

Monroe Livingston Regional EMS Meeting

March 16, 2015

Meeting Minutes

Call to order – Reg Allen

Chair Report – Reg Allen

- Committee Chairperson Appointments for 2015
 - Donna Bailey – PIER Committee Chair
- January Meeting 2016
 - Propose date of Monday, January 25th to avoid holiday. Motion passes.
- 2015 Goals
 - Cloud Storage Platform
 - Select an electronic (cloud) storage platform, which has an administrator function, allows for email addresses, and allows the administrator a varied level of access permissions for users. Develop a standardized filing format for all MLREMS documents. (Google Docs chosen, free, unlimited storage).
 - Assigned to: Reg Allen, Mike Hoskins, Melinda Johnston
 - Due: September 30, 2015
 - Committee Members/Recruitment
 - Need all members to be active on at least one committee
 - Develop continuity guides for each position on the Executive team, including exec officers and committee chairs. This guide is an overview of what the position does on a daily, weekly, monthly, annual basis. This will serve to provide continuity of transition when a new person takes on an executive position or committee chair position.
 - Assigned to: All exec officers and committee chairs.
 - Due: December 1, 2015
 - Data Dictionary
 - Create a standardized data directory consistent with NEMSIS 3 and make this directory available in a common electronic format for use by MLREMS agencies. Motion passes.
 - Assigned to: Ben Sensenbach, Jason Bortle, Dr. Cushman
 - Due: 4th Quarter of Calendar year 2015

Vice Chair Report – Tom Coyle

- Background check status
 - Still waiting to hear back from the company.

Secretary Report – Tim Frost

- MLREMS Attendance for review:
 - William Arnold, Donna Bailey, Thomas Bonfiglio, Alex Cook, Thomas Coyle, Timothy Czapranski (ex officio), George Glessner, Thomas Kirchoff, Geordie Klueber, William Palma, Manish Shah (ex officio). In violation of current MLREMS attendance requirements.
 - Executive Session: all excuses accepted and decided to keep them all as active members attendance violations set back to zero.

Treasurer's Report – Mike Hoskins

- Month end finance review
- Expenditures for year end.
 - Transcription expenses \$700 prepay minutes
 - EMS Week expenses \$500 prepay
 - Motion passes.
- Prior year deficiency in most recent audit?
 - Mike will have an answer on correction for next meeting.

Systems Ops Committee Report – Jason Bortle

- No Report

Nominations Elections and Governance – Mark Philippy

- Committee will be working to fill open seats on MLREMS
- NEG will begin to review REMAC By-laws to bring them up to the current practices and ensure consistency with MLREMS revisions.
 - Target end of 2015 for completion
- Motion for secretary to cast vote for Eric Thomas
 - Motion passes.

PIER Committee Report – Donna Bailey

- Annual awards
 - Shelter for event reserved
 - Nominations
 - Picnic EMS week
 - Looking for volunteers to help.

Training & Education Committee Report – Eric Rathfelder

- Will develop and maintain (with PA) distribution lists for Training & Ed Committee, Training Officers (and other interested parties), and regional CIC/CLI.
- Big Ideas for T&E Committee:
 - Facilitate communication between EMS stakeholders
 - Proactive and reactive role in regional education
 - Consolidate & Standardize regional EMS training (class schedules and materials)
- Upcoming Projects
 - CME Matrix
 - CIC/CLI communication list
 - Contribute to CIU agenda
 - Update MLREMS calendar with alphabet/certification courses offered by individual agencies
 - Explore a BLS preceptor program
 - Collaborative stroke training
- Upcoming NAEMSE II class in April at HVA

REMAC – Manish Shah, MD

- Leadership changes
 - Need a new REMAC & Patient Safety Committee Chair – Manish to resign due to relocation. Manish will stay through the May meeting.
- Bylaw updates (covered in NEG report)
- Patient Safety Committee Update

- Just Culture Training 3/17-3/18. Using the Just Culture approaches to change the structure of the system and is working well.
- Meeting following MLREMS

Program Agency Report – Benjamin Sensenbach

- The awards have been turned in for EMS week, everything will be put into Survey Monkey to vote.
- FOIL request from an attorney in Albany requesting attendance records – they are looking to consolidate regional councils due to attendance issues in the past. We have met quorum where other councils have not.
- Grants Gateway – State program – we are all set for what we need on prequalification.
- Data dictionary – right now based on NEMSIS V2, they are moving to NEMSIS V3, we are working very closely with the group that is making the data dictionary changes so that we make sure we can standardize things across the board, but need to see what the State approves first, and then we will implement ours.

Livingston County Report – Karen Dewar

- Currently working with Fire Depts for cyanokits, what they need them and use them for. Education piece in motion to send out.
- Noyes having Ebola drill in April, patient will be transferred out of their hospital.
- Would like to create panel to meet with ambulance captains, police departments and flight agencies to discuss what types of patients are appropriate for flight calls.

Monroe County Report – Tim Czapranski

- Honeoye Falls & Mumford FDs to carry cyanokits.
- 3/18 EMS status page will be transferred to a new server, this should be invisible.
- Monroe County EMS Deputy Coordinator Special Operations – 4 positions open
- Ebola Transport Units Monroe County – working with the Dept of Health to get PAPRs.

Next Meeting is May 18th in Livingston County

Link for full meeting video:

<https://youtu.be/NUwNzWuFcrI>