

**Wyoming Erie Regional EMS Council  
March 4, 2009  
Meeting Minutes**

*Chair:* Chairman N. Williams called the meeting to order at 7:06 p.m.

*Attendance:* Roll Call was conducted:

- **PLEASE NOTE – ATTACHED IS A TABLE OF MOTIONS. THIS IS BEING USED 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
<b>I. PLEDGE OF ALLEGIANCE</b>		Led by M. Thiel - All
<b>II. APPROVAL OF MINUTES</b>	Approved	<b>Motion 09-1</b>
<b>III. CORRESPONDENCE</b>	Correspondence reviewed from February's BOD meeting. No new correspondence had been received. Correspondence log attached.	
<b>IV. TREASURER'S REPORT</b>	Currently there is \$11,500.00 remaining in the account. Several Funding Requests were received prior to, and at tonight's meeting. They will be addressed under New Business.	<b>Motion 09-2</b>
<b>V. MEDICAL ADVISORY COMMITTEE</b>	Dr. Martin gave a brief WREMAC report (WREMAC minutes attached). <ul style="list-style-type: none"> <li>• The WREMAC held elections in November. Dr. Craig Cooley is the Chair, and Dr. Jeff Myers is Vice Chair.</li> <li>• Working on rejuvenating old subcommittees, as well as newly developed ones.</li> <li>• The WREMAC voted on and approved to allow PAs to give on-line medical direction once they have taken the Base Station Course, and their calls are to be reviewed by the ED Medical Director, who is also approved for medical direction. Roll call vote conducted, it was approved.</li> </ul>	
<b>VI. NEW YORK STATE EMS COUNCIL</b>	Report attached	
<b>VII. ERIE COUNTY</b>	The MACC (Mercy Ambulatory Care Center) has re-opened as an emergency department. Limited space only. (Previous e-mail notice distributed). The recent tragedy in Clarence was felt and experienced by many individuals, from all different entities – approximately 1200 total. Everyone worked well together, proving that ICS works well. Hats off to everyone involved. Thank you!	
<b>VIII. WYOMING COUNTY</b>	N/R	
<b>IX. NEW YORK STATE STRESS REDUCTION</b>	Needless to say, the team has been extremely busy, conducting numerous debriefings, and providing follow-up with many of the providers. This is a normal part of their procedure. The	

<b>PROGRAM</b>	Council expressed their gratitude towards the Stress Program.	
<b>X. COMMITTEE REPORTS:</b>		
<b>A. Membership: A. Lapp</b>	Tony Santoro has submitted an application, and the Membership Committee recommends him, for full membership (available).	<b>Motion 09-3</b>
<b>B. CON – G. Skibitsky</b>	N/R	
<b>C. Training / Education: S. Carlo</b>	<p>Have not heard anything back from J. Mihalko regarding the Rural Metro application that has gone “missing” (see November’s minutes: Correspondence).</p> <p><b>1. Committee Recommendations:</b>  CIC – Committee recommends: Richard Haines Stetter, all paperwork is complete.  CLI – Committee recommends:  Rodney Hogg (lives in Niagara, works in Erie)  Wendy O’Bryant  Scott MacDonald  Jim Lombardo – missing 1 document, pending receipt of last document.</p> <p><b>2. Office of Prehospital Care</b> has completed and submitted their application to become a Specialty Course Sponsor. All paperwork is complete.</p> <p>A number of course applications have been received, but since the state has notified the council that they receive the applications simply on an informational basis, it is not necessary for the council to approve them when received. Many of the courses have already begun once the application is received anyway.</p>	<p><b>1. Motion 09-4</b>  <b>2. Motion 09-5</b></p>
<b>D. By-Laws: J. Glass</b>		
<b>E. Public Relations / Awards: W. Major</b>	<p>Council’s Annual Awards dinner is already scheduled, and it will be held once again at the Hillside Inn in Wyoming, on Wednesday, July 15, 2009. Please mark your calendars!  No award nominations have been received as of yet.  Question was raised as to Clarence Center VFC receiving Agency of the Year. It was discussed that the awards for this year are for incidents that happened in the year 2008, but that the council would absolutely like to and plans to recognize Clarence Center, as well as their Ladies Auxiliary.  Much discussion followed.</p>	
<b>F. New Committees</b>		
<b>a. Program Agency (UEMS)</b>	<p>W. Major – Report attached</p> <ul style="list-style-type: none"> <li>• “Caught in the Act” (CITA) program – 1 response has been received.</li> <li>• Steering Committee – Needs a new Chairman. Also, Neil is following up with Bill Streicher to insure that he is willing to take the vacant Wyoming County spot. Neil will</li> </ul>	

	notify Scott & Bill of the new Chair for this committee. A meeting will be held shortly.	
<b>b. Program Agency Steering Committee</b>	See above	
<b>XI. OLD BUSINESS</b>	N/R	

<p><b>XII. NEW BUSINESS</b></p>	<ol style="list-style-type: none"> <li>1. Due to W. Major taking a position with the Program Agency, the position of Chair Elect is vacant. <b>Elections were held by secret ballot.</b> Gregory Gill is the newly elected Chair Elect. Congratulations Greg, and thank you to Mark.</li> <li>2. The BOD discussed attaining a check / credit card for the council’s use. Due to the auditor’s suggestion, the council is transferring all financial records into QuickBooks. Because of this, it will become difficult to write checks out on the spot (dinners, meetings, office supplies, etc). Having a check/credit card will make this much more efficient and easier. The BOD recommended a limit of \$5,000.00. The Treasurer and Chairman would have access to the card. Question on the motion: Which bank does the council currently have an account with? M&amp;T is who the council has been using, simply transferred branches with the new Treasurer. We can utilize any branch. This is where we would get the check/credit card with. Neil &amp; Mike (Morris) are both signers on the account.</li> <li>3. Storage facility- At the February BOD meeting, it was discussed that the council look into retaining a storage facility (e.g. “Uncle Bob’s Storage) in order to safely store all of the council’s documents and any valuables that we may own. Humidity &amp; temperature controlled facilities were looked into, and all came with a fairly high monthly rental price. The council then discussed storing everything digitally. Need to determine whether the State would allow files &amp; records to be scanned and then kept digitally. Neil will contact Ed Wronski to get an answer.</li> <li>4. Committee Membership list was reviewed. No comments</li> <li>5. Agency Upgrade – Eden EMS submitted an application to the Program Agency to upgrade from Intermediate to Paramedic level. All paperwork is in order.</li> <li>6. Funding Requests: <ol style="list-style-type: none"> <li>a. A. Lapp (for Wyoming County) – AED Training System \$545.00, KED \$200.00 = \$745.00 total</li> <li>b. J. Adolf (for Erie County) – 1 Cardiac Life AED Trainer - \$350.00</li> <li>c. J. Adolf (for Erie County) – 2 Laerdal Trainer 2 w/ remote AED Trainers - \$691.90</li> <li>d. Increase WNY Stress Program’s donation from \$2,500 to \$5,000.</li> </ol> </li> <li>7. Dr. Takats has not submitted any expense reports for reimbursement. Several requests have been made. The books need to be closed; therefore nothing has been received, so nothing will be granted.</li> <li>8. Upon the suggested wishes of the WREMAC, the council agreed to pay for electronically duplicating the ALS Protocols for the ALS Providers in Wyoming &amp; Erie Counties, at an expense not to exceed \$2500.00, which the program agency (UEMS) will perform. A high speed, CD/DVD Burner of reasonable cost will be purchased.</li> <li>9. Discussed the purchase of a new binder for each council member, as has been distributed in the past. Each binder should then have all of the necessary information added to it, which Amy will do.</li> </ol>	<ol style="list-style-type: none"> <li>2. <b>Motion 09-6</b></li> <li>5. <b>Motion 09-7</b></li> <li>6. <b>Motion 09-8</b></li> <li>8. <b>Motion 09-9</b></li> <li>9. <b>Motion 09-10</b></li> <li>10. <b>Motion 09-11</b></li> </ol>
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	<p>10. Discussed the added time and expense for the storage purposes for the scanning &amp; media, as well as personnel cost for the binders to be put together, as well as document storage. Cost not to exceed \$1,400.00</p> <p>11. S. Carlo announced that in the Fall of 2009, ECC will be offering an Associates Degree in Paramedic / EMS Associates. Excited for this program. More information will become available.</p>	
<b>XIII. ADJOURNAMENT</b>	8:49	<b>Motion # 08-52</b>

**THE NEXT MEETING OF THE WYOMING ERIE REGIONAL EMS COUNCIL  
IS SCHEDULED FOR WEDNESDAY, MAY 6, 2009**

*Respectfully Submitted,*

*Amy Major,*

*Administrative Assistant*

*WEREMSC / WEREMAC*