

Monroe Livingston Regional EMS Meeting  
July 15, 2013  
Meeting Minutes

Call to order – Mark Tornstrom

Chair Report – Mark Tornstrom

- Motion to approve the June minutes? All in favor? Opposed? Motion passes.
- NEG Chair, Reg Allen, is stepping down from his position
  - Peter has offered to assume the position with assistance from Reg
- Tentative Chair of the PIER Committee
- System Ops Chair is Lee Collier

Correspondence:

- Three State Actions
- Resignation letter from Jennifer Levey
- Letter for reprimand for failure to follow State policy re: the Union Hill CON
- Report sent out about a week ago via Ben Sensenbach
  - Was not from an official TAG from the region or county
  - Just a discussion that started in May with several agencies
  - Group has had five meetings
  - Developed recommendations to help streamline information through E-charting
  - Best way to approach this is with a system policy vs. an advisory
  - Part of this is built off a project done with Monroe County First Response agencies earlier this year in trying to standardize the EMS Charts PCR that's used by all of our BLSFR services
  - Thank to Jim Cassin for doing a huge amount of work on this
  - Would like to standardize our language in the Monroe-Livingston Region, as we have over 100 different agencies with different definitions of what outcomes are
  - Data Dictionary – most important part of this project
  - Would like to take this report to Protocol & Policy as a living dynamic document – would also require our usual public comment period
  - Motion to accept the submission & time for public comment and action at the September meeting? Moved.
  - Draft policy will be out with 30 days, such that a vote can be done at the September meeting
  - All in favor? Opposed? Abstentions? Carried.

Vice Chair Report – (Open Seat)

- No Report

Secretary Report – Mark Philippy (Absent)

- No one is in violation of the attendance policy

Treasurer's Report – Reg Allen

- Sent out report for review
- State continues to pay
- Continue to be in compliance with our contract with the University and continue to make payments – things are good financially

Medical Director Report – Manish Shah, MD Jeremy Cushman, MD

- Nicoletta is expecting her second child in mid to late September
- We will have a temporary staff member covering her position with a transition period
- Ben will be in the office and he and I will be able to assist where needed
- Contact Nicoletta sooner rather than later if you need something

#### Program Agency Report – Benjamin Sensenbach

- Continue to support all committees as needed
- Quarterly report was sent out last week without vouchers, as we don't have ledgers yet
- Contacted the State to tell them vouchers would be sent separately
- Website project is moving along
- Collecting numbers from course sponsors so that we can submit our regions number for the training budget

#### NEG Report – Reg Allen

- Background check policy was sent out to everyone for review
  - Has been vetted by the lawyer
  - Motion to accept the background evaluation policy and background check worksheet
  - Seconded by Tom Coyle. All in favor? Opposed? Abstentions? Carried.
  - Everyone will be checked under this policy
- Lawyer still has the finance policy
- Election – some concern about how the candidates were accepted
  - The goal in updating the bylaws was for NEG to have enough time to review candidates & make sure they all fit into the appropriate representative class & then produce the ballot
  - On May 18<sup>th</sup>, an email was sent out which listed all open positions and a due date of July 5<sup>th</sup> for those who were interested in applying
  - A whole group of people sent in applications after the deadline
  - Only two candidates were qualified: EMS at-large position & Community Member, so they were put on the ballot
  - Anyone who did not turn in their letter & certification from their employer/agency, was not put on the ballot, because they were disqualified
  - Only inconsistency with the by-laws, is that 10 days were given from the published date (of the email) to meet the deadline, instead of 10 business days
  - Two options: accept the ballot as recommended by NEG or don't accept and wait until September
  - By-laws may need to be amended in order to close a loophole
  - Open seats will be solicited again and we will vote at the September meeting

#### PIER Committee – Mark Tornstrom

- MLREMS award winners will be sent to the State for consideration in the State Awards

#### REMAC – Manish Shah, MD (Absent)

- No quorum, so REMAC is cancelled
- REMAC was going to look at the Mutual Aid TAG Report and the clinical relevance of having the nearest most appropriate ALS or BLS unit responding to a call
- Will be discussed at the September meeting

#### Systems Operations Committee – Lee Coller

- The Mutual Aid TAG will have a Go-To Meeting in August – all are welcome to attend
  - Announcement to be sent out via e-mail
  - This will be an opening meeting to discussions within the System Ops Committee

#### Training & Education Committee – Mark Tornstrom

- Committee is developing a kind of template for CICs
- Could potentially be a template for the State to utilize
- CLI course to be offered sometime in the late fall
- CLI certified instructor update to be scheduled in the fall as well
- Scores coming back from the last State test seemed to have dipped; higher failure rate than the initial courses. Overall our region does well.
- CIC candidates don't require regional approval anymore

#### Livingston County Report – Karen Dewar

- No report

#### Monroe County Report – Tim Czapranski

- Next Special Operations Paramedic class begins in September
  - Up to 20 students will be accepted; Deadline to register for the course is August 14<sup>th</sup>
- Haz Mat IQ class will be on October 22<sup>nd</sup>-23<sup>rd</sup> from 8am – 5pm at PSTF
  - 10 seats currently open; Must be a paramedic to apply
- Trunk radio system testing has been completed by Harris
  - Individual agency testing is now underway
  - Each agency can get an account with Web EOC; Contact Fred Rion

#### State EMS Council – Tim Czapranski

- Next State Meetings will be held in Troy on:
  - Wednesday & Thursday, October 2<sup>nd</sup>-3<sup>rd</sup>
  - Tuesday & Wednesday, January 14<sup>th</sup>-15<sup>th</sup>

#### Other News

- As everyone say in the correspondence, we will be conducting a Roll Call Vote in regards to the Union Hill Transfer CON in order to be in compliance with NYS

The following individuals answered “Aye” or “Yes”:

Reg Allen, Bill Arnold, Tom Bonfiglio, Lee Collier, Tom Coyle, Jeremy Cushman, Tim Czapranski, Karen Dewar, Julie Jordan, Elizabeth Murray, Peter, Mark Tornstrom, Gwen Williams

The following individual Abstained:

Tom Kirchoff

- LAPC – The Office of the Asst. Secretary of HR National Highway Safety has released a draft white paper for innovation opportunities for emergency medical services
  - The document to open to comment; will send link to usual group
- MCC has submitted their course renewal – requesting certification for EMR, EMT, and Paramedic
  - Not holding AEMT or CC courses at this time
  - Motion to accept the course renewal? Discussion? All in favor? Opposed? Abstentions?
- Next meeting will be on September 16<sup>th</sup> in Livingston County