



The Metro CISM Team • 7809 Southtown Center, 174
Bloomington MN 55431 • 612-207-1130
"We serve those who serve others."

2015-2016 Metro CISM Team Board of Directors' Retreat
Sunday 16 August 2015
1000-1400 hours

MINUTES

- i. Welcome - Called to order -10:15
- ii. Introduction of Board Members

Present: C. Becker, M. Glassberg, D. Brown, M. Vandervort, B. Seamon, R. Flaten, J. Meuwissen.

Excused: J. Seidl, J. Grosekreutz, M. Albrecht, M. Passig
 - a. Roster – *Updates made to some addresses*
- iii. Review of By-Laws, Articles of Incorporation, Team Organization Chart and Mission Statement – *packet*
 - a. Articles of Incorporation – Reviewed
 - b. Registration with the Secretary of State completed by C. Becker
 - c. By-Laws- Reviewed and no changes needed
 - d. Team Organizational Chart- Reviewed and no changes
 - e. Mission Statement- Reviewed and no changes
- iv. Review of 2014-2015 Minutes to consider Team progress – *packet*
 - a. Successes –
 - Same consistent revenue source income
 - Services and training to Public Safety Community
 - Active 911 working well for page outs
 - Promotional items a positive influence
 - b. Challenges –
 - Debrief Training video, but in the works
 - Maintaining Corp of active members
 - Member's response to Active 911

-Bringing on more MHP to assist with services

Motion to accept minutes-B.Seamon

Second by: M. Vandervort

Unanimous acceptance

- v. Board Member Annual Forms
 - a. Conflict of Interest – *packet*
 - b. Review of Board Member Duties – *packet*
- vi. Elections
 - a. Discussion of Current Positions
 - i. Chair – Mike Glassberg/Corrine Becker
 - ii. Vice Chair – Debbie Brown
 - iii. Secretary – Rich Flaten
 - iv. Treasurer – Joe Meuwissen
- vii. Executive Reports
 - a. Co-Chair – Nothing to Address
 - b. Vice-Chair-Nothing to Address
 - c. Secretary-Nothing to Report
 - d. Treasurer-Refer Below
- viii. Finances
 - a. Agreement to pay bills for June and July 2015
 - i. Accept 6/30/2015 Treasurer Report – *packet*
Consent to accept report and pay bills-B.Seamon
Seconded by M.Vandervort
 - b. MESB contract update
 - c. Current State of the Team Finances – Treasurer
 - d. Discussion
- ix. Training Coordinator Update
 - First 90 Minute training going well. Look to expand
 - Developing OIS training
- x. Volunteer Management
 - a. Numerous members having problems with team commitment.
Discussion of member's performance.

- xi. MHP
 - a. Looking for more members with MHP experience
- xii. Volunteer Appreciation
 - a. Ideas are still open for was to appreciate the hard work that members do all year long.
 - b. Discussion on appreciation for monthly work and review process
- xiii. 2015-2016 Goals
 - a. OIS pre-incident training
 - b. 1st 90 Minute training hosted by Team
 - c. Recruitment of Firefighters & MHP
- xiv. For the good of the Team
 - a. Encourage more EMS participation in services
 - b. January Retreat???
- xv. Adjournment: 13:45
 - Motion made: J. Meuwissen
 - Second: B. Seamon
 - Unanimous vote

Submitted by: Rich Flaten – Secretary