

MLREMS Executive Committee Meeting

Meeting Minutes

Subject	Executive Committee Meeting	Meeting Notes : Dates	12-13-2010	
Facilitator	Paul Bishop	Time	07:00am	
Location	GoTo Meeting	Scribe	Tim Frost	
Attendees	Paul Bishop / Mark Tornstrom / Tom Coyle / Tim Frost / Tim Czapranski / Jeremy Cushman / Darrin Batty / David Leven / Tracy DeMarse / Dick Tripp / Manish Shah			
	This workgroup's responsibility is:			
Key Points Discussed and Action Items				
No.	Topic	Notes / Action Item(s)	Resources	Target Date
1	<p>Officer Reports</p> <ul style="list-style-type: none"> • Chairperson (Bishop) <ul style="list-style-type: none"> ○ Agenda Items for December 20 Meeting ○ Refreshments ○ Transition Planning • Vice Chairperson (Tornstrom) <ul style="list-style-type: none"> ○ Strategic Plan Update • Secretary (Frost) <ul style="list-style-type: none"> ○ Randy Campbell • Treasurer (Coyle) 	<ul style="list-style-type: none"> • Elections • Policy to consider • Good idea and we do have money • Will be meeting with Mark and transition as much as possible • No update / please complete Job Descriptions • Resignation for At large seat Received 11/22/2010 • No Other Report 		<p>12/20</p> <p>12/20</p> <p>ASAP</p>

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	<ul style="list-style-type: none">○ Status of Vouchers with BEMS○ Transition Planning	<ul style="list-style-type: none">● Paid 1 out of 3 outstanding vouchers● Will set up meeting with new treasurer● No Other report		ASAP
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2	<p>Staff Reports</p> <ul style="list-style-type: none"> • Office Manager (DeMarse Absent report by Bishop) <ul style="list-style-type: none"> ○ Vouchers <ul style="list-style-type: none"> • Council 2nd Qtr, but not 1st rec'd • Program Agency 1st not yet rec'd ○ Yellow Book Audits – every 3rd year ○ Transcription Contract ○ Webpage Database ○ Multi-Regional Protocols • Medical Director (Cushman) 	<ul style="list-style-type: none"> • Working with Hatherall (Don't judge my spelling this is the first I have heard of them) Design to see what are options are for Website - regionalization • The State has taken the stance that it will be unable to complete State wide ALS protocols • LVAD update done • Significant content for the REMAC meeting 		
3	<p>Committee Reports</p> <ul style="list-style-type: none"> • Nominations Elections and Governance <ul style="list-style-type: none"> ○ Officers for 2011 vote in December ○ Open Seat for Randy Campbell ○ Revisions to COI Policy 	<ul style="list-style-type: none"> • Sent out current interest for officers seats • Will post for opening • “comma” added still need to add definition 		

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	<ul style="list-style-type: none"> • PIER (Tripp Absent) <ul style="list-style-type: none"> ○ 2010 Award Nominations Process • Regional Emergency Medical Advisory Committee (Tornstrom) • System Operations Committee (Batty) <ul style="list-style-type: none"> ○ Insignia • Training Committee (Dave absent) 	<p>of owner</p> <ul style="list-style-type: none"> • Meeting Guidelines – time binding things no other major changes will vote next meeting • Same time line as last year to meet STEP timelines • Procedure Votes • Protocol Revisions <ul style="list-style-type: none"> ○ RSI / SCT /Preceptor / Guidance Policy for Blood Draw • This will be a very busy meeting • More to come • Working on procedures for CON's • No Report 		12/20
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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"> • Still Looking for a coordinator • 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"> • No other report 		
6	Monroe County Local Emergency Planning Committee (LEPC) <ul style="list-style-type: none"> • Muffy Meisenzahl Retirement 	<ul style="list-style-type: none"> • Effective 12/31/2010 		
7	Other Business <ul style="list-style-type: none"> • 	No new Business		
8	Next Meeting <ul style="list-style-type: none"> • MLREMS Council – December 20 at PSTF • MLREMS Executive – January 3rd 			