meet again 16 June to discuss
- Final version to be available in September

Discussion took place, and it was agreed that the implementation was not the issue for the SOP, but they are mindful of the implications on Council members. It was raised but not resolved as to whether the Council should make application to the NHSTA alone or jointly with Directors on implementation role.

Mr Corning was asked if he would be able to present report of EMT SOP to the meeting. Was recommended that report come from Principle Investigator, failing that someone from the task force from outside the Council, failing that Mr Corning would be available

#### 3.4. *Articles of Incorporation/IRS*

Mr. Gration reported that there had been no additional activity of this matter, and that he would now follow up to find the exact status of the application

#### 3.5. *San Antonio Meeting Update*

##### 3.5.1 *ASMI Presence*

The question was raised as to how much involvement ASMI would have at the conference and leading up to. Mr Gration reported that he was unaware of the details of the past, but was aware that a new contract had been signed that limited his involvement. Mr Gration suggested that a meeting between Mr Crowley, Mr Gosford, Mr Gration and Ms Beth Armstrong should take place to make clear the roles and responsibilities. Ms Newton stated that she would be able to take on much of the role of ASMI in the past, and do the “leg work” with EC support.

Mr Corning and Mr Gosford agreed to liaise with Joanne and Linda from NAEMSE to establish what their role would be. It is currently understood that they would be assisting with rooming, and hotel etc liaison, but by meeting start they would no longer be present.

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It was agreed that on the 29<sup>th</sup> or 30<sup>th</sup> of March, Mr Crowley, Mr Corning and Mr Gosford would meet with NAEMSE to develop the relationship and understand the roles and responsibilities.

#### 3.5.2 *Meeting up-date*

Joanne Friel had suggested that meeting should start Sunday – thru Thursday. However, it was shown that at the 2004 meeting it was voted (motion 2/draft 4) to maintain the traditional format, with preliminary meetings starting on Sunday and conference proper starting on Monday

Mr Crowley also reminded the Conference Committee that it would need to make proposal for 2006 and prepare report for meeting, including choice between holding conference with NAEMSE, or some alternate plan.

All were reminded that it up to the EC “to make things happen”.

## 4. New Business

#### 4.1 *Paul Smith’s Annual EMS meeting*

Mr Crowley reminded the EC that Mr Smith has offered at the Mid Year Meeting to hold a Council and/or EC and/or Mid Year meeting in conjunction with his meeting, 17-18 March 2005, in Connecticut. Discussion of the arrangement that presentations would be required in exchange to costs being covered.

Was agreed that there were both benefits and risks involved in accepting the offer.

Was agreed that Mr Crowley would report to Mr Smith that EC already has plan for Mid Year meeting, but that: 1) he should feel free to approach EC members directly for presentations, and 2) plans may change after September meeting.

#### 4.2 *Roll Call Certificate*

A certificate is to be signed for the NH Fire Academy and made available to the September meeting. Mr Gration to investigate availability.

#### 4.3 *Liaison with Directors*

Mr Gration was asked to speak to Ms Armstrong and see what activities the NAEMSD have on their agenda that the Council may be able to liaise on, or any papers etc where a joint response may be possible.

## 5. Next Call

April 21. The time of all calls are 3:00 pm Eastern Time.

The call in information is as follows: DIAL-IN NUMBER (208-846-8863); PASSCODE (827).

*Meeting record submitted by Laurence Gration, NCSEMSTC Executive Director.*

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