



**Systems Operations Committee  
June 12, 2018  
Meeting Minutes**

**Attendees: Tom Coyle, Tim Frost, Tim Czapranski, Mark Philippy, Tom Bonfiglio, Tom Kirchoff, Tim Kelly, Aaron Farney, Karen Dewar, (Ben Sensenbach, Mindy Johnston – Guests)**

**Webster EMS**

- Letter has been received from Cohen 6/11/18 with the opinion that the application is complete and can be moved through the Public Hearing process.
- Ben reached out to Bob Delagi regarding FOIL requests. We've received several requests. This question has also been sent out to Cohen for clarification. Once decided, we will share the redacted version electronically, we do not have a fee schedule for hard copies. If paper copies are requested, 0.25 per page is the going rate.
- Motion to accept the Webster Municipal application as complete made by Tim Czapranski, seconded by Tom Bonfiglio. All in favor – 9 yes, 0 opposed, 0 abstentions. Discussion – no further discussion on completeness. Motion passes.
- Ad-hoc committee
  - Tim Kelly is going to reach out to Jon Smith and Matt Comer regarding joining the ad-hoc committee to avoid real and perceived conflict of interest for this review committee.
    - A few members question whether there is an actual need to do so being that we have quorum with the Systems Committee and there really is only one person with a real conflict of interest per policy.
    - Question on 06-06 language – clarification request sent to Cohen on whether we can solicit EMS Community members or if the ad-hoc committee have to be members of Council.
- In order to adhere to timelines, we are looking at Monday, July 9<sup>th</sup> as the hearing date. Once we find out who will be on the ad-hoc committee, we will solicit availability and confirm details to get the public notice out. We are hoping to have it at Webster Schroeder High School – the request has been sent to the school.