

MLREMS Executive Committee Meeting

Meeting Minutes

Subject	MLREMS Executive Committee	Meeting Notes : Dates	07-09-2012	
Facilitator	Tim Frost – Vice Chair	Time	08:30AM	
Location	GoTo Meeting	Scribe	Tim Frost	
Attendees	Tim Frost; Tracy DeMarse; Mark Tornstrom; Jeremy Cushman ; Reg Allen; Dick Tripp ; Karen Dewar ; Mark Philippy			
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"> • No Report– • Review of Agenda / Minutes • Annual Business Meeting • Committee Chairs ○ Need to reaffirm committee chairs • Transcription went over by 8 minutes. We will be invoiced for this time. ○ We will be adding minutes 			
2	Vice Chair (Tim Frost) <ul style="list-style-type: none"> • Vice Chair–No Report 			
3	Secretary (Tim Frost, InterimMark Philippy- Absent) <ul style="list-style-type: none"> –No Report • Transition Process <ul style="list-style-type: none"> ○ This will be accomplished this week with Mark Philippy • Attendance notification process ○ This should and will be a matter of public record 			

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	<ul style="list-style-type: none">○ Consider adding as a regular meeting agenda item○ Members in violation▪ Batty, Darrin▪ Leven, Dave▪ Shmigel, MD, Boris			
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4	<p>Treasurer (Reg Allen)</p> <ul style="list-style-type: none"> ● <u>Financial Report</u> <ul style="list-style-type: none"> ○ <u>Payment received</u> ○ <u>Reg will look into email notification for all deposits into our accounts.</u> ● <u>Current Financials</u> ○ <u>NYS Payment to date</u> ○ <u>Consideration of Fees for Services</u> ○ <u>Letter to area hospitals</u> ▪ <u>Mark and Reg still working on this</u> ● <u>We have received an update for our MLREMS Council Business insurance</u> <ul style="list-style-type: none"> ○ <u>The invoice is being processed for payment.</u> ○ <u>Will send policy to Tracy for filing.</u> ○ <u></u> 			
5	<p>Office Manager (Tracy DeMarse)</p> <ul style="list-style-type: none"> ● <u>Quarterly Report</u> <ul style="list-style-type: none"> ○ <u>In process should be completed this week for review</u> ○ <u>Will most likely be submitted to the State in August (small chance end of July)</u> ● <u>NYS Correspondence</u> <ul style="list-style-type: none"> ○ <u>State winners (Tracy will put this in the weekly)</u> <ul style="list-style-type: none"> ▪ <u>Matt Jarrett – BLS Provider</u> ▪ <u>Dwayne May – Nurse of Excellence</u> ● <u>The Training plan / Budget needs brought to the council for approval at the July meeting</u> ● <u>Specialty Course – needs approval as well</u> ● <u>MLREMS Facebook Page – Thoughts??</u> <ul style="list-style-type: none"> ○ <u>Would like to Bring this forward to the Council for potential trial.</u> ● <u>Working on quarterly reports this month hopefully to be completed by the end of January</u> 			

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| | <ul style="list-style-type: none">• Protocol Updates completed prior to State Meeting• Financials○ URMC Salary & Benefits a little more than expected, will keep an eye on this | | | |
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6	<p>Regional Medical Director (Jeremy Cushman - <u>Absent</u>)</p> <ul style="list-style-type: none"> ● <u>No Report</u> <ul style="list-style-type: none"> ● The protocol role out is well underway ○ ALS Mandatory & BLS Optional ● A pharmacist has put together lectures for the new medications ● SEMAG this month and hopefully are protocols are approved ● Cushman & Shah will not be at the January meetings ○ There are a couple of items that will need voted on ● There has been no correspondents from the State accepting Jeremy's appointment 			
7	<p>System Operations Committee (Darrin Batty - Absent <u>Tim Frost</u>)</p> <ul style="list-style-type: none"> ● <u>Working with Livonia / Brockport to complete original BLSFR Application for Agency Number</u> <ul style="list-style-type: none"> ● No report Tornstrom - Further information requested for the Point Pleasant-CON transfer. 			
8	<p>NEG (Reg Allen)</p> <ul style="list-style-type: none"> ● <u>Bylaws update is progressing</u> <ul style="list-style-type: none"> ○ <u>There is no course sponsor seat / training seat</u> <ul style="list-style-type: none"> ■ <u>Is this a good or a bad thing, we are not really sure</u> ■ <u>Do we need to have this seat (will also look at article 30 for verification of statute need)</u> ● <u>Open Seats (2 MLREMS / 1 REMAC)</u> <ul style="list-style-type: none"> ● REMAC election for open course sponsor seat ○ Have two candidates so far. ○ Will send out ballot to full council on 1/11/2012 ● What constitutes a Course Sponsor? ○ Is it position or institution that is a sponsor? 			

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- ~~Our current applicants “represent” the current course sponsors equally.~~
- ~~Will consider any CIC or CLI as representing a course sponsor for the purpose of this election.~~
- ~~Need to look at revising REMAC bylaw to reflect NYS definition of Course Sponsor representative~~
- ~~There are have no comments on the bylaw revisions as of yet~~
- ~~What constitutes a seconded motion?~~
- ~~Mark will draft a suggestion~~
- ~~Reg thought that we end seconded motion and that the committees will give a recommendation to be accepted by the council~~
- ~~We need better circulation of information~~
- ~~Put information out as far in advance as possible~~
- ~~To be discussed further at council~~
- ~~Procedure for accepting motions and not adjusting bylaws for this~~

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	<p>PIER (Dick Tripp—Absent)</p> <ul style="list-style-type: none"> • No Report Still running very slim on nominations for awards <ul style="list-style-type: none"> ○ Presented to the Livingston County Captains last week • STEP moving along Meeting next week • Mark The letter has not been sent to Jackie yet, and will go out today. • Tracy sent out a special notice last week for the awards • _____ 			
10	<p>REMAC (Manish Shah - Absent)</p> <ul style="list-style-type: none"> —No Report • _____ • Cushman Actions items will be sent out via email this week 			
11	<p>Training Committee (Jen Levey - Absent Paul Bishop—Absent)</p> <ul style="list-style-type: none"> • No report • _____ 			
12	<p>Monroe County EMS (Tim Czapranski - Absent—Absent) report via email</p> <ul style="list-style-type: none"> • Triage tags distributed to FR agencies • BID for triage tags has been sent out No Report 			
13	<p>Livingston County EMS (Karen Dewar—Absent)</p> <ul style="list-style-type: none"> • <u>In the process of formalizing partnership with law enforcement in the county.</u> • Working on Joint Training & Special Operations No report 			
14	<p>State EMS Council</p> <ul style="list-style-type: none"> • Meeting this month No meeting posted 			
14	<p>LEPC</p> <ul style="list-style-type: none"> • Next meeting in September Meeting this month 			

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15	<p>Other Business</p> <ul style="list-style-type: none"> ▪ No Other Business Mark – Should we have an informational session? Whether this is a ‘Summit’ or something else? • Jeremy – there are more questions than answers and we should probably wait until we have more answers. • Is the County planning on having an informational session? • EMS week will be discussed at the January Meeting ○ RGH has a suggestion about joint activities to benefit the region 			
17	<p>Next Meeting</p> <ul style="list-style-type: none"> • Julyanuary 16, 2012 – Council • Julyanuary 16, 2012 – REMAC 	-		

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