

PIER Committee Meeting Minutes September 16, 2015

Attendees: Donna Bailey, Mindy Johnston, Deb Curran

1. Welcome
2. Clarifications or corrections to previous meeting minutes
3. Action Items Review
4. Community programs
 - a. Why is Community CPR Not available on Community page? Only on News page? Along with Safe Sleep Coalition? Should we be adding the other Community-available stuff provided by agencies (e.g., Car seats, BPs, loan closets, etc)? **DISCUSSION: Original intent of Community CPR listed on website was for providers, not community. Team would like to work towards having our own "tab" on mlrems.org as a resource for both providers and people in our communities for several things.**
5. Mission / Vision for PIER **DISCUSSION: Donna to send drafts from George to Mindy for distribution to rest of team.**
6. 2016 Award Application Packet **DISCUSSION: Mindy to forward packet to rest of team for review.**
7. Lights & Siren Response Educational Opportunity for public awareness? **DISCUSSION: Donna needs to find out from MLREMS Council if this is feasible, some concern regarding needing to do this carefully.**
8. Next meeting: Wednesday, October 14, 8:30 a.m. via GoToMeeting

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeeting.com/join/602580909>

You can also dial in using your phone.

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Action Items

Who	What	By When	Status	Outcome
Team	Decide how often to meet	5/20	✓	Monthly, 2 nd Wednesday, 8:30-9:30 a.m.
Mindy	Send GoToMeeting invite for monthly meetings	5/22	✓	
Donna/Deb	Send vendor addresses to Mindy so she can send thank you letters	5/26	✓	
Mindy	Send thank you letters to vendors. Letter to include next year's event date & any vendor specific requests	6/10	✓	All sent except bounce house vendor did not respond to request for address to send one
Deb	Send her picnic pics to Dropbox	6/10	✓	
Team	Set dates for award packets sent to participants and deadline for receipt of 2016 regional award applications	6/10	✓	Award packets sent: 1 st week of January Deadline for applications: March 1, 2016
Donna	List donations in picnic budget document so we can keep track of monies saved also	6/10	✓	
Mindy	Develop short survey to go out to agency leadership regarding what community programs are offered by them and what they do to reward their members. She will send out to team for final review.	7/17	✓	
Ben	Looking into if we can have "free" table space outside vendor area at Vital Signs Conference in Syracuse	8/12	✓	Cost of \$900 for table
Mindy	Sending results from community services programs to committee members	8/14	✓	
Donna	Try to find the NYS and/or National PIER Mission & Vision statements, send to committee members prior to Sept meeting	9/9	✓	
Team	Design survey for regional EMS agencies & hospitals, asking what they perceive barriers to be for sending applications for award applicants. Include specifics, such as: <ul style="list-style-type: none"> • Would you use technical writing assistance, if it was available to you? 	9/9		Removed for now

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Who	What	By When	Status	Outcome
	• <i>Would monthly reminders help?</i>			
Team	Brainstorm ideas on how to increase number of applicants for awards	9/9	✓	
Mindy/Ben	Look at trying to simplify the award application by adding dropdown boxes, where applicable	9/9	✓	
Donna	Send URL of SC PIER Team webpage to Mindy & include as "homework" for team to review & try to create our own mission & vision at July meeting	9/18		http://scpierteam.org/
Donna	Send mission/vision emails from George to Mindy to disseminate to rest of team	9/18		
Donna	Check with NEG Chair about criteria being developed for businesses to give EMS personnel discounts for services	10/7	✓	
Team	Review mission & vision information so we can create our own.	10/14		
Deb	Talk to Chris Murtaugh about feasibility of PIO Group in region	10/14		
Donna	Look up NYS law on lights and sirens	10/14		
Deb	Contact additional agencies for their information on community programs	10/14		
Mindy	Contact Karen Knauf for contact names/numbers for possible EMS Week Kickoff Event donations	1/20/16		
Team	Make personal visits to regional agencies to promote regional awards and offer assistance in writing submissions	2/1/2016		