



Westchester Regional EMS Council

General Meeting Minutes

Date: May 15, 2008
Time: 6:00 P.M.
Location: Westchester County Department of Emergency Services

OFFICERS
Daniel J. Blum, Chair
James O'Connor, Vice Chair
Jeff Meade, Treasurer
Dr. Tim Haydock, Secretary

MEMBERS

NAME	AFFILIATION	
Barca	Joseph	Yonkers Police Department PRESENT
Blum	Daniel	Chappaqua VAC PRESENT
Burke	Alison	Greater New York Hospital Assoc PRESENT
Collins	Brendan P.	Larchmont VAC ABSENT
DeRobertis	Nicholas	St. Joseph's Medical Center EXCUSED
Faucher	Roland	Mohegan Vol. Fire Assoc. VAC PRESENT
Harding	Scott	Greenburgh Police Department EXCUSED
Haydock	Timothy	White Plains Hospital Center PRESENT
Jackson	John	Westchester County Dept of Emergency Services EXCUSED
Kalish	Chris	Tarrytown VAC PRESENT
Klecatsky	Lawrence	Sound Shore Medical Center ABSENT
Labriola	Luci	Armonk Independent Fire Company PRESENT
Lazar	Eliot	General Public ABSENT
Liverzani	Michael	Town of Mamaroneck Amb District PRESENT
Malone III	Eugene	Fairview Fire Department PRESENT
McGurty	John A.	Hudson Valley Hospital Center ABSENT
Meade	Jeffrey	Phelps Memorial Hospital (ELSP) PRESENT
Minerva	Daniel	Empress EMS EXCUSED
Nechis	Alex	Eastchester VAC EXCUSED
Nechis	Barry	New Rochelle Fire Department PRESENT
Nielsen	Charles J.	Port Chester PD ABSENT
O'Connor	Charles	Croton Fire Patrol PRESENT
O'Connor	James	TransCare PRESENT
Parsons	David	Harrison VAC ABSENT
Simpkins	Gilbert	Vista FD PRESENT
Volk	Michael	Westchester County Dept of Emergency Services PRESENT

GUESTS

Doering	Garrett	WMC / RRC
MacPherson	Thomas	Peekskill FD
O'Connor	Katherine	WC Dept. of Emergency Services / Program Agency
Robinson	Richard	NYSDOH EMS - MARO
Sutton	Anthony	WC Dept. of Emergency Services

Chair Daniel Blum called the meeting of the Westchester Regional EMS Council to order at 6:15 P.M.

DES Deputy Commissioner John Jackson was asked to lead the meeting attendees in the Pledge of Allegiance.

Secretary, Dr. Tim Haydock, conducted the roll call and determined that the attendance (12) did not meet the quorum requirement of sixteen (16) delegates.

The minutes of the January 31, 2008, and March 27, 2008, general meetings were disseminated to the members. Minutes were unable to be voted on due to a lack of a quorum.

Despite the lack of a quorum, the Chair decided to continue with reports for informational purposes.



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CHAIR'S REPORT - Chair Daniel Blum reported on the following.

Line of Duty Injury – There was another serious incident involving an EMS agency in the area. An EMT in Rockland County lost her arm in an ambulance crash in April. She was a passenger of an ambulance that was not in response mode to an emergency call but was traveling on the roadway when it struck another vehicle. This event again highlights that EMS is a dangerous job and the need to be diligent at all times.

A fundraiser is being held locally to assist with the expenses surrounding her recovery. She was treated at Westchester Medical Center and has been transferred to a rehab facility. Monies are being collected by the Rockland Paramedics/Regional EMS Benevolent Association. Anybody interested can contact the Westchester Regional EMS office for more information. The Westchester REMSCO sends its best wishes to this young woman.

EMS Week – National EMS week is this coming week (5/18-5/24). A proclamation in honor of EMS Week was received from Governor David Patterson. Everyone is encouraged to take part in any local activities.

NYS EMS Memorial Service – On May 22nd in Albany on the Empire State Plaza a memorial service will be held at the state EMS Memorial. Two new names are being added this year: Matthew Lamb, Empire State Ambulance, and Deborah Reeve, FDNY. Attention to this event honors those who have died in the line of duty as well as raises the profile of the service provided by EMS.

Regional EMS Awards – A couple of issues related to annual awards were brought to the Executive Committee from the Public Information and Education Committee (PIEC). The REMSCO has established criteria for all the awards, however PIEC sometimes receives nominations that don't necessarily meet the criteria, but are nonetheless worthy of mention. The committee will be working on language to allow recognition of these sorts of situations in the future, but for this year a "Chairman's Recognition" will be presented to specifically address a nominee that was received that falls into this category.

Policy & Procedures – The Policy and Procedures committee is being asked to develop policies related to records access and retention.

E-PCR – So far the Regional EMS Office has received 7 "applications" from agencies who requesting permission to move to an electronic-based patient care report. The department of health has quite recently issued a new policy related to ePCRs which requires that the REMSCOs provide a letter of support for each service. Currently the REMSCO does not have a formal policy that guides it terms of how to respond to these requests. The REMSCO is aware that certain agencies have already made a financial commitment to try and get a platform rolled out. To that end there has been very vigorous and significant debate among the Executive Committee, the REMSCO and a TAG that was formed to review this process. An initial draft policy was created and circulated rather broadly. Feedback was received and caused a retooling of the initial policy. The final version has been distributed at the meeting for additional review and submission of feedback before a vote on the document. In the interim, the Executive Committee does not want to hold up the process for those agencies that are ready to move forward. In order to finalize the policy, an official meeting of the council with a quorum is needed. The Executive Committee has decided that until the official vote by the entire REMSCO, the draft policy will serve as the interim policy and used as a guideline to adjudicate the applications received from the agencies. This will be an ongoing issue that will cause differing opinions on how the region should be proceeding.

Discussion regarding need for all members to read the policy and offer feedback before the next meeting.

VICE CHAIR'S REPORT - None

TREASURER'S REPORT – Treasurer Jeff Meade reported on the following:

Finance Report – Mr. Meade indicated that he did not have a YTD report available because the financial picture is variable right now as the REMSCO is the middle of dealing with all the deposits coming in from the dinner on almost a daily basis. Next meeting he will present an up-to-date report regarding the deposits and expenses associated with this dinner. The REMSCO is just a month and half into the fiscal year. If was asked that if



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anyone had questions regarding the balances and activities in the accounts, they should contact Mr. Meade and he will review the records one on one.

New Computer/Software - Since the last meeting, the REMSCO acquired a new computer, which will be used to get the records off of a Program Agency's computer, and the software has been changed and updated. It will take a little time to transition the records with the dinner activity ongoing.

Old Council Monies - As the REMSCO has finalized its 501(c)3 status and received a letter of exemption for charity registration, a deposit was received from the closure of the old County EMS Council accounts in the form of a check in the amount of \$4,084.96 and petty cash in the amount of \$2.70. The officers of the old council had voted to dissolve the accounts and transfer the residual monies to the new REMSCO upon completion of this process.

Annual Report/Tax Filings – Arrangements will be made with our accountants to conduct a limited test of our books and records. A draft of the tax filings has been completed and an extension was filed by the accounting firm.

Legal Retainer – The REMSCO has executed a retainer to contract with our counsel for another year.

SECRETARY – None

STANDING COMMITTEES

Communication –

Trunked Radio System – Chair Dan Blum reported for Chief Michael Volk that all agencies are being made aware that arrival of new foliage may cause problems with the new trunk radio system. Anyone experiencing difficulties is asked to provide feedback to DES using the online form.

County Program Agency – In recent months a request was put into Albany asking for more monies to support the EMS Program Agency. State Senator Liebell has arranged for a grant of \$110,000, but it will not be an ongoing funding stream. Please thank Senator Liebell for his support. The monies will be used to defray unmet costs related to the program.

Disaster TAG – Several drills have and will be taking place:

- Dan Minerva reported that Yonkers held a radiation drill on Saturday, May 10th. Over 100 people participated and different things were tested at each hospital. The city and hospitals want to be prepared for event occurring in New York City. The MTA was also involved. Mr. Minerva reported that the MTA can be contacted for local training.
- Jeff Meade reported that the Westchester County Airport Drill held on Saturday, May 3rd, was different this year. DES / OEM designed the exercise and used local agencies to address the plan. Challenges / problems with the airport response plan were found following the event. The planners are looking forward to seeing the final report so that they can move towards improvements.
- Dan Blum reported that there is a high-rise drill being held this coming weekend in White Plains with White Plains Hospital, TransCare and the White Plains FD as participants. The drill should offer a challenge to EMS resources.
- Dan Blum reported that New York State is coordinating a hurricane exercise the beginning of June involving Long Island, New York City and the lower Hudson River Valley.

Finance – Given under Treasurer's report.



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Legislation and By-Laws - Dan Blum reported that there are 2 sets of pending state legislation of interest to EMS:

5 Year CME Recert – The 5 year NYSDOH CME recertification pilot program is being extended. It was due to expire, but the Fire Department of New York (FDNY) has signed onto the pilot program.

Extension of Certification - An extension of certification is being sought for those providers returning from Active Military Duty. The current law allows for an extension only of the certification expires during the tour of duty. This amendment will allow for an extension for any certification that expires within 6 months of separation from active duty. The intent is to allow for time to enter into a recertification course.

Nominating – The committee formed last month has not met. A report of a proposed slate of officers is needed for next month's elections. Since there is no quorum, nominations from the floor could not be accepted.

Policy & Procedures – Roland Faucher reported that the draft policy related to the approval to adopting an E-PCR platform has been circulated and few comments had been received. Mr. Faucher commented that every member should at least respond to the distribution of the draft, even if they have no opinion. Since there is no quorum for a vote, the draft policy will again be distributed to all members for their review and comment.

Dan Blum reiterated that the Executive Committee had been moving ahead using the draft policy as an interim guide for evaluating the applications received until the Council officially adopts a policy.

Public Information & Education – Chair Chris Kalish reported on the following:

Annual EMS Dinner – The Annual Dinner is next week, Thursday, May 22, 2008, at the Crowne Plaza in White Plains. A press release was drafted and sent to the DES Public Information Officer for distribution. To date there are 277 people registered for the dinner.

PR Programs – Mr. Kalish has begun to reach out to other regions, specifically Hudson Valley, to discuss collaborating on public relation programs.

Agency Recognitions / Awards – The committee is collecting dates of incorporation and other milestones from the agencies for recognition at future events. Also, this year all the nominations will be listed in the dinner journal. The committee thought it would be a nice way to recognize all those who were nominated.

The committee is also discussing the creation of a special award, the Council Award. The concept is that it would not be nominated through the standard process used for the other award nominations. The candidates for this recognition would be identified by the Public Information and Education Committee (PIEC) and then forwarded to the Executive Committee for consideration. The thought is that this award could be issued to more than one person or issued to nobody, depending on what events happen within the region. It would be a venue to acknowledge non-response activities like benefactors who have sponsored significant events, either financially or through legislative support, or even a memorial type of acknowledgment. The committee will be drafting a proposal and motion for a subsequent meeting. This year the a Chairman's Award will be issued to Frank and Lisinia Hoch for their support of creation of the Hoch Center for Emergency Education at Phelps.

REMAC - Chair Dr. DeRobertis reported that the REMAC had met on April 28, 2008, but there was no quorum. Among the items that are being discussed are:

CPAP Survey – Some hospitals have still not returned a survey regarding their ability to continue providing CPAP to patients who receive it in the field from the EMS.

E-PCR – The REMAC discussed the applications for E-PCR. Determined that a policy is needed, but that it shouldn't stand in the way of current applicants who have invested money, time, practice or training to get a system going. The REMAC will be working with the REMSCO to have these applicants move forward with a loose criteria that can be tightened up as the projects progress.

Protocols – The draft paramedic protocols are still being fine tuned. They were sent out for comment, but the response was light. The protocols are posted on the Regional EMS website, www.wremSCO.org.



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Training and Education – Katherine O'Connor reported for Chair Alexina Nechis. The Committee is due to meet next week on June 6, 2008.

CLI Course – The first prescreening on May 2nd was cancelled because of a lack of complete applications. The next prescreening date is May 30th and there are 17-18 applicants. A text book was sent to the DOH for approval to be provided to the class. The book normally suggested by the DOH is going out of print

CIU Course – A date and format for a Certified Instructor Update (CIU) hasn't been settled yet, but one is usually held over the summer.

CIC Course – The committee has felt that right now there isn't a demand for CIC courses and the focus will be on CLI courses.

Course Sponsors – The Regional Office was advised that one of the Course Sponsorships was suspended due to documentation issues – paperwork was missing from class files. An official notification hasn't been received yet. The Course Sponsorship is due to renew this year at the end of June. A class was in progress when the decision to suspend was made, but the DOH allowed the course to finish. The DOH is working with the Course Sponsorship to address these issues.

Paramedic Protocols – The Committee will be helping with the development of rollout materials for the new Paramedic Protocols. Instructors are being asked to assist in this project.

Transportation - No Report.

OLD BUSINESS –

Greater Westchester EMS Conference – Dr. DeRobertis reminded everyone that the Greater Westchester EMS Conference event is this weekend, May 17th, at Empire City at Yonkers Raceway starting at 10:00. Tickets are still available and members of the REMSCO are eligible for a complimentary ticket. The response has been very strong, with roughly 150 registrants signed up.

E-PCR – Chris Kalish, offered commentary regarding the progression of the E-PCR projects from his prospective as a computer system architect. While he appreciated the motivation to move the projects along, he cautioned the Council to remain cognizant as a region as to what the objectives are and the benefits that are hoped to be realized from implementing E-PCRs. Mr. Kalish is fearful that without agreeing on an electronic database platform from the start the Council runs the risk of limiting its ability to correlate the data into meaningful studies. A strategic vision is needed to keep the project from becoming unruly. Discussion regarding having the existing TAG help work on a universal data map for both content and format.

NEW BUSINESS:

Attendance – DES Commissioner Anthony Sutton offered commentary that the Council should be more proactive beginning this coming fall regarding attendance of the members. It appeared to him that there are individuals who are mentioned as absent month after month. While some normally very active members were unable to attend this meeting, it is clear that there are some people who are perpetually excused. Commissioner Sutton suggested that perhaps there should be a minimum number of meetings per year that need to be attended. The Council is a great forum and it needs to be more aggressive about having the members attend. If individuals continue to demonstrate their lack of interest by a chronic lack of attendance, then the Council should exercise the by-laws and move on to ensure a productive body.

Next Meeting – The next REMSCO meeting will be the Annual Meeting on June 26, 2008, at 6:00 PM..

Meeting adjourned at 7:25 P.M. without a quorum.

Respectfully submitted by K. O'Connor for Dr. T. Haydock.