

Monroe-Livingston Regional EMS Council Meeting
November 19, 2007

| Members Present | Members Absent | Guests |
|---------------------|-----------------|---------------|
| Adam, Sheri | Campbell, Randy | Batty, Darrin |
| Bishop, Paul | Connolly, Marc | Bortle, Jason |
| Chalupa-Breese, Sue | Czapranski, Tim | |
| Coyle, Tom | Meath, Joe | |
| Erb, Steve | Russotti, Rick | |
| Faugh, Bob | Shmigel, Boris | |
| Frost, Tim | Stamps, Deb | |
| Halldow, John | Tripp, Dick | |
| Jordan, Julie | | |
| Krueger, Chuck | | |
| Leven, Dave | | |
| Lloyd, Jan | | |
| Rueckmann, Erik | | |
| Shah, Manish | | |
| Sheahan, Bill | | |
| Tornstrom, Mark | | |
| Williams, Gwen | | |

1. Call to order
Reminder that we are being web-cast, please enunciate and speak up
2. Approval of minutes – Motion by Faugh, Second by Frost, motion carried
3. Correspondence –
letter from the Department of Health that East Rochester Volunteer Ambulance Corp Inc. does not meet the fitness and competency standards. And there's one specific issue that needs to be resolved that they are working on. But I'll share that correspondence with the rest of the council.
4. Reports of Officers
 - Chair and Exec – Paul Bishop**
 - Executive committee did not meet.
 - Discussion on meeting dates for 2008, will meet 3rd Monday of the following months: Jan, Feb, Apr, Jun, Aug, Oct and Dec at 4pm at PSTF. Everyone to keep the other months open in case of the need to schedule extra meetings. Motion by Shah, second by Faugh, motion carried
 - Contract with U of R – motion to renew contract this year and review contract for in February for next year, Motion by Tornstrom, second by Sheahan, motion carried.
 - Vice-Chair – Mark Tornstrom**
 - No report
 - Secretary – Sue Chalupa-Breese**
 - No report
 - Treasurer – John Halldow**
 - RFP done except for adding a date, plan to give 4 weeks to return RFP
 - Audit completed
 - Audit firm reviewing policies for free, have heard nothing back yet
 - Continue to work on STAT payment, may need to have attorney write next letter since we have heard nothing from them
 - Medical Director – Manish Shah**
 - No report.

Office Manager – Sheri Adam

- The auditors suggested creating additional policies and procedures – the list will be forwarded to the NEG committee.

5. Committee Reports

Training Committee – Dave Leven

- Motion to accept policies and procedures for training committee with one change - page two, policy number 1.7 - will be held minimally six times per year and these dates will be posted on the MLREMS website. The chair reserves the right to change the meeting date or add additional meeting dates upon situations that might arise during the year. When a meeting date is changed or added, the website will be updated and an email notification will be sent to all agencies in the MLREMS system along with the entire MLREMS council and training and Ed committee. Motion by Shah, second by Chalupa-Breese, motion carried. Thanks to Steve Erb who did a lot of work on these policies.

Best Practices – Julie Jordan on behalf of Randy Campbell

- Survey sent to agencies to find out areas that need attention
- Next meeting Dec 10th, 2:30pm at PSTF

Next Generation PCR – Manish Shah, Sheri Adam, Bill Sheahan

- 33 agencies up with some form or another of electronic charting. We have a couple that won't be up by the end of December and have expressed that to us.
- need to determine what to do about data that will be lost from agencies that won't be live with their new system until after the 1st of Jan.
- working on integrating different vendor's information into one report for the region – need to put a committee together to look at best practices for the region
- checked with all agencies in the region regarding faxing PCRs to the hospitals – 3 not doing it at all, but are now faxing as required. Some auto-faxing, some agencies manually faxing, all hospitals should be getting PCRs now.

PIER Committee – Erik Rueckmann

- working on getting applications up on the website

NEG – Paul Bishop on behalf of Marc Connolly

- election for open seats – winners:
 - At large – Randy Campbell
 - Ambulance – Monroe County – Tom Coyle
 - At large – Jason Bortle
 - Special Interest – FR agency – Darrin Batty
- State of officers – nominations
 - Chair – Paul Bishop
 - Vice-Chair – Mark Tornstrom
 - Secretary – Tim Frost
 - Treasurer – John Halldow, Marc Connolly
 - Open nominations at the December meeting as well
- NEG Committee working on new policy to ensure appropriate notice for meetings, will be discussed at December meeting

REMAC – Mark Tornstrom

- No report

Systems Committee – Mark Tornstrom on behalf of Tom Coyle

- CON updates
 - Kodak – have no new information
 - East Rochester – received notice from state about problem with fitness and competency East Rochester working on it
 - Dansville – will be sending in an application soon
 - North Greece – motion to vote on completeness of application, roll call vote - unanimous

6. County and Representation Reports

Livingston Co – Bill Sheahan

- EPCR- will be using emsCharts- county is assisting with non-billing agencies

Monroe Co – Paul Bishop on behalf of Tim Czapranski

- Alternative destination – volume lower than anticipated, continuing to refine process

Monroe Co Advisory Board – Boris Shmigel

- No Report

Monroe County LEPC – Paul Bishop on behalf of Tom Coyle

- Nothing for this body

State EMS Council – Paul Bishop on behalf of Tim Czapranski

- State meetings Dec 11,12

7. Old Business

Nothing

8. New Business

EMS Summit – planning for January

9. Next meeting

December 17th. 4pm, PSTF