

PIER Committee Meeting Minutes
January 13, 2016

Attendees: Donna Bailey, Mindy Johnston, Deb Curran, Ben Sensenbach, George Glessner

**** Please note new Go-To-Meeting information Below ****

1. Welcome
2. Clarifications or corrections to previous meeting minutes
3. Action Items Review
4. EMS Week Kickoff Event
 - a. First Aid Training for Boy Scouts & Girl Scouts
 - i. Need to make initial contact with both agencies with the idea. Deb to contact Boy Scouts, Donna to contact Girl Scouts.
 - b. Educational sessions
 - i. Possible EMS Safety Workshop
 1. Deb told committee Mark Philippy used to do a session that was very good. Training & Ed Committee is interested in designing something for region. Donna will talk with Eric Rathfelder to see if this could be done for kickoff event.
 - ii. Waiting to see if ACEP will be coming out soon with the theme for 2016 EMS Week, so we can start planning other training sessions.
 - iii. Would be sure the "training" component is met for using NYS \$\$
 - c. Food
 - i. Need to talk with Mark and Reg to see if we can legally use state \$\$ for food or bounce house. Donna will talk with Mark and Reg about this.
5. 2016 Award Application Packet
 - a. Donna & Deb to talk about agenda/plan for going out to smaller agencies to meet with them about the packet (pending).
 - b. Mindy to resend award application packet.
6. Mission / Vision for PIER (still need vision statement)
 - a. Draft Mission statement: ***The Monroe-Livingston Regional EMS Council (MLREMS) is committed to Educating and Informing the Emergency Medical Services Providers and Agencies about their role in the Emergency Medical Services Industry; promoting the services of MLREMS and the EMS Profession to the public and decision makers; and to the accepted integration of EMS in the continuum of Healthcare, through Public Information, Education and Relations. Discussion: Committee adopted this mission statement, after minor changes. Will run by Council Exec Committee for any issues.***
7. Next meeting: Wednesday, February 10, 8:30 a.m. via GoToMeeting

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeeting.com/join/386386125>

You can also dial in using your phone.

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Access Code: 386-386-125

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Action Items

Who	What	By When	Status	Outcome
Mindy	Resend award packet to distribution list	1/13	✓	
Mindy	Contact Karen Knauf for contact names/numbers for possible EMS Week Kickoff Event donations	1/20	?	
Team	Make personal visits to regional agencies to promote regional awards and offer assistance in writing submissions	2/1		
Deb/Donna	Go through list of agencies to see where possible starting point would be to visit them about awards and create agenda/plan to present.	2/10		
Mindy	Go online to see what rooms have been reserved for us at PSTC for event	2/10		
Donna	Make initial contact with Girl Scouts to test idea of the FA training	2/10	✓	Made phone call to woman I work with for my troop, she is ecstatic about the idea to do this training. She has a meeting with Boy Scout reps on 1/28 and they have been looking for ways to integrate and do more things together. She will present the idea and we will hopefully talk again before the next PIER meeting.
Deb	Make initial contact with Boy Scouts to test idea of the FA training	2/10		I told Deb to hold off contacting anyone for now, will wait outcome of joint meeting.
Donna	Talk (or email) Mark and Reg to find out if we can legally use NYS \$ to pay for food (and bounce house?)	2/10		
Donna	Talk with Eric regarding Training & Education Committee taking more of a lead role with educational piece of mini-conference (e.g., Safety for Providers workshop)	2/10		
		2015		
Team	Decide how often to meet	5/20	✓	Monthly, 2 nd Wednesday, 8:30-9:30 a.m.

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Who	What	By When	Status	Outcome
Mindy	Send GoToMeeting invite for monthly meetings	5/22	✓	
Donna/Deb	Send vendor addresses to Mindy so she can send thank you letters	5/26	✓	
Team	Create Vision statement	6/2016		
Mindy	Send thank you letters to vendors. Letter to include next year's event date & any vendor specific requests	6/10	✓	All sent except bounce house vendor did not respond to request for address to send one
Deb	Send her picnic pics to Dropbox	6/10	✓	
Team	Set dates for award packets sent to participants and deadline for receipt of 2016 regional award applications	6/10	✓	Award packets sent: 1 st week of January Deadline for applications: March 1, 2016
Donna	List donations in picnic budget document so we can keep track of monies saved also	6/10	✓	
Mindy	Develop short survey to go out to agency leadership regarding what community programs are offered by them and what they do to reward their members. She will send out to team for final review.	7/17	✓	
Ben	Looking into if we can have "free" table space outside vendor area at Vital Signs Conference in Syracuse	8/12	✓	Cost of \$900 for table
Mindy	Sending results from community services programs to committee members	8/14	✓	
Donna	Try to find the NYS and/or National PIER Mission & Vision statements, send to committee members prior to Sept meeting	9/9	✓	
Team	Brainstorm ideas on how to increase number of applicants for awards	9/9	✓	
Mindy/Ben	Look at trying to simplify the award application by adding dropdown boxes, where applicable	9/9	✓	
Donna	Send URL of SC PIER Team webpage to Mindy & include as "homework" for team to review & try to create our own mission & vision at July meeting	9/18	✓	http://scpierteam.org/
Donna	Send mission/vision emails from George to Mindy to disseminate to rest of team	9/18	✓	

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Who	What	By When	Status	Outcome
Donna	Check with NEG Chair about criteria being developed for businesses to give EMS personnel discounts for services	10/7	✓	
Deb	Talk to Chris Murtaugh about feasibility of PIO Group in region	10/14	✓	
Donna	Look up NYS law on lights and sirens	10/14	✓	
Deb	Contact additional agencies for their information on community programs	10/14	✓	
Mindy/Ben	Send award application packet to everyone so they can get started thinking about possible award recipients.	10/15	✓	
Donna	Talk with MLREMS Council Exec Committee about outcome of discussion with team about event setting for 2016	11/9	✓	
Team	Review mission & vision information so we can create our own.	11/11	✓	Mission statement reviewed, with few changes & adopted
Donna	Put the proposed Mission statement into meeting minutes with Reg's suggested change for all team members to makes comments/suggestions, find possible Vision statement to include as well.	11/13	✓	