

Wapello County Emergency Medical Services Advisory Council (EMSAC)

Minutes from the meeting that was held on August 4th, 2025, 6:00pm at the Wapello County EMA office.

Attendance: Lori Reeves, Bryan Ziegler, TJ Millikin, Mark Frymoyer, Athena Sears, Tom Maher, Bill Hoffman Jr., Peter Rieter, Amanda Hull, Jean Dell, Troy Pilcher, David Cronin, Sean Canto, Chad Drury, Tim Richmond.

The meeting was called to order by Tim Richmond at 1801.

1. Roll call: See above for the members that were present; absent from the meeting was Loren McIntosh; Dr. Douglas Lyssy; Cindy Hewitt; and Mike DeWild.
 - New members: We were introduced to the 2 new members that are filling the Community at Large vacancies: Tom Maher and Jean Dell: both have history of serving on different boards throughout Wapello County; Tom has been with the Elk's Association for years and Jean is retired from the Iowa Department of Human Services.
2. Adopt Council Bylaws: prior to adopting the bylaws some changes were motioned to be made and they are listed as followed:
 - Article IV Section 9. Quorum
 1. A quorum at the council meeting shall consist of the members of the council membership that are in attendance. A minimum of 7 Council members is required to conduct Council business.

Tom motioned to change this from 7 members to 8 members. Bill Seconded this change and all were in favor.
 - Article III Section 2. Members of the Wapello County EMSAC
 1. Changing the wording from Retired local physician to Any Local physician.
 - Article III Section 6. Duties of the Officers
 1. Changing the wording from president to Chair as there is mistypes in the entire section.

Peter motioned to change edit the wording. Mark Seconded this change and all were in favor.
 - Article III Section 7. Voting

Adding #4: In a change that there is a tie when voting this will be considered a No Vote.

Bill motioned to add this to this section. Tom seconded this and all were in favor.
 - Article II Purpose and Objectives

Modify the wording on #6 and at a #7

#6 will now read: Recruit individuals into EMS to ensure adequate staffing.

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#7 will be: Continuing Education and trainings are offered to meet certification and recertification requirements.

Lori motioned these changes. Bill seconded and all were in favor.

A motion was made by Mark to approve the By-Laws as adhered. Jean seconded this motion and all were in favor.

3. Develop and adopt a Council Mission Statement:

Wapello County EMSAC's mission is to develop an enduring EMS system that reduces suffering, disability, and death caused by injury and illness, while ensuring access, quality, and affordable out-of-hospital EMS for all residents of Wapello County.

Peter motioned to adapt this mission statement. Bill seconded this motion and all were in favor.

4. Identify gaps using the 2025 System Standards Assessment and knowledge of other current issues (Tab 2 in binder):

Tonight we worked on Sections 1-4 core of system delivery these are founded by a tool given to us by state to see how we grow as a county and what our needs are to provide to the citizens.

Tim has sent out the SWOT analysis that we worked on with this in a separate email. Please let him know if you did not receive this.

5. Schedule sub-committee meeting to review data reports: dispatch calls received, ambulance delays, EMS education program enrollment/graduation. This sub-committee will be made up of Lori Reeves, David Cronin, Mark Frymoyer, Tim Richmond, and TJ Millikin.

They will be meeting on August 22nd and September 3rd at 1300 at the EMA office.

6. Schedule next meeting date:

Next meeting will be held on September 8th, 2025 at 6:00pm at the EMA office

Next meeting we will be signing the by-laws; electing officers and begin working on our goal list.

7. Adjourn:

Amanda motioned to adjourn the meeting at 2031 and this was seconded by David and all that were still present were in favor.