

SOUTHEASTERN COLORADO REGIONAL EMERGENCY TRAUMA ADVISORY COUNCIL
EXECUTIVE BOARD MEETING June 28, 2011 Lamar Fire & EMS Office

Roll Call: Members present included Marshall Cook, Rick Hartley and Eunice Weber. Members using phone conference: Cheryl Brewer, Larry Reeves, Tobe Allumbaugh and Gary Gibson. Coordinator Mike Merrill was also present. As of June 27, 2011, Gary Cox has resigned as Treasurer and Larry Reeves resigned as Chair, but will remain on the Executive Board.

Review and Approval of Biennial Plan 2011-13: Everyone stated they had reviewed the draft of the Biennial Plan written by Mike finding some typographical errors that need to be corrected. Marshall stated on Goal #5 page 22 the title needed to be in bold letters. Larry stated the plan is following the template, he has some concerns about some of the goals, does not feel its something we can follow through with, but with such short time needs to be submitted as written. Cheryl made a motion to except the plan as written with technical changes made, Marshall seconded the motion. 6 yes votes and 1 no vote

Review and Approval of FY11-12 SECRETAC Budget for EMTS Office: Changes were made to the draft budget with advice from the Council and Treasurer Gary Cox at the full council meeting June 22nd. Marshall made a motion to approve the 2011-2012 budget as written with these changes, Eunice Weber seconded the motion. Motion carried. Separate documentation needs to be submitted justifying our funds carried forward stating why we have not used the funds. Mike provided the report . PO # 115930 \$8750.00 for our Regional Medical Director is done deal documentation for the report is due now.

Review of By-Laws: The Committee reviewed appointments and vacancies, PO signature /Authority. Marshall suggested the vacancies be open to the council. Mike recommended we have a Committee for nominating officers. Maybe the Executive Committee could make nominations and bring to the Full Council for voting. Cheryl made a motion for Rick Hartley to be our Interim Chair and Marshall Cook interim Treasurer with assistance from the executive committee, until the Council could vote on the office vacancies. Eunice seconded the motion. 4 yes, 1 no and 1 abstain

A discussion was held concerning a job description for the Coordinator. Marshall, Rick and Eunice will check records for this document. Eunice stated Mike would like the Council to do an evaluation of him and how he is doing his job, so he knows where to improve. We will obtain forms to do the evaluation; the executive board will do the preliminary evaluation and take it to the Full council.

A discussion was held concerning how to get financial items to Deni, a better method. We could have Mike scan the POs; send to everyone before the bill are paid so we have a paper trail of what has happened.

Mike Merrill requested annual leave (July 8, 11 & 12) and August 8-12th. Marshall made a motion to approve Mike's request for annual leave, Cheryl seconded the motion. Motion carried.

Meeting adjourned.

Respectfully submitted by:
Eunice M. Weber SECRETAC Secretary