

MINUTES
NCSEMSTC EXECUTIVE COMMITTEE
December 12, 2000
Teleconference

Members in Attendance

Ed Kalinowski (HI)
Dwight Corning (ME)
Michael O'Keefe (VT)
Jim Shedd (WV)

Members Absent

Ed Batsford (RI)
Larry Weber (ND)

Chair Ed Kalinowski called the meeting to order at 2:03 P.M. Eastern time.

First item discussed was the partnership proposal with the EMS-E. Ed K. has been in contact with Andy Trohanis (MD) regarding this. Andy sent a draft copy of the proposal. Ed stated that it was his understanding that Jones-Bartlett Publishing will be managing the funds. The Council will bill incrementally for work completed on the project. Andy stated that if the workload overwhelmed the Council, he could possibly find some outside resources to help with the project. Ed has asked Andy to continue leading the Council's efforts on this project.

Since our last meeting, Ed has also talked with Dave Bryson of NHTSA regarding completed and ongoing Council projects. Dave stated that NHTSA has not been billed for any work on the comparison document. He is going to make copies of the documentation, including invoices, on projects that the Council is currently working on and the ones that have been completed. He will mail these to Jim and Ed. Upon receiving these documents, Jim is going to fax this information to the rest of the EC. Dave said the Council can still bill for the work. Ed has a concern because a follow-up audit would be conducted after DOT receives the invoice and the Council will need to submit receipts. However, there is some question about the availability of the receipts.

In a related matter, Mike has contacted Liza Burrill (NH) regarding the comparison document. Work on this document still has not been completed. Liza explained to Mike that some unforeseen events have delayed her from being able to work on the document. Mike is going to follow-up with her after the holidays to see if he can assist and expedite the completion of this project.

Ed reported that he has asked Steve Mercer (IA) and Ken Threet (MT) to be the candidates to replace Eldon Sewell (MS) as the Council's liaison to the NREMT. Both agreed and will be submitting a CV so the NREMT can review and make their selection between the two Council members.

The Council has received final notice from the company handling the mail service. At the last EC meeting, it was the group's decision to extend the service contract for an additional three months. Ed has notified Ed Batsford to issue a check for the continuation of service. Jim asked about the feasibility of obtaining a PO Box at a convenient location for one of the members of the EC, then that member forward the mail to the appropriate person. Dwight gave a historical perspective of having a company handling the mail. The best reason is that it assures the Council consistency with their mailing address. Again, the group decided to extend the current contract. This will be one of the functions contained in the RFP for a management firm.

Dwight has been trying to contact Dia Gaynor (ID), President of the NASEMSD, concerning their management firm. However, she has been out of the office recently. It was agreed that EC members would continue their task of researching items related to contracting a management firm for services and report back at the next meeting.

Jim has been trying to contact Mike Aramcost so he can get some updated information posted on the Council's website. Mike's office has underwent a recent move which has made contacting him difficult. Jim is going to continue in his efforts. In the meantime, Jim has made an e-mail directory based on the Council's Member Mailing list and will continue to contact members via this route until a determination can be made on the status of the list server.

Next EC meeting is scheduled for Monday, January 8, 2001 at 2:00 P.M. E. S. T.

Meeting adjourned @ 4:00 P. M. Eastern time.