**R/C MERT E-BOARD AGENDA: 09/15/15**

**Operations:**

* Update Charting Forms in office
* Tuberculosis – TB review at GMM
* Swipe access is back! Thank you Lt. Reed
* Key FOB – not working

**Training:**

* Protocol Training – do it, email DOT with questions.
* HIPAA and BBP Training at GMM – GMM is mandatory, can’t take shifts until you do this
* In-service this weekend – before GMM
* Committee for NMOP – sending out an email about it later

**Secretary:**

* 71 Applications

**Public Relations:**

* American Diabetes Association Monday Miles starting 9/21 @ 1630
* T-shirt order form update -- fill out order form online (see email I sent in August)!! Remember these shirts make great gifts for parents/ siblings :) Money will be collected at GMM on 9/20 - please bring $15!
  + Only cash

**Equipment:**

* Printer – will be discussed at GMM
* MCI bag – props to jonesy for this idea
* Orange bags – we’re going to replace them
* Oxygen bag – in discussion
* Temperature strips – expired in 2004, they’re gone
* Scoop Stretcher – we are going to get a new one, calling Leven
* Radios are screwed up
  + Need chargers for bunkroom

**Webmaster/Scheduler:**

* Alumni Information – in progress
* Weekend shifts – take them

**QA/QI:**

* Standardizing “no”
* EMScharts is not supporting Windows XP anymore