



## **Executive Committee Meeting Minutes**

**Date/Time: August 14, 2023 8:30 AM**

**Location: Zoom**

- Attendees: Sam Tinelli, Alex Cook, Jim Cassin, Ed Erbland, Jon Smith, Karen Dewar, Aaron Farney, Jeremy Cushman,
- Absent: Tim Kelly, Ahmed Mustafa, Tim Czpranski
- Excused: None
- Admin Support: Ben Sensenbach, Melinda Cannuli.

### **Current Members**

- Tim Kelly – Council Chair
- Sam Tinelli – Vice Chair
- Alex Cook – Treasurer
- Jim Cassin – Secretary
- Ed Erbland – Training & Ed Chair
- Jon Smith – Systems Operations Chair
- Ahmed Mustafa – PIER Chair
- Tim Czapranski – Monroe County EMS Coordinator
- Karen Dewar – Livingston County EMS Coordinator
- Aaron Farney – REMAC Chair
- Jeremy Cushman – Regional Medical Director
- Ben Sensenbach – Program Agency

**Meeting convened at 08:32 AM by Vice Chair Sam Tinelli.**

### **Committee Business Updates:**

- Council Chair/Legislative Committee – Vice Chair Tinelli
  - Fee Schedule updated policy will be brought forward at September Council Meeting by Tim Kelly;
- Vice Chair/NEG Committee:
  - NEG met last on July 18, 2023;
  - Updated Record Retention Policy and Military Leave Policy to be brought forth to September Council Meeting;
- Treasurer/Finance Committee:
  - Received the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> quarter voucher payments from NYS for the Council Contract;

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- Will have to resubmit vouchers due to a change in the process;
- RFP for Accounting and Audit Services will be brought forth at the September Council meeting for approval;
- Recommendation to reach out to other EMS Regions to see who they are using for services and feedback;
- Annual audit is about 20% of the Council budget;
- Secretary/Membership Committee:
  - Membership Committee has not met since last Council meeting;
  - Otherwise nothing to report;
  - Question on election notifications for recent REMAC members, have they been notified? This was an error on the Secretary part, notifies were sent to Council members election only, will notify REMAC members this week.
- Systems Operations Committee:
  - Monroe County Mutual Aid Plan has been reviewed and sent to Monroe County Law for review, once that is completed, will be sent to MLREMS Council and Monroe County EMS Advisory Board for approvals;
  - Will begin review process of the Monroe County MCI Plan;
- Training & Education Committee:
  - Thank all that assisted with the gathering of information for letter to NYS BEMSAT regarding concerns and issues that affect training across the board;
- PIER Committee: Melinda Cannuli
  - Next Committee meeting is Tuesday August 15, 2023 at 4PM;
  - Finalizing updated Awards;
  - Updating Award Ceremony changes;
- Monroe County EMS Coordinator:
  - No Report
- Livingston County EMS Coordinator
  - Nothing new since last Council meeting;
- REMAC Chair:
  - Nothing new since last Council meeting;
- Regional Medical Director:
  - Ramping up for the State meetings in September;
  - Regional Credentialing – at the state level there has been much dialogue, other Regions have been taking the lead on discussion, this process will also involve NYS Division of Legal Affairs, as more information evolves will forward out to all;

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- Program Agency: –
  - Last week the Region along with some local agencies participated in a meeting with EmsCharts. There were approximately 50 agencies from around the state and leadership from EmsCharts in the virtual meeting;
  - Tuesday August 8<sup>th</sup>, E-PCR vendors met with the BEMSAT regarding the most recent rule changes from BEMSAT;
  - Awaiting to hear what the meeting outcome was;
  - August 28<sup>th</sup>, another virtual meeting with EmsCharts and NYS agencies is scheduled;

### **Council Correspondence Updates**

Meeting adjourned at 09:05 AM.

Submitted by;

James Cassin, Secretary

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