

**PIER Committee Meeting Minutes**  
**July 8, 2015**

Attendees: Donna Bailey, Mindy Johnston, Deb Curran

1. Welcome
2. Clarifications or corrections to previous meeting minutes
3. Mission/Vision for PIER to help team and others know who we are and what we do
  - a. Team decided to hold off on doing this right now. Donna to put together a Mission statement and send to team to discuss at the next meeting.
4. Mindy brought a question to the team from Dr. Cushman: What, if anything, can we do on our website to recognize providers, the community, or otherwise promote all that PIER is trying to do? Team brainstormed this question, some ideas were:
  - a. For providers, possibly do a “Feature” section on the website for “Provider of the Month”, which would also get leaders used to recognizing their people and increase the number of applicants for the annual awards. Brockport Ambulance has a nice recognition of members on their FB page.
  - b. For community, highlight which agencies provide CPR, BP Clinics, Loan Closet, Car Seat Inspections, etc.
5. Mindy to develop short survey to go out to agency leadership regarding what community programs are offered by them and what they do to reward their members. She will send out to team for final review.
6. Next meeting: Wednesday, August 12, 8:30 a.m. via GoToMeeting

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeeting.com/join/602580909>

You can also dial in using your phone.

United States: +1 (872) 240-3212

Access Code: 602-580-909

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Action Items

<b>Who</b>	<b>What</b>	<b>By When</b>	<b>Status</b>	<b>Outcome</b>
Team	Decide how often to meet	5/20	✓	Monthly, 2 <sup>nd</sup> Wednesday, 8:30-9:30 a.m.
Mindy	Send GoToMeeting invite for monthly meetings	5/22	✓	
Donna/Deb	Send vendor addresses to Mindy so she can send thank you letters	5/26	✓	
Mindy	Send thank you letters to vendors. Letter to include next year's event date & any vendor specific requests	6/10	✓	All sent except bounce house vendor did not respond to request for address to send one
Deb	Send her picnic pics to Dropbox	6/10	✓	
Team	Set dates for award packets sent to participants and deadline for receipt of 2016 regional award applications	6/10	✓	Award packets sent: 1 <sup>st</sup> week of January Deadline for applications: March 1, 2016
Donna	List donations in picnic budget document so we can keep track of monies saved also	6/10	✓	
Donna	Send URL of SC PIER Team webpage to Mindy & include as "homework" for team to review & try to create our own mission & vision at July meeting	6/11		<a href="http://scpierteam.org/">http://scpierteam.org/</a>
Team	Review SC PIER Team webpage so we can create our own mission & vision at July meeting.	7/8		
Mindy	Develop short survey to go out to agency leadership regarding what community programs are offered by them and what they do to reward their members. She will send out to team for final review.	7/17		
Donna	Put together a Mission statement and send to team to discuss at the next meeting	8/12		
Team	Design survey for regional EMS agencies & hospitals, asking what they perceive barriers to be for sending applications for award applicants. Include specifics, such as: <ul style="list-style-type: none"> <li>• <i>Would you use technical writing assistance, if it was available to you?</i></li> </ul>	9/9		

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	<ul style="list-style-type: none"> <li>• <i>Would monthly reminders help?</i></li> </ul>			
Team	Brainstorm ideas on how to increase number of applicants for awards	9/9		
Team	Talk about feasibility of PIO Group in region	9/9		
Donna	Check with NEG Chair about criteria being developed for businesses to give EMS personnel discounts for services	10/7		
Mindy	Contact Karen Knauf for contact names/numbers for possible EMS Week Kickoff Event donations	1/20/16		
Team	Make personal visits to regional agencies to promote regional awards and offer assistance in writing submissions	2/1/2016		