

Mountain Lakes Regional EMS Council
Meeting Minutes
January 26, 2009
Clinton County Office of Emergency Services

Call Order

Mountain Lakes Chairperson Patty Bashaw called the meeting of the Mountain Lakes Regional EMS Council to order at approximately 6:09pm.

Introduction of New Staff

Patty Bashaw

- Guy Goodell – Executive Director
 - Pleased with the level of communication
 - Weekly reports received and sent to personnel committee
- Ted Monsour – Administrative Assistant

Roll Call

Clinton County.....Paula Calkins Lacombe, Eric Day, Storm Treanor
Essex County.....Patty Bashaw
Franklin County.....Scott Harwood, Bruce Sawyer, Brian Langdon, Mary Jane Connors (via phone)
Warren County.....Chris Norton, Kevin White
Washington County.....Guy Goodell
Staff.....Guy Goodell, Scott Richards, Ted Monsour
Guests.....Mary Ramo, Joe Farrell

Approval of the Minutes

Buzz Sawyer made motion to accept October 27, 2008 meeting minutes, seconded by Chris Norton **passed**

Finance Report

Guy Goodell

- Guy Goodell
 - Did not have report prepared for meeting
 - Stated Council and Program are operating under budget and in good financial shape
 - Purchasing equipment through eBay to save on expenses
 - Will forward weekly financial reports to the Finance Committee
- Patty Bashaw
 - Brought up for discussion IRS issue regarding late tax filing
 - Guy Goodell, Storm Treanor and Ted Monsour went over the problems surrounding this issue
 - Phyllis Alberici failed to secure a new auditor
 - An audit is needed to file taxes
 - Guy decided to use previous Audit firm, but State may not accept audit.
 - Making sure audit is accepted and taxes filed is a top priority

CON Committee

Mary Jane

- Olympic Regional Development Authority (ORDA)
 - Hearing was held last week
 - Waiting for transcripts
 - CON Committee will then convene and make a determination
- Bolton Fire Department
 - Have not submitted paperwork yet
- Saranac Lake
 - Will be transferring the Ambulance Certificate from the Fire department to the Ambulance Squad
 - No paperwork submitted yet
- Requested an increase for CON from current \$1,800 to ensure costs are covered
 - Guy Goodell will look into costs and determine amount for increase
 - Any money left over will be refunded per State regulations

Northeastern New York EMS Educational Corporation Report

Scott Richards

- Scott stated the recent EMT class test results came back and were very positive.
- New EMT classes have started in the last month
- Attendance per class is between 20-40 students
- Line of Credit has been established with the bank
 - There is no current need to use because revenues have been strong and consistent
- Regular schedule of ACLS and PALS classes starting in February throughout the region
- Discussed a new program set for July called "CPR Saturdays"
 - Uses CPR anytime program through AHA
 - Have agencies invite the public to learn CPR at their facility
 - Promote it with flyers and radio
 - Encourage staff family members to participate
 - Encourage the public to participate
 - Use as a way to follow up with participants and encourage them to learn more advanced CPR and possible become involved with EMS
 - Outreach
 - Public relations
 - Help raise membership in the EMS community

Storm Treanor

- Storm asked about who would pay for the kits
 - Scott stated he has sponsorship for some of the kits and can place them with agencies that can't afford the \$17 cost.
 - The kits have replaceable parts for future use by agencies as well

Patty Bashaw

- Patty asked if there was a completion card with the kit
 - Scott stated the kit comes with cards which have a review of what was taught
 - The agency could also print their own completion card as a memento and reminder

Scott Harwood

- Alice Hyde Medical Center is running a certified First Responder Course
 - Franklin County requested it
 - Mt Lakes didn't have an instructor that was available at that time

Storm Treanor

- Clinton County Community College
 - Received Core Sponsorship Letter
 - Offering courses in Basic and Advanced EMT and Rapid Recertification
 - Will eventually teach First Response after other courses off the ground
 - The difference in Ed Corp and CCCC are payments are required up front
 - CCCC is providing space
 - Courses have been submitted to the State for review

NYS DOH Bureau of EMS Report

Joe Farrell

- Starting in February there will be a new survey form the agencies will need to submit with their renewal application
- The survey must be submitted by all renewing agencies – both billing and non-billing
- The State will not certify an agency which does not complete the survey form
- The form will help verify billing status per the Inspector General

Mary Ramo

- There are issues regarding CMEs being submitted
- Mary let the Council know she's available for discussing this issue for anyone that has questions

REMAC Report

Patty Bashaw

- SEMAC is concerned that Doctors should be the ones giving medical orders
 - This is difficult to adhere to in the North Country
 - Dr. Broderick is aware of the issue and he sits on that committee and will be making sure the concern of SEMAC becomes a mandate

- CPAP has been postponed until June and is not mandatory
 - However the standard of care should be observed in case of lawsuit
- The Ryan White Law was discussed and recent changes to it
- Mt Lakes staff was introduced
- Deliverables are about to be submitted to the State of NY
- Intra-Facility Transfer Committee has been re-established to address issue
 - Dr. Hartung, Dr. Broderick and Dr. Desiderio
 - Mt Lakes is tasked with sending out a survey to agencies that might do transfers and also Emergency Departments
- EPCRs are slowly moving forward
 - North Warren is the latest agency applying with the State
- Northern Ambulance is still with AMC Saranac Lake
 - Dr. Lamar is slowly getting the infrastructure in place with Alice Hyde
- Pediatric Anaphylaxis Protocols are being sent to the State for review and acceptance at the SEMAC meeting in February
- Agencies renewed for ALS Status with Mt Lakes:
 - Ausable Forks
 - Cambridge
 - Empire
 - Fort Ann
 - Lyon Mountain
 - North Country Life Flight
 - Paine
 - Peru
 - Salem
 - Saranac
- Empire Ambulance transport policies
 - Committee to re-evaluate
- No protocols for inducing hypothermia – agencies should therefore not practice it
- Mark Spiezio resigned as Washington Co EMS Coordinator
- Dr. Broderick introduced Andy Teig as his alternate for REMAC meetings
- Dr. Whalen resigned as REMAC Chairman and member
- Dr. Broderick has become the new Chairman for REMAC
- Executive session convened regarding 3 EMS personnel with no action items resulting
- Agencies cannot practice C-Spine protocol if any of their members are lacking training

Mary Jane Connors

- asked about Teks changing agency
- Patty Bashaw discussed the Agency Change form which was recently created to address this issue
 - It will help track Teks and also help with pinpointing any potential issues
 - Also addresses if there is a change of Medical Director

Chairperson's Report

Patty Bashaw

- Patty Reported on the following topics:
 - Spinal Immobilization – already discussed
 - NY State DOH enforcement list was acknowledged as reviewed by the Council
 - EPCRs – agencies in the southern region are moving toward them
 - Change in primary agency form – already addressed
 - EMS Banquet held in November
 - Successful
 - Dr. Esper was funny
 - Storm and Patty acknowledged Michelle and Kim Signorelli for their efforts
 - Employment process of Executive Director and Administrative Assistant
 - Personnel committee interviewed top three candidates and selected Guy Goodell
 - Guy Goodell interjected regarding his selection of Ted Monsour as Administrative Assistant
 - Micki Guy could only work part time, and Guy Goodell wanted someone for full time.
 - Patty Bashaw stated that the Personnel Committee allowed Guy Goodell to select the Administrative Assistant

- Alan Washburn is helping Ed Corp and the Council part time
- Michelle Signorelli is full time with Ed Corp
- Guy and Ted are helping to regain ownership of Council related work and alleviate Michelle
- Getting good feedback from others about the office environment
- Scott Richards added that the Ed Corp and Council have been working together better than ever
- Open Council seats
 - Clinton County
 - Storm discussed Tammy Trombley as a candidate for Council seat
 - EMT for many years
 - Admin of record at Champlain
 - Works on Clinton County QI committee
 - Motion to accept – Buzz Sawyer
 - Second – Kevin White
 - Accepted by all present
 - Warren, Washington and Essex County Seats will be tabled until next meeting
 - Mary Jane Connors asked about the issue of “diversity” in the hiring process
 - The Council concluded its process is diverse and allows for equal opportunity access.
 - Patty read Mark Spiezio’s resignation letter as County Coordinator and letter of interest as a Council Member
 - Since no representation from Washington County was present Kevin White motioned to table accepting Mark Spiezio’s application
 - Peter Gushee of Essex County has resigned due to health problems
 - A letter of appreciation from the Council to be sent by Guy Goodell
 - A letter to Mark explaining why decision tabled
- CPAP already covered
- Council Retreat
 - Help develop rapport and focus
 - Guy Goodell to be facilitator
 - Find out about reimbursement from State
 - Find place to meet
 - Set goals and priorities for regional goals
 - Whole day – Saturday April 18th
- Meeting Schedule
 - April 27 - Queensbury
 - July 27 - Plattsburgh
 - October 26 – Queensbury

Executive Director’s Report

Guy Goodell

- Guy Reported on the following topics:
 - The CON hearing was
 - Deliverables are ready to send
 - Ted Monsour is working on a centralized database
 - Guy will be attending a grant writing seminar
 - Pediatric Anaphylaxis
 - To be passed on to the State

Motion to accept Meeting minutes from 10/27/08

Accepted – Buzz Sawyer

Seconded – Eric Day

Motion to accept Guy Goodell’s resignation from the Council

Accepted – Chris Norton

Seconded – Scott Harwood

Motion to adjourn by Patty Bashaw seconded by Buzz Sawyer passed

Respectfully submitted by
Ted Monsour