

MLREMS Executive Committee Meeting

Meeting Minutes

Subject	MLREMS Executive Committee	Meeting Notes : Dates	10-10-2011		
Facilitator	Mark Tornstrom - Chair	Time	08:30AM		
Location	GoTo Meeting	Scribe	Tim Frost		
Attendees	Mark Tornstrom; Tim Frost; Jeremy Cushman; Tracy DeMarse; Reg Allen; Dick Tripp, Karen Dewer, Darrin Batty				
	This workgroup's responsibility is:				
Key Points Discussed and Action Items					
No.	Topic	Action Item(s)	Resources	Target Date	
1	Chairperson (Mark Tornstrom) <ul style="list-style-type: none"> • Review of Agenda / Minutes <ul style="list-style-type: none"> ○ Review of Agenda / Minutes <ul style="list-style-type: none"> ▪ No Changes 				
2	Vice Chair (Tim Frost) <ul style="list-style-type: none"> • No Report 				

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3	<p>Secretary (Tim Frost, Interim)</p> <ul style="list-style-type: none"> • Updated Rosters <ul style="list-style-type: none"> ○ Still question on term of REMAC Physician Terms • Attendance status for REMAC and REMSCO <ul style="list-style-type: none"> ○ Responses will be received until the October RESMCO Meeting ○ Attendance letters will be sent after October Meeting 			
4	<p>Treasurer (Reg Allen)</p> <ul style="list-style-type: none"> • TAG Committee progress • Direct pay to instructors (worker comp) <ul style="list-style-type: none"> ○ There is a potential exposure that the University is taking on, in regards to workers comp. This is not worth changing at this time. • September Financials <ul style="list-style-type: none"> ○ Partial Payment to U of R pending NYS reimbursement <ul style="list-style-type: none"> ▪ Tracy reports that NYS has sent correspondence that the funds have been released ○ Late Filing of taxes, year 2009-2010 <ul style="list-style-type: none"> ▪ There was a mix up in addresses in that we need to send it to places when we are late. Lesson learned. We will see if they accept the letter of explanation. ○ Mengel Metzger Barr – Accounting overview engagement letter <ul style="list-style-type: none"> ▪ They are charging us \$100 / hour and Reg believes that to be high. “Their rates have not changed in 12 years”. Is changing our accounting firm right now, may not be in our best interest? Reg does not believe so but will RFP if necessary. <ul style="list-style-type: none"> • Requested an engagement letter. In which 			

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	<p>Reg has in hand. This will be renewed annually</p> <ul style="list-style-type: none"> ○ Consideration of Fees and Services <ul style="list-style-type: none"> ▪ Letter to area hospitals <ul style="list-style-type: none"> • Fee for AED registration <ul style="list-style-type: none"> ○ HVA utilizes a “evaluation” system for Henrietta Businesses with AED’s – Suggestion to see if other agencies may be willing to assist with evaluation in their district. This will decrease workload on the Program Agency • Fee for CON processing <ul style="list-style-type: none"> ○ Ask Darrin to review process to assure to cover cost • Regional Fee for Paramedic Credentialing <ul style="list-style-type: none"> ○ Just a thought for future reference • 2010-2011 audit underway 	<p>We are going to reach out to area Hospitals to seek Financial Support. Reg will draft a letter</p>		
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5	<p>Office Manager (Tracy DeMarse)</p> <ul style="list-style-type: none"> • Contingency Plan <ul style="list-style-type: none"> ○ This document needs to be voted on next week ○ Tornstrom – who is choosing salary and other things, but seems to be typical U of R language • RFP Tag Report <ul style="list-style-type: none"> ○ Recommendation has been made and sent out to the membership. ○ Tornstrom – We should do some sort of recognition for this group. A majority of these people are not members of the REMSCO. This was a significant amount of work!! <ul style="list-style-type: none"> ▪ the rest of Exec agreed • Quarterly reports are in progress 			
6	<p>Regional Medical Director (Jeremy Cushman)</p> <ul style="list-style-type: none"> • No Report 			
7	<p>System Operations Committee (Darrin Batty)</p> <ul style="list-style-type: none"> • Brockport Vote Monday <ul style="list-style-type: none"> ○ Committee will bring forward a 2nd motion • Darrin will send drafts of policies to NEG 			
8	<p>NEG (Reg Allen)</p> <ul style="list-style-type: none"> • Presentation of current slate of candidate for MLREMS and REMAC <ul style="list-style-type: none"> ○ There is a person for every position for REMSCO minus a Livingston cnty seat ○ REMAC is all but 1 spot as well ○ Karen is going to reach out to Amy Pollard to for status of attendance for REMAC (Noyes) (Physician Seat) • Policy review – Pending • By-law update, progressing 			
	<p>PIER (Dick Tripp)</p>			

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	<ul style="list-style-type: none"> • STEP Conference Update <ul style="list-style-type: none"> ○ Dick has attended a couple of the meetings now. Things are going much “smoother” this year. ○ Sponsorship <ul style="list-style-type: none"> ▪ STEP is asking for \$ to go toward a vendor to handle electronic registration / Certificates and all tracking ▪ REPs will be at the meeting next week <ul style="list-style-type: none"> • Jackie & Mindi will be attending 			
10	REMAC (Manish Shah - Absent) <ul style="list-style-type: none"> • No meeting in October secondary to quorum issue • Discussion to be had about meetings & Quorum 			
11	Training Committee (Paul Bishop - Absent) <ul style="list-style-type: none"> • No Report 			
12	Monroe County EMS (Tim Czapranski - Absent) <ul style="list-style-type: none"> • No report 			
13	Livingston County EMS (Karen Dewar) <ul style="list-style-type: none"> • The transition into the new role has been fun • Captains meeting last week was well attended 			
14	State EMS Council <ul style="list-style-type: none"> • September meeting cancelled due to flooding and weather • Next meeting January 24 & 25, 2012 			
14	LEPC <ul style="list-style-type: none"> • Meeting next week 			
15	Other Business <ul style="list-style-type: none"> • No report 			
17	Next Meeting – October 17, 2011 Full Council / No REMAC			