



## Meeting Minutes May 20, 2019

### I. ATTENDANCE

	NAME	CATEGORY	OFFICER / COMMITTEE CHAIR	TERM	2018-07	2018-09	2018-11	2019-01	2019-03	2019-05
1	Allen, Reg	Monroe County At Large (Seat 2)	System Operations	3/31/2022	P	P	E	P	P	P
2	Arnold, William	Monroe County At Large (Seat 1)		3/31/2021	P	P	E	P	A	E
3	Bailey, Donna	Livingston County At Large (Seat 1)	P.I.E.R.	3/31/2021	P	P	P	P	P	E
4	Cook, Alex	Livingston County At Large (Seat 2)	Treasurer	3/31/2019	P	E	P	P	P	P
5	Coyle, Thomas	Monroe County C.O.N.		3/31/2021	E	E	P	P	P	P
6	Cushman, Jeremy	Regional Medical Director		Ex-Officio	P	P	P	P	P	P
7	Czapranski, Tim	Monroe County EMS Coordinator		Ex-Officio	P	P	P	E	P	P
8	Dewar, Karen	Livingston County EMS Coordinator		Ex-Officio	P	P	P	P	P	P
9	Farney, Aaron	Healthcare Representative (Seat 2)		3/31/2021	P	P	P	P	P	P
10	Frost, Tim	At Large EMS Agency (Seat 3)	Vice Chair / N.E.G.	3/31/2021	P	P	P	P	E	P
11	Hartman, James	At Large EMS Agency (Seat 4)		3/31/2021	A	A	P	P	P	P
12	Horowitz, Aaron	EMS Training / Education		3/31/2019	P	P	P	P	E	P
13	Hoskins, Michael	At Large EMS Agency (Seat 2)		3/31/2019	P	P	P	E	P	E
14	Kelly, Timothy	Livingston County At Large (Seat 3)	Secretary	3/31/2021	P	P	P	P	P	P
15	Kirchoff, Thomas	Monroe County At Large (Seat 3)		3/31/2021	P	P	P	P	P	P
16	Klueber, Geordie	Livingston County BLSFR		3/31/2019	P	P	P	P	A	P
17	Palma, William	Monroe County BLSFR (Seat 1)		3/31/2021	E	P	P	E	P	P
18	Philippy, Mark	At Large EMS Agency (Seat 1)	Chairperson	3/31/2021	E	P	P	P	P	P
19	Rathfelder, Eric	Law Enforcement	Training & Ed	3/31/2019	P	E	P	P	P	E
20	Smith, Merideth	Community		3/31/2021	P	E	P	P	A	E
21	Tinelli, Samuel	Livingston County C.O.N.		3/31/2023	-	-	-	-	-	P
22	Wiedman, Brian	Monroe County At Large (Seat 4)		3/31/2023	-	-	-	-	-	P
23	Williams, Gwen	Healthcare Representative (Seat 3)		3/31/2020	P	P	P	P	P	E
24	z-Vacant	Healthcare Representative (Seat 1)			Bishop - A	Bishop - A	VACANT	VACANT	VACANT	VACANT
25	z-Vacant	REMAC Chairperson			VACANT	VACANT	VACANT	VACANT	VACANT	VACANT
26	Z-Vacant	City of Rochester EMS Contract			Bonfiglio-P	Bonfiglio-P	Bonfiglio-P	Bonfiglio-P	VACANT	VACANT

**LEGEND: Present = P      Excused Absents = E      Unexcused Absents = A**

**II. Actions**

	<b>MOTION</b>	<b>MADE BY</b>	<b>SECOND</b>	<b>ABSTAIN</b>	<b>NAY</b>	<b>APPROVED</b>
1	To rescind the current Council policy on background investigation and instead to have a form, created by the NEG committee, that candidates are to be vetted through the sex offender registry and office of inspector general's exclusion list prior to being considered for election to those bodies. Roll Call: Yes - 15, No – 1, Abstentions – 0, Absent – 7, Vacant – 3, COI – 0	Philippy, Mark	Kirchoff, Thomas			X
2	Approval of minutes from March 21 <sup>st</sup> , 2019 Monroe-Livingston REMSCO meeting.	Kelly, Timothy	Czapranski, Timothy			X
3	To approve the application for transfer of Operating Authority from Brockport Volunteer Ambulance Corps to Central Orleans Volunteer Ambulance Inc.	Philippy, Mark	Frost, Timothy			
4	To table <b>Motion 3</b>	Philippy, Mark	Czapranski, Timothy			X
5	To hold a special meeting of the Monroe-Livingston Regional EMS Council to review the matter of the transfer of Operating Authority application from Brockport Volunteer Ambulance Corps to Central Orleans Volunteer Ambulance Inc on Monday June 17 <sup>th</sup> at 1600 at the PSTF.	Frost, Timothy	Czapranski, Timothy			X
6	After review by the MLREMS Training & Education Committee, Council moves to approve the course sponsor renewals submitted by CHS Mobile Integrated Healthcare, Monroe Community College, and Monroe Ambulance for submission to the State.	Cushman, Jermey	Czapranski, Timothy			X
7	To adjourn.	Frost, Timothy	Kelly, Timothy			X

**III. Attendance – Secretary call roll**

- Confirmed quorum
  - Excused absences: Arnold, William / Bailey, Donna / Hoskins, Michael / Rathfelder, Eric / Smith, Merideth / Williams, Gwen

#### IV. Pledge of Allegiance

#### V. Moment of Silence – Recognition of CHS Deputy Chief James Bucci

#### VI. Chairperson – Mark Philippy

- Reminders
  - Background policy
    - Direction from Mr. Clayton that there is no consistency on whether people do background checks across the State. My recommendation is that we rescind our background policy and substitute a process to go to NEG & membership committee. Part of the onboarding would be a check for exclusions from office of inspector general and the sex offender registry.
      - Motion to rescind the current Council policy on background investigation and instead to have a form, created by the NEG committee, that candidates are to be vetted through the sex offender registry and office of inspector general’s exclusion list prior to being considered for election to those bodies by Mark Philippy. Seconded by Tom Kirchoff. Discussion: Does this address enough possibility of QA issues and other things? Is that something we would like to consider? I would encourage that we not as our QA process is centered around education and not punitive action. Punitive action is typically mainly by the State in which case they would be ineligible to serve on these bodies. Roll Call Vote: 15-Yes, 1-No, 0-Abstained, 6-absent, 3-vacant.
      - **Motion 1 - Passed**
      - There will not be a human transcriptionist to review the transcriptions, so I encourage you to present your name prior to speaking.
  - EMS Memorial is tomorrow at 11am.
  - Thank you Tim Kelly for help with SEMSCo

#### VII. Vice Chairperson / NEG Report – Tim Frost

- Upcoming meeting for NEW to address REMAC by-laws and background revision.
- We are looking for a healthcare representative for this body and the REMAC.

#### VIII. Secretary Report – Tim Kelly

- Approval of Minutes
  - Motion to approve the March 21<sup>st</sup>, 2019 Meeting Minutes by Tim Kelly. Seconded by Tim Czapranski. No opposed, one abstained. Motion passes.

- Motion 2 - Passed

#### **IX. Treasurer's Report – Alex Cook**

- Vouchers are straightened out and the process is in good shape.

#### **X. System Medical Director – Jeremy Cushman, MD**

- ET3 Update
  - Last Thursday we met with many agencies within Monroe-Livingston Counties as to some of our options for ET3 and the areas we are going to begin to explore. There are opportunities we may have to pursue some grant dollars for infrastructure cost. Telehealth as related to alternative destination. MLREMS may be the ideal entity for funding to be routed through as it represents our agencies and are a 501 C3. If there is a Council Member who is interested in working with a work group to discuss this option, let Dr. Cushman know. Is there any objection to exploring this? Ask that a member of Council serve as Chair of that TAG to explore grant opportunities. Do we need a TAG or just a liaison? We are still in the exploration phase, maybe as we get closer, we could look at getting a TAG together.
- Collaborative protocols update
  - Effective August 2019 – “hospital” has been removed to include “facility”
  - Advisory will be forthcoming as we get closer to August.
- BLS protocols release

#### **XI. Program Agency Report – Ben Sensenbach**

- Alex Cook, Mark Philippy and the Program Agency have been working diligently on the new budgetary requirements.
  - University of Rochester Memorandum of Understanding – Program Agency has been drafted just as a backup for the Administrative Services.
- MLREMS Program Agency Contract renewal with University of Rochester

#### **XII. Livingston County Report – Karen Dewar**

- Avon ambulance has closed its doors – April 6<sup>th</sup>.
  - Livingston County agencies and Honeoye Falls and CHS have been great stepping in to help compensate.

#### **XIII. Monroe County Report – Tim Czapranski**

- CAD is moving along with the hexagon implementation date looking like December.

- Look at your DOH certified vehicle list and what you think will be in service in December and let Czapranski know so that we can account for the amount of MDTs we need.
- Trunk radios – law enforcement continues the transitions, fire will be going live at the end of this year.
- Brockport has signed onto Mutual Aid in the County. They are not signed onto Status which is a problem, so he will address that with them.

#### XIV. REMAC – Jeremy Cushman, MD

- Operations Committee continues. They are identifying areas of opportunities.
- Patient Safety has charged forward with an Event Reporting tool. This is coming together and we are working on building this into REDCap now. We will share with this group once it's closer to complete.

#### XV. NYS EMS Council and Advisory Committee– Tim Kelly

- Report has been sent out. If you have any comments or questions, please let Tim know. May has a full docket and there will be more to come.

#### XVI. Systems Ops Committee Report – Reg Allen

- Brockport Transfer of Operating Authority to COVA
  - There were concerns on the first draft of their application.
  - Motion to approve the application for transfer of Operating Authority from Brockport Volunteer Ambulance Corps to Central Orleans Volunteer Ambulance Inc by Mark Philippy. Seconded by Tim Frost.
  - **Motion 3 – Tabled via Motion 4**
    - Discussion: There are still pending issues with this. A letter was sent to the State with concerns of PCR submission and service. This agency went out of business without notice, closed their doors and has now gone through a process of submitting a sloppy application for transfer. We submitted a letter back to Brockport/COVA on deficiencies of their application, we also sent a letter to the State requesting any documentation on their surveillance of Brockport and have not received anything back. We also requested the State Fitness and Competency review, which we have not received.
    - Program Agency – have we received any PCRs? Program Agency – Lucas emailed us last week copies of PCRs, January – October 2018. Has there been anything since then that show current operations? No. They are working on their electronic PCRs which went live April 30<sup>th</sup>. Was the gap explained? I would defer to Lucas Vandervort for that question.
      - Lucas: We were told by Ross Zastrow and Ed Mager that as long we had scheduled personnel we were considered operational.

- This shows that you had the ability to respond, but are we correct in assuming that you didn't respond as we don't have PCR's or were those PCR's not provided?
  - Lucas – I think we did have a few transfers, I would have to look.
- It appears that the State has said that you just have to have staff and you do not have to take calls...this is different from State law. We need clarification on that.
- Without the fitness and competency review, we are unable to vote on this matter at this time. Table the motion until we receive fitness and competency from the State. Tim Czapranski – I would also move that we wait until we hear a response from the State on the letter sent by the Chair of Systems Operations as well.
- Clarification request on staffing versus PCR's needed from the State. Lucas Vandervort to look at what letter he has from the State to then share with the Council. Motion to table the motion by Mark Philippy. Seconded by Tim Czapranski. All in favor. No opposed, one abstention. We will have to schedule a meeting once all of the necessary documents have been received.
- **Motion 4 - Passed**
- Motion to hold a special meeting of the Monroe-Livingston Regional EMS Council to review the matter of the transfer of operating authority application from Brockport Volunteer Ambulance Corps to Central Orleans Volunteer Ambulance Inc. by Tim Frost (Monday June 17<sup>th</sup> at 1600 at the PSTF). Seconded by Tim Czapranski. All in favor – 2 opposed, no abstentions.
- **Motion 5 - Passed**

#### XVII. PIER Committee Report – Donna Bailey

- Last Council meeting there was a concern about refreshments at the STEP Conference. She's been working with STEP to resolve this. Everything was outside of the STEP group's control, but they are working to fix this.

#### XVIII. Training & Education Committee Report – Eric Rathfelder via Mark Philippy & Ben Sensenbach

- Course sponsor renewals
  - All have been reviewed with no issues. They now have to be endorsed by the Council to move on to the State.
  - Monroe Community College
  - Monroe Ambulance/Monroe Medi-Trans
  - CHS Mobile Integrated Healthcare
    - Motion: After review by the MLREMS Training & Education Committee, Council moves to approve the course sponsor renewals submitted by CHS Mobile Integrated Healthcare, Monroe Community College, and Monroe Ambulance for submission to the State by Jeremy Cushman, seconded by Tim Czapranski. All in favor, no opposed, no abstentions.

- **Motion 6 - Passed**

## **XIX. New Business**

- On behalf of CHS, thank you for helping us with the loss of Jim. Thank you Dr. Cushman and Tim Czapranski. They operationally took over so that we could take care of our people. Thank you.

## **XX. NYS DOH Dates to Remember / Region Meetings / Events**

- Meeting EMS Memorial
  - May 21<sup>st</sup> at 11am
- Vital Signs
  - October 24-27, 2019 in Buffalo, NY
    - If you are interested in presenting some Critical Care topics, let Dr. Cushman know and he can refer you to the right contacts.
- Next Meetings
  - Monday June 17<sup>th</sup> 2019 @ 1600 - PSTF
  - Monday July 15<sup>th</sup>, 2019 @ 1600 – PSTF
  - Monday September 16<sup>th</sup>, 2019 @ 1600 – Hamptons Corners
  - Monday November 18<sup>th</sup>, 2019 @ 1600 – PSTF

## **XXI. Adjournment**

- **Motion 7 – Passed**
- **Next Meeting: Monday June 17, 2019 at PSTF, 1190 Scottsville Road, Rochester, NY at 1600**

Link for full meeting video: <https://youtu.be/kV2w9eKv0YQ>