

MLREMS Executive Committee Meeting

Meeting Minutes

Subject	Executive Committee Meeting	Meeting Notes : Dates	2-14-2011	
Facilitator	Mark Tornstrom	Time	0830	
Location	GoTo Meeting	Scribe	Tom Bonfiglio	
Attendees	Mark Tornstrom / Tim Frost / Tracy Demarse / Jeremy Cushman / Dick Tripp / Tom Bonfiglio / Paul Bishop / Reg Allen / Darrin Batty			
	This workgroup's responsibility is:			
Key Points Discussed and Action Items				
No.	Topic	Notes / Action Item(s)	Resources	Target Date
1	Officer Reports <ul style="list-style-type: none"> • Chairperson (Tornstrom) <ul style="list-style-type: none"> ○ Agenda Items for February 14 2011 ○ Committee Membership ○ Strategic Plan Action items ○ Legal Representation • Vice Chairperson (Frost) • Secretary (Bonfiglio) • Treasurer (Allen) <ul style="list-style-type: none"> ○ Balance sheet ○ Finance Policy 	<ul style="list-style-type: none"> • Educate all Council members on the committees and importance of involvement • Mark to send out a email outlining the committees and their charge prior to the 21st meeting • Strategic Plan Action – above and as discussed in the NEG report • RFP for Legal representation to include CON review • Send out confirmation of seat occupancy • Send out Executive minutes from 1/2011 • Presented the balance sheet for 2010 will be shared with all members • Working on policies that will streamline the process – currently very slow 		1/30

MLREMS Executive Committee Meeting

2	<p>Staff Reports</p> <ul style="list-style-type: none"> • Office Manager (DeMarse) <ul style="list-style-type: none"> - Vouchers - Transcription Contract - Webpage Database - Charges for advertising - Budget for upcoming year - URMIC contract • Medical Director (Cushman) 	<ul style="list-style-type: none"> • Vouchers are up to date except for first quarter due to an error in the number used – under review • Transcription contract written - present to full council and to legal for review • Database evaluation of Ninth Brain completed, will be discussed further at full council meeting • Discussed at length charging for use of web page – Referred to Training and Education Committee for evaluation • Preparing the budget for the upcoming year • Making adjustments for changes in personnel for the URMIC contract • Many advisories posted on web site • LVAD training available • Pediatric vod-cast coming soon funding by a grant • Nicoletta will be out – replacement being sought and Amanda being cross trained 		
3	<p>Committee Reports</p> <ul style="list-style-type: none"> • Systems and Operations <ul style="list-style-type: none"> ○ NEQ CON ○ St. Paul BLS FR and Transfer ○ Request for Information ○ Brockport 	<ul style="list-style-type: none"> • NEQ is complete - letter from NYS – no appeal • St. Paul BLS FR looks complete • St. Paul transfer also was ok both to be presented at full Council • A request for information on formation of a new ambulance was received – referred to NYS • Brockport – no official notification yet 		

MLREMS Executive Committee Meeting

	<ul style="list-style-type: none"> • NEG <ul style="list-style-type: none"> ○ Open Seats on REMAC and Council ○ Seat Labels ○ By Law update • PIER (Tripp) <ul style="list-style-type: none"> ○ 2010 Award Nominations Process ○ STEP • Regional Emergency Medical Advisory Committee • Training Committee (Paul) 	<ul style="list-style-type: none"> • Currently At-Large opening on MLREMS and REMAC. Applications on hand for both, however for MLREMS do not meet description of seats. • Will introduce to full council seat labels, and descriptions with the desire to modify through NEG • Working on updates to By-Laws as needed • 21 applications received – none for youth, RN or Physician of Excellence. Vote at the full Council meeting 2/21 • Still no exact request from STEP or invitation to banquet head table • Will at least purchase a table at the banquet for award winners • Will wait for report from Dick after their next meeting 2/17 • Several policies, protocols up for review at next meeting • Regionalization TAG working on an appeal to the proposal presented • Posting for CIU, CLI, CIC classes • Working with Dave on transition 		
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4	County and Representation Reports <ul style="list-style-type: none"> • Livingston County EMS • Monroe County EMS (Czapranski Absent) 	<ul style="list-style-type: none"> • Kevin Neidermier to be contact • No Report 		
5	State EMS Council <ul style="list-style-type: none"> • Meetings Announced 3/29 &30, 5/24&25, 9/13 &14 	<ul style="list-style-type: none"> • Tim Czapranski and Paul Bishop representatives. Tim is Chair and very busy. Many items even with limited meetings 		
6	Monroe County Local Emergency Planning Committee (LEPC)	<ul style="list-style-type: none"> • Tom Coyle is representative, Mark Tornstrom alternate. They have not had a quorum for the last two meetings – no action 		
7	Other Business <ul style="list-style-type: none"> • DOH Funding • REMAC Quorum 	<ul style="list-style-type: none"> • Need to start planning for upcoming budget issues • Contingency plan – will be discussed off line • No representative from Noyes in years – they are willing to relinquish their seat for at large vacancy 		
8	Next Meeting <ul style="list-style-type: none"> • MLREMS Council – February 21st at PSTF • MLREMS Executive –March 14th 			