

Meeting Minutes January 28, 2019

I. ATTENDANCE

	NAME	CATEGORY	OFFICER / COMMITTEE CHAIR	TERM	2018- 05	2018- 07-26	2018- 07-30	2018- 09	2018- 11	2019- 01
1	Allen, Reg	Monroe County - 5th EMS Battalion	Chairperson	3/31/2022	E	P	P	P	E	P
2	Arnold, William	Monroe County - 4th EMS Battalion		3/31/2021	P	P	P	P	E	P
3	Bailey, Donna	Livingston County - Transport Agency (Seat 1)	P.I.E.R.	3/31/2021	P	P	P	P	P	P
4	Bonfiglio, Thomas	City of Rochester EMS Contract	System Operations	3/31/2021	P	P	P	P	P	P
5	Cook, Alex	Livingston County - Transport Agency (Seat 2)		3/31/2019	P	P	P	E	P	P
6	Coyle, Thomas	Monroe County - C.O.N.		3/31/2021	P	P	E	E	P	P
7	Curran, Deb	At Large EMS Agency (Seat 3)		3/31/2019	P	P	P	E	P	P
8	Cushman, Jeremy	MLREMS - Medical Director		Ex-Officio	P	P	P	P	P	P
9	Czapranski, Tim	Monroe County - EMS Coordinator		Ex-Officio	P	P	P	P	P	E
10	Dewar, Karen	Livingston County - EMS Coordinator		Ex-Officio	P	P	P	P	P	P
11	Farney, Aaron	Healthcare Representative (Seat 2)		3/31/2021	P	P	P	P	P	P
12	Frost, Tim	Livingston County - C.O.N.	Secretary	3/31/2021	P	E	P	P	P	P
13	Hartman, James	Monroe County - BLSFR (Seat 2)		3/31/2021	A	A	A	A	P	P
14	Horowitz, Aaron	EMS Training / Education		3/31/2019	P	P	P	P	P	P
15	Hoskins, Michael	At Large EMS Agency (Seat 2)	Treasurer / Finance	3/31/2019	P	P	P	P	P	E
16	Jordan, Julie	Monroe County - ALSFR		3/31/2019	P	P	P	P	E	P
17	Kelly, Timothy	Livingston County - Transport Agency (Seat 3)		3/31/2021	P	P	P	P	P	P
18	Kirchoff, Thomas	Monroe County - 1st EMS Battalion		3/31/2021	E	P	P	P	P	P
19	Klueber, Geordie	Livingston County - BLSFR		3/31/2019	E	P	P	P	P	P
20	Palma, William	Monroe County - BLSFR (Seat 1)		3/31/2021	P	E	E	P	P	E
21	Philippy, Mark	At Large EMS Agency (Seat 1)	Vice Chair / N.E.G.	3/31/2021	P	P	E	P	P	P
22	Rathfelder, Eric	Law Enforcement	Training & Ed	3/31/2019	E	P	P	E	P	P
23	Smith, Merideth	Community		3/31/2021	E	E	P	E	P	P
24	Williams, Gwen	Healthcare Representative (Seat 3)		3/31/2020	P	P	P	P	P	P
25	z-Vacant	Healthcare Representative (Seat 1)		3/31/2022	Bishop - A	Bishop - A	Bishop - A	Bishop - A	VACANT	VACANT
26	z-Vacant	REMAC Chairperson		3/31/2019	Murray - P	Murray - E	VACANT	VACANT	VACANT	VACANT
27	z-Vacant	Monroe County - 2nd EMS Battalion		3/31/2021	Rudow - P	Rudow - E	Rudow - P	Rudow - A	VACANT	VACANT
28	z-Vacant	Monroe County - 3rd EMS Battalion		3/31/2020	Tracy - E	Tracy - E	Tracy - A	Tracy - E	VACANT	VACANT

LEGEND:

Present = P

Excused Absents = E

Unexcused Absents = A

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II. Actions

	MOTION	MADE BY	SECOND	ABSTAIN	NAY	APPROVED
1	To approve the By-Laws as submitted, with leave to adjust spelling, grammar, and word usage without substantive change to the overall content as necessary to provide readability and consistency. <ul style="list-style-type: none"> Amendment Made by Cushman, Jeremy seconded by Julie Jordan <ul style="list-style-type: none"> The Chair shall have served in one of the following positions prior to being elected to this office. Roll Call: Yes – 21, No – 0, Abstain – 0, Absent – 3, Vacant – 4, COI – 0	Philippy, Mark	Arnold, Bill			X
2	To approve the Certificate of Need / Certificate of Operating Authority Policy as submitted, with leave to adjust spelling, grammar, and word usage without substantive change to the overall content as necessary to provide readability and consistency. Roll Call: Yes – 21, No – 0, Abstain – 0, Absent – 3, Vacant – 4, COI – 0	Philippy, Mark	Frost, Tim			X
3	To approve the CON/COA Schedule of Fees as submitted. Roll Call: Yes – 21, No – 0, Abstain – 0, Absent – 3, Vacant – 4, COI – 0	Philippy, Mark	Kelly, Tim			X
4	To allow current slate of at-large nominees to be placed on one (1) broad at-large election ballot. Roll Call: Yes – 21, No – 0, Abstain – 0, Absent – 3, Vacant – 4, COI – 0	Philippy, Mark	Arnold, Bill			X
5	To suspend backgrounds processing for new/existing members until the NEG and new Vice Chair can review and revise the policy and address concerns raised by members of Council relative to security of personally identifying information. Roll Call: Yes – 19, No – 0, Abstain – 0, Absent – 5, Vacant – 4, COI – 0	Philippy, Mark	Curran, Deb			X
6	To approve November 19, 2018 MLREMSC meeting minutes as submitted.	Frost, Tim	Philippy, Mark			X
7	To replace the ALS Preceptor policy, last updated on September 30, 2016 with the ALS Preceptor policy included in the agenda for this meeting.	Rathfelder, Eric	Arnold, Bill			X
	ELECTION RESULTS: MLREMSC Membership: <ul style="list-style-type: none"> EMS Agency At Large – Frost, Tim / Hoskins, Mike / Wiedman, Brian Livingston County CON Holder – Tinelli, Samuel Livingston County EMS Agency At Large – Cook, Alex Livingston County Fire / EMS Representative – Klueber, Geordie EMS Training / Education Representative – Horowitz, Aaron 					

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	<ul style="list-style-type: none"> • Law Enforcement Representative – Rathfelder, Eric REMAC Membership: <ul style="list-style-type: none"> • At Large Physician (voting) – Katsetos, Antonios • EMS Provider At Large (non-voting) <ul style="list-style-type: none"> ○ Bove, Michael ○ Bonfiglio, Thomas ○ Frost, Timothy ○ Neary, James 					
8	To adjourn	Arnold, Bill	Kelly, Tim			X

III. Attendance – Secretary call roll

- Confirmed Quorum
 - Excused Absence: Palma, Bill / Hoskins, Mike / Czapranski, Tim

IV. Chair – Reg Allen

- Reminders
 - STEP is 3/29-3/30, awards ceremony is on 3/29 at 4:15pm. Part of your responsibility of being on this Council is to participate in the award ceremony.

V. Vice Chair / NEG Report – Mark Philippy

- By-Laws – Draft documents have been sent out to the full Council.
- **Motion 1 - Passed**
 - Discussion? Eric Rathfelder – section that outlines the order of precedence for the Chair based on their previous positions. “Article 6, Section 1”. Confused about purpose of this section. Intent was that the Vice Chair position be a preparatory position for being Chair. The idea is that the Chair of the Council hold either Vice Chair or another position within the Council prior to being eligible to holding the Chair position to give them some background on the Chair position. Replace precedence with preference? Possibly keep it simple – the Vice Chair is expected to run for Chair position. In order to change Vice Chair to Chair-elect will require additional changes throughout the document. In section 1c, the Chair shall have served as the Chair elect (Vice Chair). Do we need to have a qualification so we can stop the succession if the Council so desires – perhaps a 2/3 vote instead of a simple majority? For the sake of moving forward – perhaps we simply leave it without precedence, include a colon to give Council the flexibility.

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- Amendment: The Chair shall have served in one of the following positions prior to being elected to this office.
 - Effective date will be today
 - Thank you to the NEG committee for your diligent work on this document in particular Merideth Smith, Ben Sensenbach and Tim Frost.
- Certificate of Need/Certificate of Operating Authority Policy –
- **Motion 2 – Passed**
 - Discussion? Karen Dewar – references legal review by Council’s attorney. We have had instances in the past where the Council’s attorney has declared a conflict, should we insert a contingency? We can adjust this to attorney appointed by the Council. Other comments?
- CON/COA Schedule of Fees (attachment to previous document)
- **Motion 3 – Passed**
 - Discussion – Mark Philippy on behalf of Mike Hoskins – thought about the \$5,000 deposit for CON transfers. As treasurers he hasn’t seen any transfers that have gotten to that cost. It would be more of an administrative burden for our treasurer. Sensenbach – when we adjusted these numbers, we based them off our historical d Elections – Election for MLREMS Council Members – Ballot to be submitted by 1/25/2019.
- **Motion 4 – Passed**
 - Following the election, the elected shall be assigned into one of two representative categories, 1.) at Large Agency and 2.) Monroe County at-large agency by the last name alphabetical order. All candidates are eligible for both seats. This deviation from the by-laws shall be for this election only and shall not establish precedent.
 - Discussion: Hartman – how will the next election be? You would have to apply for a specific seat.
 - Ballots distributed. Complete and submit to Mr. Kelly or Mr. Arnold. (Starting April 1st)
 - Backgrounds Policy
 - **Motion 5 – Passed**
 - Discussion? Tom Coyle – so if new members elected today would not have a background check done until this has been reviewed. Cushman – I sense what the concern is that by suspending the rules is indefinite. I would add that as long as we ensure NEG comes forward with the proposed changes at the next Council meeting. At that point we can revert to the previous policy or accept the newly revised policy.

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■ SEMSCO Representative – Mark Philippy/Dr. Cushman

- Report on the SEMSCO/SEMAC Meetings along with Dr. Cushman RE: SEMAC/Med
- Standards and protocol approvals
 - Collaborative protocols have been approved. The entire state have the updated Collaborative BLS protocols. The implications are minimal for our region. Exact date of transition is still pending – will have to be done by August. ALS Protocols have been updated as well. There are a few new protocols that will be distributed, but nothing massive.
 - Motion brought forward by the SEMAC Chair to endorse a letter to the Health Commissioner to say that EMS is an essential public service under general municipal law. Dr. Cushman is leading the TAG. Once organized, it will be brought to this body if we have interested members in participating in that. More to come. It may have direct and relevant effects on our EMS community.
- Training & Education – they are going to start credentialing CIC's as ALS or BLS. Regional faculty programs are being revised.
- EMSC – some literature may be coming down to your agencies regarding the survey that was sent out. PECC position they are advocating for is going to be pushed out as a recommendation through the bureau.
- Mr. Greenberg – working on EMS standards of care. We already have performance metrics in place, so there shouldn't be too much for us on this. They are pushing that concept statewide.
- Notice to the Bureau of our Alternate posting (Tom Bonfiglio)
- Upcoming Projects at SEMSCO
 - QA/QI Program document – hasn't been updated in many years. Philippy is leading the TAG and a few of the Program Agency Administrators will be included. If you are interested, please contact Mark.
 - Part 800 and Part 18 Revisions – What is carried on the ambulance is under review by a joint committee. In progress, if you have questions or concerns that are relative to how this effects your agency, please let Mark Philippy know.

VI. Secretary Report – Tim Frost

- November 19, 2019 minutes
 - Dr. Cushman edits for medication dosage and correcting the Directors Name.
 - Motion 6 – Passed

VII. Treasurer's Report – Reg Allen on behalf of Mike Hoskins

- Will be sending the audit to the group.

VIII. System Medical Director – Jeremy Cushman

- No Report

IX. Program Agency Report – Ben Sensenbach

- State Actions
 - Citywide Mobile Response Corporation
 - Violations of Part 800.22(h) and 800.23(a). The ambulance didn't have a stretcher in the ambulance when they had a patient and their cleanliness wasn't up to par.

X. Livingston County Report – Karen Dewar

- Looking for radio tower site in Lima area. Topographically challenging.
- Livingston County Office of Emergency Management grant received for the radio tower at the LCEMS site.

XI. Monroe County Report – Tim Czapranski

- Worked with Chair of Systems Ops and the Brockport EMS Chief on Brockport's 12-06. Likely introduced under Systems Ops report. Ben and Tom have an e-copy of the paperwork.
- Developing an EMS working group (TAG) for the new CAD. Hands on CAD use/testing will take place February 5th.
- EMS TAG continues to meet monthly with progress on concerns and issues. This TAG will morph into a "end user mobile device" TAG and we begin to integrate with the new CAD.
- We continue to move forward supporting Dr. Cushman's aggressive deadly behavior and rescue task force training through a learning system content grant – Dr. Cushman can speak to this.
- NEQ on behalf of Webster, Town of EMS sent me a request for information. Working on a response to the request.

XII. REMAC – Vacant

- No Report

XIII. Systems Ops Committee Report – Tom Bonfiglio

- Hamlin Ambulance CON Transfer to COVA Status
 - Additional application received. The application continues to be incomplete. Nothing to act on this evening.

XIV. PIER Committee Report – Donna Bailey

- Annual Awards
 - STEP MOU and the dollar amount we are going to offer
 - This year will be different – the award ceremony will be Friday afternoon at 4:15pm. Each award winner will receive two tickets except for agency of the year. The PIER Committee would like to bring a question to the Council. In the past, we’ve supplied vendor tables to our two hospital systems, but the cost per table has more than doubled (\$235/table). We could either do this or we are looking at offering the award winners a \$50 voucher toward the cost of the conference as we will not be able to financially support full registrations for our award winners. Cushman – I can’t speak for the hospital systems but having had conversations with the Chairs of both systems, they both see this as their opportunity to support the EMS systems and their presence at the tables aren’t necessary. They have great appreciation for the work of our EMS providers.
 - Please submit more award nominations – we have three nominations thus far, and the due date is February 1st 2019.

XV. Training & Education Committee Report – Eric Rathfelder

- I’ve attached a revised version of the ALS Preceptor policy that incorporates the feedback I received during the 30-day review period, so far. One document is a “clean” version which incorporates edits and the other shows the tracked changes. The content is the same in both and both should be sent out with the agenda. As far as T&E agenda items:
 - CLI/CIU information
 - ALS Preceptor policy changes
- **Motion 7 – Passed**
 - Discussion – there are a bunch of changes have been made. Nothing has been added since it was sent with the agenda.
- CIU that was scheduled for 1/12/19, there was only one person who registered and they were outside of our region. It was cancelled due to low interest. If your agency needs a course let us know. We are looking into posting a CLI original in April. More to come as things are finalized.

XVI. New Business

- Guest Bryan Mason from Union Hill Ambulance Re: Mutual Aid in the Town of Webster
 - UHVAC continues to have issues with being added to mutual aid plan for the town of Webster. They would like to seek Council advice on how to move forward.
 - Bonfiglio – we discussed this at the last Systems Ops meeting. We called the town’s attention to the law and policy for what’s required. In this case it’s actual not mutual aid as Union Hill has a CON for the operating territory. The town responded to the letter and is working with the County EMS Coordinator to write their sheet to meet regulations. The Systems Ops Committee is monitoring the situation. I would suggest you speak with the County EMS Coordinator. We don’t have the authority to force a municipality to do anything. We let them know they are in violation of State policy and the Department of Health is also aware of that. It’s moving in the right direction, but I suggest you contact with the County EMS Coordinator. Perhaps speak with your local State representation (Ross Zastrow) before going to the State directly.
- Guest Laurie Schwab - question regarding the transfer application (Hamlin to COVA) – were the letters distributed from the attorney general’s office to the Council? Yes they were.
- NYS DOH Dates to Remember
 - STEP Conference
 - March 29th & 30th
 - Vital Signs
 - 2019 TBD
 - Next Meeting
 - Monday, March 18, 2019 at PSTF, 1190 Scottsville Road, Rochester, NY at 1600

XVII. Adjournment

- Motion 8 – Passed

Link for full meeting video: <https://youtu.be/gHJjOLK61E8>



Date: Monday January 28, 2019

Roll Call Attendance: MLREMS

	Representative Category	Name	Present	Absent	Excused	Vacant
1	Monroe County - 5th EMS Battalion	Allen, Reg	X			
2	Monroe County - 4th EMS Battalion	Arnold, William	X			
3	Livingston County - Transport Agency (Seat 1)	Bailey, Donna	X			
4	City of Rochester EMS Contract	Bonfiglio, Thomas	X			
5	Livingston County - Transport Agency (Seat 2)	Cook, Alex	X			
6	Monroe County - C.O.N.	Coyle, Thomas	X			
7	At Large EMS Agency (Seat 3)	Curran, Deb	X			
8	MLREMS - Medical Director	Cushman, Jeremy	X			
9	Monroe County - EMS Coordinator	Czapranski, Tim			X	
10	Livingston County - EMS Coordinator	Dewar, Karen	X			
11	Healthcare Representative (Seat 2)	Farney, Aaron	X			
12	Livingston County - C.O.N.	Frost, Tim	X			
13	Monroe County - BLSFR (Seat 2)	Hartman, James	X			
14	EMS Training / Education	Horowitz, Aaron	X			
15	At Large EMS Agency (Seat 2)	Hoskins, Michael			X	
16	Monroe County - ALSFR	Jordan, Julie	X			
17	Livingston County - Transport Agency (Seat 3)	Kelly, Timothy	X			
18	Monroe County - 1st EMS Battalion	Kirchoff, Thomas	X			
19	Livingston County - BLSFR	Klueber, Geordie	X			
20	Monroe County - BLSFR (Seat 1)	Palma, William			X	
21	At Large EMS Agency (Seat 1)	Philippy, Mark	X			
22	Law Enforcement	Rathfelder, Eric	X			
23	Community	Smith, Merideth	X			
24	Healthcare Representative (Seat 3)	Williams, Gwen	X			
25	Monroe County - 2nd EMS Battalion	z-Vacant				X
26	Healthcare Representative (Seat 1)	z-Vacant				X
27	Monroe County - 3rd EMS Battalion	z-Vacant				X
28	REMAC Chairperson	z-Vacant				X
TOTALS			21	0	3	4

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Monroe-Livingston Regional EMS Council Meeting Roster
January 28, 2018

	GUEST'S - NAME (Please Print)	AGENCY	SIGNATURE
1	Ben Sensenbaur	DPM	[Signature]
2	ANDY CELSO	UHFD	[Signature]
3	Bryan Mason	UHFD	[Signature]
4	BRAD SENTHIESSEN	UHFD	[Signature]
5	ROSS R. ZASTROW	NYS-EMS	[Signature]
6	DIT RUDMAN	PENFIELD	[Signature]
7	N. Dayle	MFC	[Signature]
8	Brian Wiedman	Perinton Ambulance	[Signature]
9	Lauren Scheerab	COVA	[Signature]
10	Jason Spivey	COVA	[Signature]
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Date: January 28, 2019

Motion By: Philipppy, Mark

Motion: To approve the By-Laws as submitted, with leave to adjust spelling, grammar, and word usage without substantive change to the overall content as necessary to provide readability and consistency.

Second: Arnold, Bill

	Representative Category	Name	Yes	No	Abstain	Absent	Vacant	COI
1	Monroe County - 5th EMS Battalion	Allen, Reg	X					
2	Monroe County - 4th EMS Battalion	Arnold, William	X					
3	Livingston County - Transport Agency (Seat 1)	Bailey, Donna	X					
4	City of Rochester EMS Contract	Bonfiglio, Thomas	X					
5	Livingston County - Transport Agency (Seat 2)	Cook, Alex	X					
6	Monroe County - C.O.N.	Coyle, Thomas	X					
7	At Large EMS Agency (Seat 3)	Curran, Deb	X					
8	MLREMS - Medical Director	Cushman, Jeremy	X					
9	Monroe County - EMS Coordinator	Czapranski, Tim				X		
10	Livingston County - EMS Coordinator	Dewar, Karen	X					
11	Healthcare Representative (Seat 2)	Farney, Aaron	X					
12	Livingston County - C.O.N.	Frost, Tim	X					
13	Monroe County - BLSFR (Seat 2)	Hartman, James	X					
14	EMS Training / Education	Horowitz, Aaron	X					
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18	Monroe County - 1st EMS Battalion	Kirchoff, Thomas	X					
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20	Monroe County - BLSFR (Seat 1)	Palma, William				X		
21	At Large EMS Agency (Seat 1)	Philipppy, Mark	X					
22	Law Enforcement	Rathfelder, Eric	X					
23	Community	Smith, Merideth	X					
24	Healthcare Representative (Seat 3)	Williams, Gwen	X					
25	Monroe County - 2nd EMS Battalion	z-Vacant					X	
26	Healthcare Representative (Seat 1)	z-Vacant					X	
27	Monroe County - 3rd EMS Battalion	z-Vacant					X	
28	REMAC Chairperson	z-Vacant					X	

Results: Motion passes. Yes – 21, No – 0, Abstain – 0, Absent – 3, Vacant – 4, COI – 0

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Date: January 28, 2019

Motion By: Philipppy, Mark

Motion: To approve the Certificate of Need / Certificate of Operating Authority Policy as submitted, with leave to adjust spelling, grammar, and word usage without substantive change to the overall content as necessary to provide readability and consistency.

Second: Frost, Tim

	Representative Category	Name	Yes	No	Abstain	Absent	Vacant	COI
1	Monroe County - 5th EMS Battalion	Allen, Reg	X					
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28	REMAC Chairperson	z-Vacant					X	

Results: Motion passes. Yes – 21, No – 0, Abstain – 0, Absent – 3, Vacant – 4, COI – 0

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Date: January 28, 2019

Motion By: Philipppy, Mark

Motion: To approve CON/COA Schedule of Fees

Second: Kelly, Tim

	Representative Category	Name	Yes	No	Abstain	Absent	Vacant	COI
1	Monroe County - 5th EMS Battalion	Allen, Reg	X					
2	Monroe County - 4th EMS Battalion	Arnold, William	X					
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27	Monroe County - 3rd EMS Battalion	z-Vacant					X	
28	REMAC Chairperson	z-Vacant					X	

Results: Motion passes. Yes – 21, No – 0, Abstain – 0, Absent – 3, Vacant – 4, COI – 0

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Date: January 28, 2019

Motion By: Philipppy, Mark

Motion: To allow current slate of at-large nominees to be placed on one (1) broad at-large election ballot.

Second: Arnold, Bill

	Representative Category	Name	Yes	No	Abstain	Absent	Vacant	COI
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6	Monroe County - C.O.N.	Coyle, Thomas	X					
7	At Large EMS Agency (Seat 3)	Curran, Deb	X					
8	MLREMS - Medical Director	Cushman, Jeremy	X					
9	Monroe County - EMS Coordinator	Czapranski, Tim				X		
10	Livingston County - EMS Coordinator	Dewar, Karen	X					
11	Healthcare Representative (Seat 2)	Farney, Aaron	X					
12	Livingston County - C.O.N.	Frost, Tim	X					
13	Monroe County - BLSFR (Seat 2)	Hartman, James	X					
14	EMS Training / Education	Horowitz, Aaron	X					
15	At Large EMS Agency (Seat 2)	Hoskins, Michael				X		
16	Monroe County - ALSFR	Jordan, Julie	X					
17	Livingston County - Transport Agency (Seat 3)	Kelly, Timothy	X					
18	Monroe County - 1st EMS Battalion	Kirchoff, Thomas	X					
19	Livingston County - BLSFR	Klueber, Geordie	X					
20	Monroe County - BLSFR (Seat 1)	Palma, William				X		
21	At Large EMS Agency (Seat 1)	Philipppy, Mark	X					
22	Law Enforcement	Rathfelder, Eric	X					
23	Community	Smith, Merideth	X					
24	Healthcare Representative (Seat 3)	Williams, Gwen	X					
25	Monroe County - 2nd EMS Battalion	z-Vacant					X	
26	Healthcare Representative (Seat 1)	z-Vacant					X	
27	Monroe County - 3rd EMS Battalion	z-Vacant					X	
28	REMAC Chairperson	z-Vacant					X	

Results: Motion passes. Yes – 21, No – 0, Abstain – 0, Absent – 3, Vacant – 4, COI – 0

web www.mlrems.org
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office
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 Rochester, NY 14620

mailing
 601 Elmwood Avenue, Box 655
 Rochester, NY 14642



Date: January 28, 2019

Motion By: Philippy, Mark

Motion: To revise background policy by the March 2019 meeting

Second: Curran

	Representative Category	Name	Yes	No	Abstain	Absent	Vacant	COI
1	Monroe County - 5th EMS Battalion	Allen, Reg	X					
2	Monroe County - 4th EMS Battalion	Arnold, William				X		
3	Livingston County - Transport Agency (Seat 1)	Bailey, Donna	X					
4	City of Rochester EMS Contract	Bonfiglio, Thomas	X					
5	Livingston County - Transport Agency (Seat 2)	Cook, Alex	X					
6	Monroe County - C.O.N.	Coyle, Thomas	X					
7	At Large EMS Agency (Seat 3)	Curran, Deb	X					
8	MLREMS - Medical Director	Cushman, Jeremy	X					
9	Monroe County - EMS Coordinator	Czapranski, Tim				X		
10	Livingston County - EMS Coordinator	Dewar, Karen	X					
11	Healthcare Representative (Seat 2)	Farney, Aaron	X					
12	Livingston County - C.O.N.	Frost, Tim	X					
13	Monroe County - BLSFR (Seat 2)	Hartman, James	X					
14	EMS Training / Education	Horowitz, Aaron	X					
15	At Large EMS Agency (Seat 2)	Hoskins, Michael				X		
16	Monroe County - ALSFR	Jordan, Julie	X					
17	Livingston County - Transport Agency (Seat 3)	Kelly, Timothy				X		
18	Monroe County - 1st EMS Battalion	Kirchoff, Thomas	X					
19	Livingston County - BLSFR	Klueber, Geordie	X					
20	Monroe County - BLSFR (Seat 1)	Palma, William	X					
21	At Large EMS Agency (Seat 1)	Philippy, Mark	X					
22	Law Enforcement	Rathfelder, Eric	X					
23	Community	Smith, Merideth	X					
24	Healthcare Representative (Seat 3)	Williams, Gwen	X					
25	Monroe County - 2nd EMS Battalion	z-Vacant					X	
26	Healthcare Representative (Seat 1)	z-Vacant					X	
27	Monroe County - 3rd EMS Battalion	z-Vacant					X	
28	REMAC Chairperson	z-Vacant					X	

Results: Motion passes. Yes – 20, No – 0, Abstain – 0, Absent – 4, Vacant – 4, COI – 0

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REMAC:

At Large Physician (voting)
Vote for Two (2)

- 21 Antonios Katsetos
Ø OPEN

BLS Provider (non-voting)

- Ø OPEN

EMS Course Sponsor CIC (non-voting)

- Ø OPEN

EMS Provider At Large (non-voting)
Vote for Four (4)

- 16 James Neary *

- 6 Xavier Corujo

- 19 Timothy Frost *

- 9 Richard Garrett III

- 14 Michael Bove *

- 19 Thomas Bonfiglio *

At Large Community (non-voting)

- Ø OPEN

x Timothy Kelly 1/28/19

x Ø P E 1/28/19

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Monroe-Livingston Regional EMS Council Membership Election Ballot
January, 2019

COUNCIL:

EMS Agency At Large
Vote for Three (3)

-

1 Xavier Corujo
10 Deborah Curran
0 Davin Eschelman
16 Timothy Frost ✱
2 Richard Garrett
14 Michael Hoskins ✱
8 Julie Jordan
1 Troy McLymond
11 Brian Wiedman ✱

Livingston County CON Holder Agency
Vote for One (1)

-

20 Samuel Tinelli

Livingston County EMS Agency At Large
Vote for One (1)

-

20 Alex Cook

Livingston County Fire / EMS Representative
Vote for One (1)

-

20 Geordie Klueber

EMS Training / Education Representative
Vote for One (1)

-

20 Aaron Horowitz

Healthcare Representative
Vote for One (1)

-

OPEN

Law Enforcement Representative
Vote for One (1)

-

21 Eric Rathfelder

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Sean Hucko, CPA, LLC

Certified Public Accountant

November 30, 2018

To the Board of Directors
Monroe Livingston Regional
Emergency Medical Services Council, Inc.

We have audited the financial statements of Monroe-Livingston Regional EMS Council, Inc. for the year ended June 30, 2018, and have issued our report thereon dated November 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you September 20, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Monroe-Livingston Regional EMS Council, Inc. are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ending June 30, 2018. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of

management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures are corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 30, 2018.

Management Consultations with Other Independent Accountants


In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Directors and the management of Monroe-Livingston Regional EMS Council, Inc. and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



Sean Hucko, CPA, LLC

Sean Hucko, CPA, LLC

Certified Public Accountant

November 30, 2018

To the Board of Directors
Monroe Livingston Regional
Emergency Medical Services Council, Inc.

In planning and performing our audit of the financial statements of Monroe-Livingston Regional EMS Council, Inc. as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Monroe-Livingston Regional EMS Council, Inc.'s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the organization's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, the Board of Directors, and other within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.



Sean Hucko, CPA, LLC
Rochester, New York
November 30, 2018

Lawrence E. Johnston, CMA
Director

Sean Hucko, CPA
Proprietor

Gary G. Krauss, CPA
Affiliated Advisor