

# MLREMS Executive Committee Meeting

## Meeting Minutes

<b>Subject</b>	<b>MLREMS Executive Committee</b>	<b>Meeting Notes : Dates</b>	<b>09-12-2011</b>	
<b>Facilitator</b>	Mark Tornstrom - Chair	<b>Time</b>	08:30AM	
<b>Location</b>	GoTo Meeting	<b>Scribe</b>	Tim Frost	
<b>Attendees</b>	Mark Tornstrom; Tim Frost; Jeremy Cushman; Tracy DeMarse; Reg Allen; Dick Tripp, Paul Bishop, Darrin Batty			
	<b>This workgroup's responsibility is:</b>			
<b>Key Points Discussed and Action Items</b>				
<b>No.</b>	<b>Topic</b>	<b>Action Item(s)</b>	<b>Resour ces</b>	<b>Target Date</b>
<b>1</b>	<b>Chairperson (Mark Tornstrom)</b> <ul style="list-style-type: none"> <li>• Review of Agenda / Minutes <ul style="list-style-type: none"> <li>○ Review of Agenda / Minutes</li> <li>○ Correspondence <ul style="list-style-type: none"> <li>▪ ABPS <ul style="list-style-type: none"> <li>• We received another letter going into greater detail suggesting that we add this to the credentials. We share this letter at the next meeting.</li> </ul> </li> <li>▪ Ahiska Care <ul style="list-style-type: none"> <li>• Application received that was far from complete. This has been responded to by Mark and included Ross for potential re-submittal later</li> </ul> </li> </ul> </li> </ul> </li> </ul>			
<b>2</b>	<b>Vice Chair (Tim Frost)</b> <ul style="list-style-type: none"> <li>• No Report</li> </ul>	•		

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<b>3</b>	<p><b>Secretary (Tim Frost, Interim)</b></p> <ul style="list-style-type: none"> <li>• No Report still working on attendance</li> </ul>			
<b>4</b>	<p><b>Treasurer (Reg Allen)</b></p> <ul style="list-style-type: none"> <li>• TAG Committee progress             <ul style="list-style-type: none"> <li>○ Looking at the potential for doing a grant. We did not meet the intent of the grant. We need to come up with a project for next year to fulfill grant expectations</li> </ul> </li> <li>• Current Financial Status             <ul style="list-style-type: none"> <li>○ We are still solvent</li> </ul> </li> <li>• Reviewing charges for accounting services.             <ul style="list-style-type: none"> <li>○ More to come</li> </ul> </li> </ul>			
<b>5</b>	<p><b>Office Manager (Tracy DeMarse)</b></p> <ul style="list-style-type: none"> <li>• Quarterly report has been sent</li> <li>• RFP Review Manager             <ul style="list-style-type: none"> <li>○ All 7 submissions have been reviewed</li> <li>○ A recommendation should be coming in the near future</li> </ul> </li> <li>• CLI/CIC payment for specialty courses             <ul style="list-style-type: none"> <li>○ Instructors are paid through the U of R, and then U of R is reimbursed by NYS. This paperwork is becoming more and more complicated. Is it possible to remove this piece from the U of R and pay instructors directly? This is with the understanding that we need to look and see how this affects MLREMS having employees.</li> <li>○ This was done previously for liability purposes at the direction of our current</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Reg will contact our attorney &amp; accountant for further clarification</li> </ul>		<b>ASAP</b>

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	<p>council approximately 10 years ago.</p> <ul style="list-style-type: none"><li>• Contingency Plan<ul style="list-style-type: none"><li>○ We have to submit a succession plan to the State. We need to meet again to push out to the entire council for vote in October.<ul style="list-style-type: none"><li>▪ Continuity of Operations</li><li>▪ Sustainability</li><li>▪ The documents were sent out this morning, please review and provide comment.</li></ul></li></ul></li></ul>			
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<b>6</b>	<p><b>Regional Medical Director (Jeremy Cushman)</b></p> <ul style="list-style-type: none"> <li>• QAQI cancelled due to lack of cases ☺</li> <li>• Protocol Committee is moving along</li> </ul>			
<b>7</b>	<p><b>System Operations Committee (Darrin Batty – Absent)</b></p> <ul style="list-style-type: none"> <li>• Brockport, the state has had some issues with their forms. They have been resubmitted and should be going under the process of fitness and competency               <ul style="list-style-type: none"> <li>○ The state may need to be reminded so that we can meet timelines</li> </ul> </li> <li>• Ahiska – extremely incomplete sent back to applicant with check.</li> </ul>			
<b>8</b>	<p><b>NEG (Reg Allen)</b></p> <ul style="list-style-type: none"> <li>• No Report</li> <li>• If you have policies, please forward these on to this committee</li> <li>• We should be able to fill two of the vacant seats in the October meeting</li> </ul>			
	<p><b>PIER (Dick Tripp)</b></p> <ul style="list-style-type: none"> <li>• Mark and Dick meet the STEP board of directors. Jackie Coated is the new president. Mark presented our needs so that we can move forward. There Board meets again in a week.               <ul style="list-style-type: none"> <li>○ Jackie was very open and encouraging.</li> </ul> </li> <li>• The information for the awards has been sent out.</li> </ul>	<ul style="list-style-type: none"> <li>• Review Awards residency requirement</li> </ul>		Open

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	<ul style="list-style-type: none"> <li>• Mark looking for clarification on residency requirements for the awards.               <ul style="list-style-type: none"> <li>○ This committee has been tasked with revisiting the residency requirement to bring forward to the council for next year.</li> </ul> </li> </ul>			
<b>10</b>	<b>REMAC (Manish Shah - Absent)</b> <ul style="list-style-type: none"> <li>• No meeting in August secondary to quorum issue</li> <li>• Cushman offers no report</li> </ul>			
<b>11</b>	<b>Training Committee (Paul Bishop)</b> <ul style="list-style-type: none"> <li>• No Report</li> </ul>			
<b>12</b>	<b>Monroe County EMS (Tim Czapranski)</b> <ul style="list-style-type: none"> <li>• No report</li> </ul>			
<b>13</b>	<b>Livingston County EMS (No Rep)</b> <ul style="list-style-type: none"> <li>• No report</li> </ul>			
<b>14</b>	<b>State EMS Council</b> <ul style="list-style-type: none"> <li>• September meeting cancelled</li> </ul>			
<b>14</b>	<b>LEPC</b> <ul style="list-style-type: none"> <li>• We will not be at this month's meeting</li> </ul>			
<b>15</b>	<b>Other Business</b> <ul style="list-style-type: none"> <li>• No report</li> </ul>			
<b>17</b>	<b>Next Meeting – October 17, 2011 Full Council</b>			