N.E.G. Committee Meeting Meeting Minutes

Subject	Nominations, Elections, & Governance	Meeting Notes : Dates	02-10-2015				
Facilitator	Mark Philippy, Chair	Time	14:00 hrs.				
Location	GoToMeeting	Scribe					
Attendees	M. Philippy, R. Allen, J. Cushman, M. Shah, G. Glessner, B. Sensenbach						
	Absent/Excused: G. Williams, W. Arnold, J. Smith						
	Key Poir	nts Discussed and Action Iter	ms				
No.	Торіс		Action Item(s) / Discussion	Target Date			
1	• Meeting day and time – suggest a since the current meeting time of 2 of the day which may be difficult	2 p.m. falls in the middle	• Consensus to keep meeting time and date as is				
2	 moving the Elections meeting to N December meeting altogether. Th Do we need to have a Nom from Election, since we reat to the <i>election</i> for nominee (c))? Do we need to have a sepa membership <i>then</i> Officers, candidate may need election 	 moving the Elections meeting to November, and remove the December meeting altogether. There are two issues: o Do we need to have a Nominations meeting separate from Election, since we require 10 days' notice prior to the <i>election</i> for nominees (Article III, Section 3.02 (c))? 		March 1st			
3	 Attendance – I ask that members Section 2.05 relative Attendance F currently have 11 members of Cou attendance issues. Are the requirements appro- o Do we need to consider me 	Requirements. We uncil under review for opriate as written?	• Consensus is that current wording is sufficient, particularly in light of elimination of December meeting.				

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	frame (rolling versus calendar 12 months) or the number of missed meetings?			
	Discussion centered around the issues of making quorum, people who hold seats but seldom appear for meetings or engage in committee activities, and the value of using "rolling 12 months" in order to encourage attendance. Rolling calendar keeps people active as there is no hard cut off after which one is "safe." It is understood and accepted that people are busy, and the kind of people who engage in Council / REMAC activities as volunteers are already working hard to serve the community. However membership in Council/REMAC requires a commitment and the consensus of NEG members present is that if people are interested in serving, they must make the time to attend meetings.			
4	• Open Seats – there are currently four seats open for Council and three for REMAC, including one voting Physician seat.	• Action Item: need to clarify MLREMSC By- Laws Article II, Section 2.03, sub-section (b)		
	A letter was sent out to all EMS and Fire agencies via e-mail.	Monroe County BLS First Response		
	Request was made to put the open seats on the MLREMS web site in accordance with Article III Section 3.02 (b) ii.	Representative – o No one agency may hold both		
	One seat on MLREMS is BLS FR. Dr. Cushman has requested a letter from RFD's Fire Chief for Lt. Mick Nolte, the RFD EMS Coordinator, to fill that seat (letter is in hand, Lt. Nolte will be added to the ballot for March).	seats.		
	Karen Dewar will be forwarding the open seats solicitation letter to Livingston County agencies.			
	There is one interested candidate in the BLS Provider Seat on			

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	REMAC, Eric Thomas, awaiting formal letter of intent and resume.		
5	REMAC "By-Laws" – Open discussion relative revisions to the current Policy – Procedure document dated 2009.		
	 Ensure consistency between MLREMSC By-Laws and REMAC policy statement: In areas related to elections and membership obligations; In areas related to nomination of candidate members and processes for election. 	Action Item: Members of the Committee to review on their own the two documents and make recommendations for changes / reorientation.	March 1 st
	 <u>Items from Dr. Shah</u>: Rationalize membership, particularly among voting (Physician) members, to reflect current state of hospital systems in the Region: One representative from each acute care hospital in the Region; Decide how many "at-large" physician seats are necessary Ultimate goal is to improve availability of a quorum and improve efficiency of the Committee as a voting body 	Action Item: Mark Philippy to craft language to address Voting Membership roles and make-up.	March 1 st
	 There was considerable discussion regarding the correct number of seats to ensure adequate representation from stakeholders while ensuring functionality – quorum and attendance being key. Additional discussion regarding a mechanism in the By-Laws document to address attendance issues for hospital representative seats: Failure to meet attendance requirements results in seat being declared open to an at-large physician nominee. 	Action Item: Mark Philippy to make adjustment to language in appropriate section for review for these sections	March 1 st

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	 Seat will remain open or filled by an at-large elected physician for the remainder of that term. Hospital may petition for reinstatement of their appointed physician representative at the end of the term. Should a hospital decline to send a representative, that seat will revert to an at-large seat for the remainder of the term. Unfilled seats will <i>not</i> counted against quorum. 				
	 Review Standing Committees, function and membership Need to review this item – not covered at today's meeting 	Action Item: Members are asked to review current REMAC standing committee structure and	March 1 st		
	Items from George Glessner:	make recommendations for			
	Voting Members versus quorum – change the wording for quorum (under Conduct of Business) to include something akin to:	 changes to new By-Laws document to include structure, mission, and make-up. Action Item: Mark Philippy to make proposed changes as 			
	"A majority of the seated voting members (excluding any seats not filled) of the REMAC shall constitute a quorum"		March 1 st		
	Non-Voting Members – definition of "certifiedprovider" to be clarified – suggest:	outlined to left and submit for review.			
	"EMS providers certified by the State of New York Department of Health as Emergency Medical Technician or EMT – Paramedic"				
	Items from Mark Philippy:				
	Organize document as similarly as possible to MLREMSC By- Laws with Article and Section headings				
	Where items refer to processes already defined in MLREMSC By- Laws, consider simply "Reference MLREMSC By-Laws, Article xx Section xxx" rather than reiterating those procedures.				
6	Next Meeting: March 10 th , 2015, 2 p.m. via GoToMeeting				