



Westchester Regional EMS Council

General Meeting Minutes

Date: January 28, 2010
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
Briggs	Susan	Nursing Association / Westchester Medical Center	Present
Burke	Alison	Greater New York Hospital Assoc	Excused
Casas	Jeff	Portchester/Rye/Ryebrook EMS	Excused
DeRobertis	Nicholas	St. Joseph's Medical Center	Present
Faucher	Roland	Mohegan Vol. Fire Assoc. VAC	Present
Haydock	Timothy	White Plains Hospital Center	Present
Jackson	John	Westchester County Dept of Emergency Services	Excused
Kalish	Chris	Tarrytown VAC	Present
Kelly	Eugene	Yonkers Fire Department	Present
Labriola	Luci	Armonk Independent Fire Company	Excused
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	Excused
Meade	Jeffrey	Phelps Memorial Hospital (ELSP)	Present
Mettler	Lorene	Ossining VAC	Present
Minerva	Daniel	Empress EMS	Present
Nechis	Alex	Eastchester VAC	Present
Nechis	Barry	New Rochelle Fire Department	Alternate Present
O'Connor	Charles	Croton Fire Patrol	Absent
O'Connor	James	TransCare	Alternate Present
Perez	Cesar	Katonah-Bedford VAC	Present
Simpkins	Gilbert	Vista FD	Present
Thomas	Ted	Elmsford Fire Department	Present
Varlese	Doris	General Public	Excused
Volk	Michael	Westchester County Dept of Emergency Services	Present

GUESTS

Singer	Guy	WC Dept. of Emergency Services
Ochs	Adam	Association of Fire Districts
Chicchiello	Phillip	New Rochelle F.D.
Dawson	David	TransCare
Ferrara	Jeff	Mount Kisco VAC
Kaplan	Gary	Bound Tree Medical
Olmoz	Daniel	WC Dept. of Emergency Services
Sutton	Anthony	WC Dept. of Emergency Services

Chair, Daniel Blum called the meeting of the Westchester Regional EMS Council to order at 6:08 P.M.

Adam Ochs 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 (18) did meet the quorum requirement of sixteen (16) delegates.

The minutes of the November 19, 2009, meeting were previously disseminated to the members. The minutes were approved without change.

CHAIR'S REPORT – Chair, Daniel Blum reported on the following: *Doris is not here this evening. Doris has taken a position with the New York State Department of Health. And she needs to have a conflict of interest issue waived. Second, Frank Straub.... Who we sat on the committee at our last meeting has taken a job as a commissioner of Public Safety in Indianapolis, Indiana. So I have been in touch with Frank and I am expecting a formal letter from Frank advising me that he will be stepping down from the council. Frank was representing the Law Enforcement segment. And then finally John Jackson has left the Department of Emergency Services but will continue on the council and he has made his interest known that he is continuing as he's a member in good standing and that's great, we're enthusiastic that he's going to continue.*

Well, I guess as a side note we have a listing of committees here and in reviewing the bylaws, it's incumbent upon everybody in the room who's on the council to participate on a committee. I'd like to leave this evening, with everybody having signed up for a committee.

VICE CHAIR'S REPORT - None

TREASURER'S REPORT – Cesar Perez reported the following - *we've paid our accountant last month and there are a few expenditures. In addition we had a compilation report complete by the accounting firm. It's not the broadest of records, it's not a full grown audit but for an entity that receives twenty five thousand dollars a year we'd probably spend a significant percentage of that having continued audits.*

D. Blum added the following: *I established when I took over as Chair that we would have some form of test for the books. We did have a compilation report. We have no issues according to our compilation report. We did as you might recall complete some additional policies this year - some additional financial policies. So I think that does bring our house into order. And anybody is welcomed to see the compilation report which is on file. Last piece of financial news that's probably pertinent is regarding our charity bureau registration. We had done what we are supposed to do with the charity's bureau. We're a 501 C3 not for profit and we also registered with the New York State's Charities Bureau. We did not receive a number from what I understand from the charity's bureau because they considered us to be exempt and not having to require their blessing. So I guess that didn't marry up to the IRS related to their filings. Therefore the IRS wanted to levy some charges on us that were abolished from our responsibility. We had to appeal, and won the appeal and that's my understanding of the situation.*

D. Olmoz commented as follows: *There's one issue that I'd like to bring forward and that was that you may have heard that there was some withholding of a funding by NYSDOH that involved not only program agencies but also regional EMS councils. We did receive reimbursement for the second quarter voucher which was July through September and the next quarterly voucher is sitting before me which hopefully the Chair will execute at the end of this meeting and that should be coming forth.*

SECRETARY'S REPORT – None

STANDING COMMITTEES

Communication – No report

Disaster TAG – No report

Finance – See Treasurer's Report

Legislation and By-Laws – D. Blum reported the following on behalf of Doris Varlese: *Doris has worked on some of the potential by law changes. Some of you might know Doris is an attorney so her skill set is particularly helpful in reviewing our bylaws. We will continue to review our bylaws to see how we might want to amend the operations of our council especially coming into a time when it is anticipated that finances might be tighter and we might need to modify how we undertake our business.*

Nominating – No report

Policy & Procedures – Roland Faucher reported the following: *I met with Dan (Olmoz) and we are going to take some steps... Dan had sent me the policies and some updates that evidently have been proposed and that we're going to look at and take some action.*

Public Information & Education – D. Blum commented as follows: *Public information and education is a committee that does a lot the whole year through. A lot of it is on Chris's back and a lot of it is on the other members who serve on the committee, not all of whom are members of the REMSCO in fact. We just had a fairly brisk discussion about potential modifications to the two big award events we do each year. We have a little bit of time and you might want to take us through some of the ideas that we've talked about. You know generally people do not talk too much here, we don't debate too much here, we should get involved in this, and we should get people's ideas and thoughts. There is discussion to modify things and you should be a part of that.*

C. Kalish reported the following: *Some of the discussion has been centered around the awards and the purposes of the awards ceremonies. There is a feeling, to some degree it's a great respect to get those awards, and the award recipients should be the focus of the event with any (appetizers or meals) taking place prior to or after the award distribution. I'd like to hear a little bit from the general membership about what their feelings are around that. For the annual dinner we are talking about, prior to the dinner, putting in the awards ceremony in a formal banquet hall with chairs set up in an auditorium style, the presentation made formally and the dinner taking place afterwards with a much lighter type of flair to it. For the county awards we are talking about doing it in the county chambers, doing that as a formal awards presentation for the life saving awards, you know these are awards that we do traditionally in the Playland event. And then possibly doing a less formal picnic afterwards but not intermingling the awards.*

Continued discussion indicated that there was significant support for the venue changes being proposed.

It was questioned if separating the (regional) awards ceremony from the dinner would result in less participation at the dinner. It was suggested that a corporate sponsorship to offset the costs of the event for EMS providers and family members should be sought.

D. Olmoz added: *due to a little bit of realignment with the Vital Signs conference this year, the event which is scheduled to take place in New York City, will occur in August. So we're talking about two months earlier than normal because of that event change all the nominations for the 2010 New York State EMS awards will be due by June 1st and not August 1st. There is also a new category which has been added, it is the youth Provider of the Year. Now we will be able to recognize individuals who are 14 to 18 years of age.*

REMAC - Chair Dr. DeRobertis reported that the REMAC had met on January 25, 2010. *The protocol subcommittee is working on another revision of the protocols beginning with the introduction section They have also been trying to come up with a definition of patient contact and when that actually begins. Quality Improvement is looking at modifying the QA/QI guidelines to simplify things and increase agency participation. REMAC approved a STEMI Advisory that will leave the decision to require 12-Lead EKG transmission or not up to the local medical control physicians (as based on hospital and agency capabilities). REMAC elected to reduce the number of meeting this year from 11 meetings to 6. (Meetings will occur on the third Monday of every other month). It should be noted that an emergency meeting can be established should urgent business arise.*

Training and Education – Alex Nechis reported on the following: *The most important thing I have is that we have a meeting coming up in February. The date is to be decided upon because I'm trying to get a consensus and we're working on that. Dan (Olmoz) was working with me to see what could be the best dates for the committee and I do have to appeal to the membership here, I really need more help from the council. We have to do an instructor Update soon. And although we don't believe that a CIC course is urgent, there is a need do some CLI courses to fill the need for more CLIs.*

Transportation - Chair, Joe Barca reported on the following:

CON Hearing – *On Friday October 30th 2009 the regional EMS office received an application for an expansion of operating authority involving the Mount Kisco Volunteer Ambulance Corps, New York State Department of Health agency code 0469. The application was forwarded to the rest of the transportation committee, myself and my committee and the New York State Department of Health Bureau of EMS were notified of the pending application. The Transportation committee met on November 10th to discuss the matter and to evaluate the application for compliance to the REMCO policy in regard to expansion of operating authority - administrative admission/uncontested. It was determined by the committee that in order to satisfy new information requested by NYSDOH that the applicant would be advised to be prepared to provide additional information which will be asked in the form of oral questions tonight. The intent of the application is to amend the agency's operating certificate to*

include the boundaries of the Mt. Kisco fire district which includes portions of the towns of Newcastle and Bedford existing outside of Mt. Kisco which is the territory currently listed on the agency's operating certificate. The applicant claims that the agency has provided service to the territory since 1928 and they support this information with Patient Care Reports from 2008 going back to 1995. Since the application was found to be otherwise complete, the applicant was advised that absent any substantive objections, the Transportation Committee would put the application on the agenda for the REMSCO meeting to be held on November 19, 2009. No objections to the application were received by the Regional EMS Office prior to the established deadline of November 18, 2009. A fitness and competency findings report was received by the Regional EMS Office from NYS DOH on November 19, 2009 indicating a deficiency was found in regards to three of the agency's principles. Notification of the situation was made to the agency contact, Captain Pauling and the involved individuals to afford the opportunity to provide documentation to prove the issue has been resolved. On January 14, 2010 the Regional EMS Office was supplied documentation from Mount Kisco VAC indicating that the fitness and competency issues identified by NYSDOH were resolved. So, at this time we are ready to move forward with the rest of the process. Representing the Mt. Kisco VAC is Mr. Jeff Ferrara, a lieutenant in the organization and he is prepared for a few more specific questions we need to ask and also if anybody from the floor has any special questions this is the time to voice those question.

Role call was taken. It was noted that, a quorum was present.

J. Barca reviewed the procedures for the hearing. The conflict of interest statement was read into the record.

For the purposes of gathering the additional ambulance certificate related information recommended by NYSDOH, the following questions were posed to the applicant:

1. Has your agency previously applied to either the regional council and / or NYS DOH for a territory determination for all or any portion of the territory requested in the current application? *Response - No*
2. Has your agency ever received notice from any entity, including NYSDOH, that the service should not serve geography not listed on its ambulance or ALSFR certificate? If so, when, and what action if any did the agency take at the time of such notice? *Response - None*
3. Has your agency any documentation or evidence that its service certificate has been changed or administratively "altered" in any way since first issued. *Response - No*
4. Please describe the administrative actions taken by your agency at any time during the past 15 years upon receiving the attached DOH notice of certificate renewal and issuance each time the service applied for renewal. (See attached certificate issuance form letter. This formal notice, with the text body unaltered since first used in March 1995, has been included with each EMS agency certificate upon renewal.) *Response – We were advised by Andy Wendt prior... so we didn't.*

J. Barca presented the Transportation Committee's report and a vote was taken:

- **Mount Kisco VAC;** A motion was made by J. Barca to approve the Mount Kisco Volunteer Ambulance Corps application for an expansion of operating authority to include the boundaries of the Mount Kisco Fire District which includes portions of the Towns of New Castle and Bedford existing outside Mount Kisco. The motion was seconded and a roll call vote held. The expansion of operating authority was approved: 18 yea, 0 nay, 0 abstention, 10 absent, 2 vacant seats.

NEW BUSINESS –

D. Olmoz commented as follows: *SEMSCO met on December 1st and 2nd. Beginning with the New York State patient care report shortage, I'm sure that everyone has become aware that supplies of the New York State PCR had suddenly dried up and we were forced to ask agencies within this region to prepare for the possible need to begin local copying of the PCR. Luckily we were able to ration what we had in the regional office and keep agencies supplied. We have now received an update from NYSDOH that additional supplies of PCRs are now available. How long those supplies will last has not been determined. It would be wise for agencies considering moving to an electronic reporting format to expedite planning. NYSDOH is doing just that and continues to work with a vendor on creating a NEMESIS compliant data receiving system for agencies to submit PCR data. Another important issue is the recent push by SEMAC and approved by SEMSCO to amend Part 800 of Article 30 to require AEDs and Epinephrine Auto-Injectors on all in-service transporting*

ambulances. A policy statement should be released strongly recommending the inclusion of these items while the lengthy regulation change proceeds. In addition to this policy, several other policies will be forthcoming including an updated medical direction policy that requires that protocols be carried on all in-service ambulances.

The newly elected SEMSCO Chairman is Bob Delagi from Suffolk County.

I have one item that I promised the REMAC protocol committee I would bring forward. As you know the protocol committee has been working regularly now on reviewing and revising the advanced life support protocols for the region. And many matters have been delegated to the committee that have been determined to be more operationally and not specifically patient or protocol related. Although several attempts at dealing with the issues were made, the overall feeling of the committee, which they relayed to the REMAC at the last meeting, was that a regional subcommittee should be established. Similar to the New York State EMS Systems sub-committee, operational issues will be able to be routinely looked upon and dealt with as they arise in the EMS system in the county. I believe the council can establish an ad hoc committee temporarily but I guess if it became a permanent committee, it would require a bylaw change. So I bring that information to you tonight with the hope that one of the council members would perhaps make a motion and have that forwarded and considered by the members.

A motion to establish an operations subcommittee was made and was approved by the council. Interested participants were asked to contact the Regional EMS office with there willingness to sit on the subcommittee.

Chief Volk reported the following: There is a department which is in Ashland in New York in Columbia County. They had a fire that destroyed their ambulance. They are requesting any spare EMS equipment that can be given to them. Anybody interested see me afterwards. An e-mail did go out to the chief officers of the EMS agencies from my office.

Next Meeting – The next REMSCO meeting will be on March 25, 2010, at 6:00 PM.

Meeting adjourned at 7:35 P.M.

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