

The Law Offices of Mark C. Butler, PLLC

5166 Main Street, Suite 302
Williamsville, New York 14221
mbutler@markcbutler.com

716.839.5411

716.839.5422 fax

November 8, 2016

Mr. Thomas S. Barsi, EMT-P
Orchard Park Fire District EMS, Inc.
3920 Taylor Road
Orchard Park, New York 14127

Re: Application for Expansion of Operating Territory to
Wyoming-Erie Regional EMS Council by
Orchard Park Fire District EMS, Inc.

Dear Mr. Barsi:

As you know, we are legal counsel to the Wyoming-Erie Regional EMS Council ("WEREMS"). I have been directed by the Systems Committee of WEREMS to advise you of the status of the Application for Expansion of Operating Territory ("Application") by Orchard Park Fire District EMS, Inc.

Upon receiving from you the duplicate Application, application fee and additional letter of support on November 2, 2016, the Systems Committee met yesterday and deemed the Application "Incomplete." The items requiring completion are fairly minor and the Systems Committee is prepared to assist you to complete the process expeditiously.

The items requiring completion are as follows:

1. The Application narrative is required to state the proposed hours of operation, the proposed physical location(s) of the service, the proposed number of employees/members and the number of ambulances/ALS FR vehicles.

In order for clarity, please provide a short narrative supplement that specifically addresses these items.

2. An Affirmation of Fitness and Competency (Form DOH 3778) must be provided for each officer and director of the Applicant. Upon Systems Committee review of the Application submitted, it appears that not all current directors and/or officers of Orchard Park Fire District EMS, Inc. have submitted an Affirmation of Fitness and Competency.

The Systems Committee requests that you provide a roster of all current officers and directors together with a fully completed and executed Form 3778 for each.

3. With regard to the Affirmations of Fitness and Competency, please note that if any Affirmation contains a "YES" regarding the certification as a director, sponsor, principal, etc. that an additional page is required showing the items requested.

Please be certain that such information is included for all officers and directors when such information is required. The Systems Committee notes that some of the current Affirmations do not contain all of the required supplemental information.

4. As to submission of redacted Affirmations to WEREMS, the Systems Committee has no objection. However, the un-redacted material must be provided to the Systems Committee in a sealed envelope which the Systems Committee will forward unopened to the Department of Health for the required evaluation by the Department of Health.

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Upon successful completion and receipt of these items, the Systems Committee will meet in short order and proceed with the Application.

Tom, if you have any questions, please let me know. Bryan Brauner and the rest of the Systems Committee are very willing to assist you with the completing the Application

Very truly yours,



Mark C. Butler, Esq.

MCB:dfs

cc: WEREMS Systems Committee