

Monroe Livingston Regional EMS Meeting
April 18, 2011
Meeting Minutes

Call to order – Mark Tornstrom

Chair Report – Mark Tornstrom

- Please sign in
- Meeting minutes from our last meeting are available online
- Motion to accept February's minutes; All in favor; None opposed; Accepted
- Correspondence announcements
- NYS DOH Letter/Budget - decision was made in February's meeting to draft letter in conjunction with REMAC and Dr. Shah to the Department in regard to budget issues.
 - Letter was written outlining concerns.
 - Budget was passed on time and EMS component is remaining intact in full in the budget.
 - The Number 1 priority for State Government, GERO, SEMAC and SEMSCo is education. Paul will update us on what is going on in terms of the State and our future education.
 - Lee encouraged us to continue to pursue alternatives to State funding. Discussions will continue as we move forward. Overhead costs may continue to rise.
- Contracts
 - Renewal of contract with University of Rochester is in process, do not foresee any road blocks.
 - Recommendation to maintain our contract with the University of Rochester for the Program Agency was brought forth. Because of state and University regulations, the contract will have to be approved..
 - Brad Pinsky has agreed to be attorney of record.
 - The Transcriptionist Contract will be circulated for review.
- Strategic Plan action items
 - NYS CON Membership - Mark recommended that MLREMS joins the New York State council of Not-For-Profits. It will cost \$110 based on the funding of both the Council and Program Agency. MOTION APPROVED.
 - Upcoming training – Free continued training being offered at the Holiday Inn, Rochester, near the airport
 - Survey – it was proposed that this be discussed off line and review together at some time.
- STEP/Awards – Intention is to continue the relationship with STEP and extend invite for another meeting.

Vice Chair Report - Tim Frost

- No Report

Secretary Report - Tom Bonfiglio

- No Report

Treasurer's Report – Reg Allen

- Year end items – 3 Pod casts were purchased from the University
- We ended the year for the Council at \$25,057 spent. \$57.00 of our money out of the reserve was spent. All grant and contract money was spent; Program Agency is still on line as far as their budget. Will be meeting with the bookkeeper on Friday to make sure that funds are accurately tracked. Audits are complete for last year.
- Email will be forwarded to you with the expenditures for both the Program Agency and the Council.
- Balance sheet working capital is \$41,629.15.
- Yellow Book Audits – Auditor will be sending a digital copy of a list of recommendations and I will send it around to all. Those recommendations were really toward processing, not deficiencies.

Program Agency Report – Tracy DeMarse

- Training Budget: Due to be submitted by 5/12/11; certifications expected to follow recent trends and increase, Specialty Course information is based on Training & Ed expectations, we reviewed the proposed operating budgets for Council and Program Agency for 2012-2013, knowing that we will not receive more than we are currently receiving from NYS. There is a 54.5% indirect rate added in to cover the “in-kind” services that the U of R currently provides in the event that those services stop being provided on an “in-kind” basis. Program Agency Staff will make the changes discussed in this meeting, (moving numbers from one line to another).
MOTION APPROVED
- State Actions: Anthony Delvalle from Yonkers, NY and Michael Raymond from Middletown, NY.
- Office Items: We have a new face/voice in the office. Donna Roulin is taking Nicoletta’s place while she is out on maternity leave. Please be patient as she does not have an EMS background.
- Quarterly Reports: Once our office received the Vouchers, the quarterly reports will be sent into NYS
- RFP for Regional Database/LMS draft proposal:
 - Submit RFP? MOTION PASSED
 - Dates: MLREMS wants to have a summary of responses by the October 2011 meeting.
 - TAG Members: Original Committee, plus other interested parties

Medical Director Report - Jeremy Cushman,MD

- New Policies approved by REMAC:
 - RSI, Preceptor Policy
 - Tourniquet/hemostatic gauze vodcasts are almost done
 - Pediatric vodcasts are completed and posted.
 - Orogastric Tube and Pelvic Fx vodcasts are being developed now.
- Program Agency Deliverables
 - Discussed at last meeting what the Program Agency does for Council. We provided a document in which hours, activities, etc. were highlighted. If there is something that you would like our office to do, we can have that conversation, but we need this body to tell us what, of the contracted deliverables, we can let slide.
- Protocols
 - Later at REMAC we will be starting to update our protocols particularly in relation to the 2010 AHA Guidelines and continue to move toward protocol standardization.

Strategic Planning - Mark Tornstrom

- Strategic Plan reviewed.

NEG Report – Reg Allen

- We have one vote for an At Large position. Mark Philippy has applied for the position. No nominations from the floor. MARK PHILIPPY was elected.
- Working on updating by-laws, and creating/updating polices related to expenditures, etc.

PIER Committee – Dick Tripp (Chair)

- No Report

REMAC – Manish Shah, MD

- No Report

Systems Operations – Darrin Batty

- St. Paul BLS/FR App: second submission; its fine and we’ll be forwarding to the State. MOTION PASSED
- Brockport CON: Brockport’s transfer of CON form the village to Brockport Ambulance has been sent back to them based on some issues within the application. Clarification is needed from the

Attorney General's office and the burden is on Brockport to produce that clarification. The issue at hand is whether or not it is legal for a municipal entity to transfer assets as a private company. The Systems committee has determined that though they are required to review the applications according to Public Health Law, the applications must be legal prior to that review.

There was a case discussed in Albany last month in which the State refused to render an opinion and remanded the application back to the Regional Council. Municipal Law 122 says that a municipal agency can only operate within the municipality and there are agencies that are not adhering to that.

- St. Paul CON Transfer: This was turned back to them and they are waiting on opinion from the St. Paul Fire District Attorney.

Training Committee – Paul Bishop

- CLI Application: one seconded motion from Training & Ed is to approve Amy Ruffo as a CLI for MCC. MOTION PASSED
- NYS EMS Council has approved the change to National EMS Education Standard for all levels in NYS except Critical Care because there was no companion critical care in the National Standards. They agreed to work toward adopting them no earlier than the May 2012 exams. They also adopted the new AHA Guidelines.

Livingston County Report – Manish Shah, MD

- Passed around a job description that is posted for Liv. County. The former EMS Coordinator position will now be a full department head position.

Monroe County Report – Tim Czapranski

- Tim not in attendance, but wanted people to know there is a communications update and EMS update for Monroe County on 4/30, 9am-noon (communications update) and 1:30-3:30 (EMS update) at Brighton Fire Station 1.

State EMS Council –

- Blood Protocol: It was sent to a task force that the former Governor imposed and the new Governor disbanded, so they are trying to locate where it is.
- DOH will not cut this year's budget
- EMS Memorial is May 18th in Albany.
- Vital Signs is Oct 13-16 in Syracuse.
- Next State Council Meeting is May 24th

Other News

- Dr. Cushman has been named the 2011 Rochester RHIO Leadership Award Recipient.
- Next scheduled meeting will be June 20th at PSTF
- Information will be posted on the website
- Motion to adjourn; moved; seconded; adjourned