

# MLREMSC Executive Meeting

## Meeting Minutes

Subject	MLREMSC Executive				Meeting Notes : Date				February 8, 2016			
Facilitator	Reg Allen, Chair				Time				8:31 am ended at 9:16 am			
Location	GoToMeeting				Scribe				Tim Frost, Secretary			
Members Attendance:	5-15	6-15	7-15	8-15	9-15	10-15	11-15	12-15	01-16	02-16		
Allen, Reg	P	P	P	P	P	P	P	P	P	P		
Bailey, Donna	A	P	P	E	P	P	P	P	P	P		
Bonfiglio, Tom	-	-	-	-	-	-	-	-	P	P		
Coyle, Tom	A	A	P	P	P	E	E	P	P	E		
Cushman, Jeremy	P	P	P	E	P	E	P	E	P	P		
Czapranski, Tim	A	A	P	A	A	E	P	A	A	E		
Dewar, Karen	P	P	P	P	P	P	P	P	P	P		
Frost, Tim	P	P	P	P	P	P	P	P	P	P		
Hoskins, Mike	A	A	P	P	P	P	E	P	P	P		
Murray, Elizabeth	-	-	P	P	P	E	A	E	A	E		
Philippy, Mark	P	P	P	E	P	P	P	P	P	P		
Rathfelder, Eric	A	P	P	E	P	P	P	P	P	E		
Sensenbach, Ben	P	A	P	P	P	P	P	P	P	P		
Bortle, Jason	P	A	A	P	P	E	A	A	A	E		
Key Points Discussed and Action Items												
No.	Topic							Action Item(s)			Target Date	
1.	Chair Report – R. Allen <ul style="list-style-type: none"> <li>• Discussion Items               <ul style="list-style-type: none"> <li>a. In Person Exec Meeting                   <ul style="list-style-type: none"> <li>i. There is concern about attendance</li> <li>ii. There was several comments that this is not necessary</li> </ul> </li> </ul> </li> </ul>											

# MLREMSC Executive Meeting

	<ul style="list-style-type: none"> <li>iii. The idea of quarterly meeting was put out there,</li> <li>iv. The program agency offered up the space</li> <li>v. The consensus is that we will attempt to run the meeting quarterly.             <ul style="list-style-type: none"> <li>1. There will be some additional conversation about having this meeting starting in the 3<sup>rd</sup> quarter (July)</li> </ul> </li> <li>b. Moving location of Council meetings             <ul style="list-style-type: none"> <li>i. There are some scheduling issues at the PSTF but we always get a room.                 <ul style="list-style-type: none"> <li>1. MLREMS is not a priority for scheduling</li> </ul> </li> <li>ii. Do we actually believe that other people would attend</li> <li>iii. There is a benefit to having the meeting in static locations.</li> <li>iv. Would College Town be able to facilitate our meeting – the answer is yes, there is free parking                 <ul style="list-style-type: none"> <li>1. Jeremy – this move if it were to happen may distance us even further from the community. The perception that the U of R is “taking over”</li> </ul> </li> <li>v. Ben will contact the PSTF to see if we can resolve any of our issues</li> </ul> </li> <li>• EMS May Memorial2016</li> <li>• 2016 Goals             <ul style="list-style-type: none"> <li>c. Creation of Provider Safety Tag                 <ul style="list-style-type: none"> <li>i. Q1 perform a GAP Analysis</li> <li>ii. Q2-Q4 fill the GAP</li> </ul> </li> <li>d. Create a financial plan under the following conditions:</li> </ul> </li> </ul>		
--	--	--	--

# MLREMSC Executive Meeting

	<ul style="list-style-type: none"><li>i. Continued long term existence of MLREMS</li><li>ii. Investment Opportunities</li><li>iii. Pursue Grant Initiatives</li><li>• NYS Dates to Remember<ul style="list-style-type: none"><li>e. SEMAC &amp; SEMSCO Meetings<ul style="list-style-type: none"><li>i. March 1<sup>st</sup> &amp; 2<sup>nd</sup> 2016</li><li>ii. May 24 &amp; 25, 2016</li><li>iii. September 13 &amp; 14, 2016</li><li>iv. January 10 &amp; 11, 2017</li></ul></li><li>f. EMS Memorial<ul style="list-style-type: none"><li>i. Tuesday May 17<sup>th</sup> at 11am</li></ul></li><li>g. Vital Signs Conference<ul style="list-style-type: none"><li>i. Syracuse October 13 – 16, 2016</li></ul></li></ul></li></ul>		
--	--	--	--

# MLREMSC Executive Meeting

2.	<p><u>Vice Chair</u> – T. Coyle - Excused</p> <ul style="list-style-type: none"> <li>• No Report</li> </ul>		
3.	<p><u>Secretary</u> – T. Frost</p> <ul style="list-style-type: none"> <li>• Motion to pass January Meeting Minutes               <ul style="list-style-type: none"> <li>○ Made by Frost / 2<sup>nd</sup> by Mark Philippy / Motion Passes</li> </ul> </li> <li>• Yearly vs. Fiscal Operations               <ul style="list-style-type: none"> <li>○ In reviewing the deliverables to NYS with Mindy and Ben it was noticed that our operational year and our fiscal year don't match up. Our fiscal year starts April 1 and ends March 31<sup>st</sup>. All of our bylaws and practices are based on a working calendar year.                   <ul style="list-style-type: none"> <li>▪ Is anyone aware of a reason other than oversight for why would do this?</li> <li>▪ We should align operations with fiscal?</li> <li>▪ The consensus is that we investigate this further and Mark will put this on the agenda for NEG</li> </ul> </li> </ul> </li> </ul>		
4.	<p><u>Treasurer</u> – M. Hoskins</p> <ul style="list-style-type: none"> <li>• All financials are up to date</li> <li>• Ben - we should see our deposit this week. If Mike does not see it by mid week please notify Ben.</li> <li>• Will hopefully have more information on our financial planning by the next exec meeting.</li> </ul>		
	<b>System Medical Director &amp; Program Agency</b>		
5.	<p><u>System Medical Director</u> – Dr. J. Cushman</p> <ul style="list-style-type: none"> <li>• In the shadow of the common sourcing tag report, what role would MLREMS like to have in identifying potential solutions?               <ul style="list-style-type: none"> <li>○ Convene a working group to look at this report and make some suggesting on how we can improve and streamline processes.</li> <li>○ Karen – interested in assisting</li> </ul> </li> </ul>		

# MLREMSC Executive Meeting

	<ul style="list-style-type: none"><li>○ The goal will be to set up at least two meeting to start moving forward. The question is “How as a system do we get this information out.”</li></ul>		
6.	<p><u>Program Agency</u> – B. Sensenbach</p> <ul style="list-style-type: none"><li>• No report</li><li>• “We are getting used to the new State report”<ul style="list-style-type: none"><li>○ When we get information back from NYS we will share</li></ul></li></ul>		

# MLREMSC Executive Meeting

	<b>County and New York State Representatives</b>		
<b>7.</b>	Livingston County Coordinator – K. Dewar <ul style="list-style-type: none"> <li>▪ No Report</li> </ul>		
<b>8.</b>	Monroe County Coordinator – T. Czapranski – Excused <ul style="list-style-type: none"> <li>• No Report</li> </ul>		
<b>9.</b>	REMAC –Dr. Murray - Excused <ul style="list-style-type: none"> <li>• No Report</li> <li>• Ben – Dr. Murray is working on an initiative with the Patient Safety Committee on pediatric cardiac arrest / intubation – best practices. One of the goals is to create tools for long-term agency use.</li> <li>• Jeremy -Collaborative Protocol work group is moving forward</li> </ul>		
<b>10.</b>	NYS EMS Council – <ul style="list-style-type: none"> <li>• Term ended, new representative to be selected by NYS Commissioner of Health.</li> </ul>		
	<b>Committee Chairperson Reports</b>		
<b>11.</b>	System Operations – T. Bonfiglio <ul style="list-style-type: none"> <li>• No report</li> </ul>		
<b>12.</b>	NEG – M. Philippy <ul style="list-style-type: none"> <li>• No report</li> </ul>		
<b>13.</b>	PIER – D. Bailey <ul style="list-style-type: none"> <li>▪ No report – meeting tomorrow</li> </ul>		
<b>14.</b>	Training & Education – E. Rathfelder - Excused <ul style="list-style-type: none"> <li>▪ No Report</li> </ul>		

# MLREMSC Executive Meeting

<b>15.</b>	Other Business <ul style="list-style-type: none"><li>• No new business</li></ul>		
<b>16.</b>	Next Meeting(s) <ul style="list-style-type: none"><li>• March 14</li></ul>		