

**Wyoming Erie Regional EMS Council
March 5, 2008
Meeting Minutes**

Chair: *In the absence (excused) of Chairman G. Gill, Secretary C. Smith called the meeting to order at 7:10*
Present: *On file*
Excused: *M. Barber, A. Billittier, M. Capron, K. Fedkiw, C. Fisher, G. Gill, J. Glass, W. Major, R. Martin, C. Mayer, J. Myers, N. Thomas, N. Williams*
Absent: *M. Thiell*

****PLEASE NOTE – ATTACHED IS A TABLE OF MOTIONS. THIS WILL BE USED FROM NOW ON TO REGISTER ALL MOTIONS MADE DURING MEETINGS. MOTIONS WILL NOT BE SHOWN IN THE REGULAR MINUTES. PLEASE REFER TO THIS NEW TABLE WHEN LOOKING FOR A SPECIFIC MOTION.****

Topic	Discussion / Action
I. PLEDGE OF ALLEGIANCE	
II. APPROVAL OF MINUTES	Motion # 08-10
III. CORRESPONDENCE	<p style="text-align: center;">INCOMING:</p> <ul style="list-style-type: none"> ▪ Enforcement Notification: Donald Mccarn from Cameron, NY EMT# 331762 Jonathan Leisch, New York, NY EMT# 344264 ▪ Copy of letter to Dr. Takats regarding “<i>certain medical policies and protocols used for the identification and transport of patients experiencing ST elevation related cardiac events, to hospitals with PCI capability.</i>” ▪ Course application from Richard Lama for an EMT-I Pilot Refresher at RM ▪ Course application from Sharon Hughes for an EMT-B Pilot Refresher ▪ Course application from Allen Lindquist for an EMT-P Pilot Refresher at RM ▪ Course application from Allen Lindquist for an EMT-CC Pilot Refresher at RM ▪ Invoice from Tom Luka for \$3500.00 for the WNY Stress Program ▪ Invoice for \$5,000.00 from Dr. Takats with a breakdown of his work ▪ Copy of letter to Greg Skibitsky from Gary Tuthill regarding East Concord’s CON. ▪ Copy of letter to Greg Skibitsky from Gary Tuthill regarding South Line Fire CON. ▪ Copy of letter to Greg Skibitsky from Gary Tuthill regarding Colden Fire Co. CON. ▪ PAD QI Report from NY State Department of Correctional Services ▪ January 23 & 24 SEMAC / SEMSCO minutes ▪ Contract reimbursement check from NYS DOH Bureau of EMS ▪ E-mail and hard copy memo from Office of Prehospital Care regarding their new dedicated fax line for prehospital EKG faxing and interpretation. ▪ Letter from Columbia University Mailman School of Public Health regarding a unique online training opportunity for EMTs.. Contact is Allison Conton (212) 305-1186 or ac2812@columbia.edu.

	<ul style="list-style-type: none"> ▪ Bill from the USPS for the Council’s PO Box. ▪ Copy of letter from Harris Beach to Gary Tuthill regarding: approval of South Line CON ▪ Copy of letter from Harris Beach to South Line FC Board of Fire Commissioners notifying of the Council’s approval of their CON. ▪ Letter from Lisa DeLong regarding contract advance payment. ▪ SEMAC/SEMSCO Minutes from 1/23 & 24 ▪ Prehospital QI manual ▪ Budget modification approval letter from L. DeLong ▪ Bee Publications advertising invoice from South Line Public Hearing \$94.97. 2nd notice ▪ CIC endorsement request from Adin Bradley of R/M for Charles Koepfel ▪ Copy of letter to Cliff Smith from Lee Burns, NYS DOH regarding electronic PCRs ▪ Copy of letter to Holly Baker, EMS Coordinator – E. Concord FD regarding their application for certification and new agency code (#0859) ▪ Enforcement Notification: Robert Fink, EMT # 3681, CIC# 4139. Darnell Hagins EMT # 352685 ▪ Letter from Columbia University Mailman School of Public Health regarding an online training opportunity for EMT’s, specifically ocular injuries resulting from WMD and bioterrorist incidents. ▪ Correspondence from Phillips Lytle, LLP regarding General Counsel for the WEREMS Council. Paperwork for the Chair to review and return, with a copy on file. ▪ Letter from Lee Burns regarding Colden Fire District’s Fit and Competency – NYS DOH found “no bar” based on the information found in public record. ▪ Application from Mike Morris for membership on the council. Invoice from the BEE Groups News regarding South Line CON public hearing notice. <p>Question on the correspondence; G. Skibitsky: Has the council received any further information regarding the WREMAC Chairman’s \$5,000 invoice. Chairman Gill informed him that the NYS Department of Health has stated that the WREMAC Chairman’s position is a volunteer position, the council should not be financially supporting this position, but reimbursing for out of pocket expenses is appropriate.</p> <p>Question on the correspondence; S. Carlo: Regarding the letter C. Smith from NYS concerning electronic PCRs. Cliff explained the letter to the council. S. Wander also explained the ePCR connection between the multiple program agencies, considering Rural Metro’s bi-county span (Erie & Niagara).</p> <p>Question on the correspondence; S. Carlo: Regarding the potential attorney change. Concern as to whether the Council Chairman has entered into a contract with the potential firm without approval by the council. This issue was to be brought to the full council for their approval, before any contracts are signed. Much discussion evolved.</p>
IV. TREASURER’S REPORT	<ul style="list-style-type: none"> • In M. Barber’s absence, her report was distributed and reviewed by G. Skibitsky, and the council. S.

	<p>Wander, Director for the newly contracted program agency was asked whether they (UEMS) are ready to bring A. Major onto their payroll, considering the council's funding for that position expires shortly. S. Wander reported that she came onto UEMS' payroll as of 2/25/08. Scott reviewed that Amy's time with the WREMAC needs to be dispersed among the three program agencies.</p> <ul style="list-style-type: none"> • The proposed budget for 4/08-3/09 was distributed and reviewed. Motion #08-11 • Regarding Dr. Takat's \$5,000 invoice. It was decided that if the council is not going to pay the invoiced \$5,000 then they would reimburse for itemized expenses through Dr. Takat's business. • WNY Stress Program – Motion #08-12 • Discussion regarding binders that the council members used to own, that had pertinent information in it regarding the council, members, agencies, ByLaws, etc. Would like new ones made up, for new members and to replace the old ones. Motion #08-13
V. MEDICAL ADVISORY COMMITTEE	<p>G. Skibitsky / S. Wander By Laws, finances and elections need to be straightened out. It was voted that elections will be held no later than 11/08</p>
VI. NEW YORK STATE EMS COUNCIL	<p>Meeting was today. Of the past 3 meetings, council has only been represented 1 time.</p>
VII. ERIE COUNTY	<p>G. Skibitsky reported the following:</p> <ul style="list-style-type: none"> • D. Neaverth has been appointed Deputy Commissioner of EMS • Still working on the 400 mhz. System • Pagers have been distributed to all first responders • Bioterrorism grant has been renewed • Hepatitis A incident, over 10,000 residents were given vaccinations. An after action report will be distributed, once completed. • S. Carlo stated on behalf of the ECC union, that workplaces were violated amidst the incident. Staff and students that are diabetic were not allowed into the cafeteria all week. There were security issues as well. These are all factors that Erie County was unaware of. Much discussion ensued.
VIII. WYOMING COUNTY	<p>W. Streicher brought paperwork from Sheldon Volunteer Fire Company. They would like the council's support in their task to become a Certified First Response agency; they are currently running at a BLS-FR level. A letter of support is needed from the council. Motion # 08-14</p>
IX. NEW YORK STATE STRESS REDUCTION PROGRAM	<p>G. Skibitsky reported that the program has been busy, answering calls for need. S. Carlo said that there is some training coming up. A newsletter will be attached.</p>
X. COMMITTEE REPORTS:	
A. Membership: A. Lapp	<p>Mike Morris has submitted an application for membership. He is a member of the East Amherst Volunteer Fire Company, looking forward to representing the northern part of Erie County on the council.</p>

	<p>Mike can be accepted as an alternate. Motion #08-15</p> <p>The current membership is as follows: Erie County: 13 members, 2 alternates. Wyoming County: 11 members, 2 alternates are NEEDED. Amy will contact M. Morris to inform him of his acceptance.</p>
B. Public Relations / Awards: W. Major	N/R
C. Budget:	N/R
D. Training / Education: S. Carlo	<p>Course Applications – E. County</p> <ul style="list-style-type: none"> ▪ Course application from Richard Lama for an EMT-I Pilot Refresher at RM ▪ Course application from Sharon Hughes for an EMT-B Pilot Refresher ▪ Course application from Allen Lindquist for an EMT-P Pilot Refresher at RM ▪ Course application from Allen Lindquist for an EMT-CC Pilot Refresher at RM ▪ Course application from Sharon Hughes for a refresher at R/M <p>Motion #08-16</p> <p>CIC – Application received, a letter is missing that needs to be submitted to the council regarding the individual’s intentions. Motion # 08-17</p> <p>J. Mihalko reported that a CIC course is scheduled in Wellsville for May 2, 3 & 10. Please contact Debbie at 847-4391 or e-mail S. Carlo</p> <p>Recap on previous discussion regarding the request for scholarship funds for a Paramedic student at ECC. There is no longer a need for this individual. The scholarship information will be applied to the council’s web site, along with the application and the steps necessary to apply.</p> <p>A question was raised to S. Wander (as representative for UEMS) as to whether the agency will apply to be a Specialty Course sponsor? S. Wander replied that yes that is their intention.</p>
E. By-Laws: J. Glass	N/R
F. New Committees	N/R
a. Program Agency (UEMS)	<ul style="list-style-type: none"> • UEMS is now funded, up and running. • Chris Fennar has been hired as the Program Coordinator, and was introduced. He has already attended the SEMAC / SEMSCO in Albany. He is currently a Main Transit fireman and *** • The UEMS staff will be conducting “Meet & Greets”, which will give them the opportunity to develop relationships with the agencies and providers that they serve. Dates and locations will be determined and circulated. • UEMS has both part and full time staff. S. Wander is budgeted for 40% of his time to the Program Agency, C. Fenar is full time. Elizabeth Bordonaro has been hired as the PCR Specialist. A. Major is

	<p>still support staff to the WEREMSC as well as the WREMAC. 8 hours per week, for both the Council and WREMAC combined have been budgeted for this position.</p> <ul style="list-style-type: none"> • The phone number for UEMS is 716-898-3600
b. Program Agency Steering Committee	<p>W. Major and N. Williams have been appointed to this committee, will work directly with UEMS. Any other interested council members, please contact Bill Major at cf445@msn.com or Neil Williams at neilwms1@verizon.net</p>
c. WREMAC Review & Liaison	<p>The purpose of this newly appointed committee, which is a subcommittee of the Council, is to review the WREMAC “ByLaws”, develop a Medical Director Job Description, and review the budget submitted by the WREMAC Chair. Members of this committee are: J. Glass (Chair), A. Lapp, A. Billittier</p>
d. Web Casting: S. Wander	<p>S. Wander discussed the issue of Closed Captioning. It is a requirement with Web casting and if the council has some funds to expend, perhaps this could be considered. G. Skibitsky pointed out concern with past practices of program agency and funds being expended above and beyond the contract. Suggested to check with M. Geiger to see whether or not these funds are available for the council, also if this is not already a deliverable of the program agency. Good documentation from the state is requested regarding this issue. If it is NOT a current deliverable, then suggests considering adding it as an expenditure. S. Wander stated that the cost for Closed Captioning is in the ballpark of \$2-3 / min.</p>
G. CON – G. Skibitsky	<ul style="list-style-type: none"> • CON applications are up to date: <ol style="list-style-type: none"> 1. East Concord has their inspection coming soon. 2. South Line’s municipal CON was accepted; their inspection is scheduled as well. 3. Colden’s CON transfer from the company to the district was also approved by the state. • Lee Burns, NYS DOH reported to Greg that across NYS, EMS Squads are being established within their respective fire company’s, so that they are able to bill insurances. This will likely begin to become an issue. • S. Wander noted that the numbers of calls are up, while the numbers of providers are down, and the Emergency Department’s wait time is still also an issue. Agencies should be encouraged to pool their resources. • A bill which is tied in with the NYS Budget regarding fire districts, that voters can put for the a referendum to consolidate, or dissolve companies. If the bill passes, then the voters will have this opportunity.
XI. OLD BUSINESS	<ul style="list-style-type: none"> • State EMS Convention, in Buffalo October 3, 4, & 5th. PR Committee to work on getting the council a booth, working in conjunction with the Program Agency.

XII. NEW BUSINESS	<ul style="list-style-type: none"> • G. Gill had a meeting with the other 2 council chairs; this will become a regular event. Reviewing some of discussion, G. Gill sent this report: • M. Forness stated that the WREMAC is a committee of the Regional Councils; therefore the councils should have the ability to override the WREMAC's decisions. • The WEREMSC is the only one of the 3 councils that does not meet on the same night. It would help business and decisions between councils and program agency's to move more smoothly, if all of the meetings coincided with one another. Suggested that the council consider moving their meetings to the months coinciding with the SWREMSC and the BLREMSC. • S. Carlo announced the retirement of 2 of Erie County's finest dispatchers, both Sharon Everett from MERS/ADI and Bob Mueller from Hamburg Dispatch, who's retirement party is scheduled, he believes for April 26th. For further information, please contact either S. Carlo or G. Skibitsky.
XIII. ADJOURNAMENT	#08-18

**Next Meeting of the Wyoming Erie Regional EMS Council
 Is scheduled for
 Wednesday May 7, 2008**