



# Westchester Regional EMS Council

## Annual Meeting Minutes

**Date:** June 25, 2009  
**Time:** 6:00 P.M.  
**Location:** Westchester County Department of Emergency Services

**OFFICERS**  
 Daniel J. Blum, Chair  
 James O'Connor, Vice Chair  
 Cesar Perez, 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
DeRobertis	Nicholas	St. Joseph's Medical Center	Excused
Faucher	Roland	Mohegan Vol. Fire Assoc. VAC	Present
Haydock	Timothy	White Plains Hospital Center	Present
Jackson	John	Westchester County Dept of Emergency Services	Present
Kalish	Chris	Tarrytown VAC	Present
Kelly	Eugene	Yonkers Fire Department	Present
Labriola-Cuffe	Luci	Armonk Independent Fire Company	Present
Lazar	Elliot	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	Alternate - --Present (J. Filangeri)
Meade	Jeffrey	Phelps Memorial Hospital (ELSP)	Excused
Minerva	Daniel	Empress EMS	Absent
Nechis	Alex	Eastchester VAC	Present
Nechis	Barry	New Rochelle Fire Department	Present
O'Connor	Charles	Croton Fire Patrol	Present
O'Connor	James	TransCare	Excused
Parsons	David	Harrison VAC	Absent
Perez	Cesar	Katonah-Bedford VAC	Present
Simpkins	Gilbert	Vista FD	Present
Straub	Frank	White Plains Department of Public Safety	Alternate - --Present (J. Cullen)
Varlese	Doris	General Public	Present
Volk	Michael	Westchester County Dept of Emergency Services	Present

**GUESTS**

Mettler	Lorene	Ossining VAC
Ted	Thomas	Elmsford F.D.
Olmoz	Daniel	WC Dept. of Emergency Services / Program Agency

Chair Daniel Blum called the meeting of the Westchester Regional EMS Council to order at 6:10 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 (20) did meet the quorum requirement of sixteen (16) delegates.

The minutes of the May 28, 2009, general meeting were previously disseminated to the members.

**CHAIR'S REPORT** – Chair, D. Blum elected to forego his report due to numerous items existing on the agenda.

**VICE CHAIR'S REPORT** - None

**TREASURER'S REPORT** – D. Blum announced the following; *I have received in writing a resignation from Mr. Jeff Meade who has served faithfully as our treasurer for some years. And regrettably we have accepted his resignation. Jeff is going to remain a member of the council but is stepping down from his role as treasurer. In his place, Caesar Perez has agreed to step up and assume the responsibilities of the treasurer. There is obviously an election this evening of incoming officers and so therefore he's served in an intermediate capacity over the last two days.*

**SECRETARY** – None

### **STANDING COMMITTEES**

**Communication** – None

**Disaster TAG** – None

**Finance** – D. Blum reported as follows; *I just wanted to let the council know a couple of things. Number one we had filed an extension on our 990s for our taxes. We are not for profit so we have to file 990s. Our filing was appropriate and duly received by the fed. We have an extension. We have a couple of months to get those done. Our accounting firm has been engaged to get that work done. In addition, as you might recall, we started a compilation report. It's a limited test of our books and records which I thought was important for us even though we have a relatively small amount of money. We just want to have appropriate controls to make sure that our money is well accounted for. So that compilation report will also be underway shortly. We have had good controls of our finances over the years and I credit Jeff and others for helping to assure that things are on the up and up and transparent. But nevertheless I thought that it was important that we try and archive some of those in the form of a policy and maybe expand them a little bit as well. So over the past I'd say four months I've been deriving a finance policy. So I wanted you all to see the policy that the executive committee is adopting (Copies of the policy were distributed for review). So I think that this policy speaks to everything that is material that we are and will be doing and should be doing to safeguard our money and to assure that things are handled in a timely and current fashion. If anybody has any comments about the policy please feel free to see me in person. I'm not looking for a vote on the policy. There are two things that I would point to. One is I have added in this policy the position of quality and safety chair as a subcommittee that will be quickly added to the executive committee. We do not have currently such a position or a subcommittee. However I also put into this policy in instances where the policy conflicts with our bylaws then the bylaws govern. So until such time that we institute that, that new subcommittee, it doesn't formerly exist. The reason that I put in quality and safety is at the state level and at the national level there is a significant more level of attention that's being paid to quality and to safety.*

D. Olmoz reported the following; *I'll start with the regional EMS council account and just to give some perspective I will go back to the April 9th statement period where the beginning balance was \$13,490.05. And that will give you basically the starting point before really the rush of activity began in regards to the awards dinner. The ending balance for the last statement of June 9th is \$13,139.54. At one point there was a high of \$24,540.05 in the account which again showed the amount of activity that was involved with the awards ceremony. Now to give you a little bit of explanation how everything transpired as far as the awards finances went. The bottom line is that the council took in \$19,886 and expended \$19,703.11 so there's a remaining balance of \$182.89 so that's working pretty closely. And as we talked about in the executive committee, that needs to be really focused on for next year's event because that's a very tight margin that we're dealing with. I also need to point out that there are a few outstanding items. In one particular case... actually in two particular cases one member from the council still has an outstanding balance for attending the dinner and one participant from outside the council has also failed to pay for the awards dinner. In addition to that we have one outstanding journal ad payment which we believe will be rectified shortly. Communication with the delinquent parties is underway. As far as the New York State Department of Health activity goes the beginning balance on April 30th was \$17,311.29. Again there were a few transactions that occurred over the period. In particular one payment voucher was received from the New York State Department of Health and the closing balance at this time is now \$17,284.40.*

**Legislation and By-Laws** – None.

**Nominating** – D. Blum commented as follows; *I apologize I was not at the last meeting but I gather that a slate of officers was put together so if you have that slate. Up until the time that we vote anybody can run from the floor. Okay nominate the slate of officers as follows. Dan Blum, Chair, Jim O'Connor, Vice Chairman, Tim Haydock, Secretary, and Caesar Perez, Treasurer.* The nomination was seconded. So a slate of officers has been nominated. The motion was approved. *On behalf of the officers of the council thanks you very much. We'll continue to discharge our duties as best we can on your behalf.*

**Policy & Procedures** – None

**Public Information & Education** – Chris Kalish reported as follows; *I wanted to thank everybody for their help during the dinner and I think the dinner went very nicely -- again. But again thanks to the committee for putting together a lot of work on that. We have upcoming EMS appreciation day. We don't have a date for it yet but it looks like we're going to try to do it at Playland again this year. We should have announcement as to when those are going to be up. Keep checking the website. On the website momentarily there will also be posted the application for awards, for lifesaving awards and the various categories for the awards that we do at EMS appreciation day. They're going to be due back on August 4th I believe is the due date for those. Start pulling together call sheets and PCR's for any notable events that you want to submit for the EMS appreciation day and then we'll be reviewing those sometime in August. There's a different payment methodology at Rye Playland so we've been fortunate to have the assistance of the county in trying to negotiate that in our behalf. I just ask that people really go back to your agencies and make sure that you get awards in for people who would fall under any of the categories. Remember we also send out annually the state award based on all of the awards that we get throughout the year. So it's important that we recognize -- we've done a good job.*

**REMAC** - None.

**Training and Education** –Chair, Alex Nechis reported on the following:

**Course Sponsor Renewals** – *The training and education committee is in receipt of seven renewals for sponsorship. New Rochelle Fire Department, Irvington VAC, Southern Westchester BOCES, Westchester Community College, Phelps Memorial Hospital Emergency Life Support Program, the EOC of Westchester, and the REMSCO. There's been absolutely no problem with any of the core sponsors. A motion was made and a roll call vote was conducted for each renewal. All renewals were approved.*

**Transportation** - Chair, Joe Barca reported on the following:

**CON Policy**– A policy for an expansion of primary operating territory as a result of an administrative omission was proposed. It was noted that the policy was derived from the already existing expansion of operating authority policy yet it is abbreviated and requires that the application be uncontested. Any application that is contested will need to reapply under the full expansion policy. There was a brief discussion regarding timing of the application process. It was noted that the proposed policy is consistent with time intervals in the full expansion policy. A motion was made to approve the policy with the understanding that minor changes that don't affect the substance or material aspect of the policy may be necessary. The motion was seconded and approved.

**White Plains Department of Public Safety** – An application was received from the City of White Plains Department of Public Safety for advanced life support (ALS) municipal CON designation. The REMAC reviewed the application and voted to approve the application at their last meeting. A vote is needed from the Council to make the approval official so the State can be notified. It was noted that the intent of the program is to provide ALS care in hostile or technical rescue environments. A motion was made to approve the REMAC's decision. The motion was seconded and approved.

## **NEW BUSINESS** –

D. Blum announced the following; *We have two people who are applying for membership status from the council this evening. The first is Mr. Ted Thomas who is with Elmsford Fire Department who's been with Elmsford for many years. The*

*category is volunteer fire that he is coming to us under and we do have a vacancy -- so I would accept a motion for his nomination. A motion was made and was seconded. The motion was approved.*

*The second person that we have is coming to us under the category of volunteer independent. That's Lorraine Mettler. She had previously applied but applied under a seat for which as it turned out we didn't have a vacancy. The membership of the council has since changed. She has reapplied under a category for which we have a vacancy. As you might recall she's captain of the Ossining Volunteer Ambulance Corp. I would also like to accept a motion for membership. A motion was made and was seconded. The motion was approved.*

Both members were congratulated and welcomed to the Council.

It was mentioned that a letter from Spike Simpkins designating a new alternate for him was received. For the information of the council, Mr. James Marcerello will serve as an alternate.

D. Blum commented as follows; *the only thing that I would ask before we close is we really we need some additional assistance from council members in the committees. The need really is pressing. So what I would just ask is that people consider the various things going on. In particular we're going to have some issues coming up with policies and procedures. I already kind of let slip that I'm really going to be looking for some greater effort on quality as well as safety. So what I just ask is that you consider whether or not you can make any greater contribution to the council and EMS across the county.*

**Next Meeting** – The next REMSCO meeting will be on September 24, 2009, at 6:00 PM.

Meeting adjourned at 6:40 P.M.

Respectfully submitted by D. Olmoz for Dr. T. Haydock.