

**Wyoming Erie Regional EMS Council  
September 6, 2017  
Meeting Minutes**

*Chairman Bryan Brauner called the meeting to order at 6:03pm.*

*Attendance: Attendance sheet on file*

*Point of order for webcasting – Please be sure to speak up or come up to the microphone.*

TOPIC	DISCUSSION	ACTION
<b>I) ATTENDANCE</b>	Present: M.Barber, L.Brandon, B.Brauner, C.Fisher, G.Gill, J.Glass, A.Lapp, C.Mastrella, T.Maxian, K.Mahoney, D.McCartan, J.Mihalko, D.Rogers, A.Santoro, T.Shaw, C.Smith, C.Staffehl, W.Streicher, D.Trzepacz, D.Turner, S.Wander, C.Zemrac	
<b>II) PLEDGE OF ALLEGIANCE</b>	Led by C.Fisher.	
<b>III) PUBLIC COMMENT</b>	1. Erie County EMS is submitting an application for CON. Their municipal CON expires in January 2018. They do not have the application fee, but we will accept it while we wait for the check from Erie County. Accepted it and will be forwarded to Systems Committee.	
<b>IV) APPROVAL OF MINUTES</b>	<b>Motion 17-38</b> to approve July 19, 2017 council minutes.	<b>1. Motion 17-38: C.Fisher Second: D.Rogers Approved</b>
<b>V) CORRESPONDENCE</b>	1. Erie Community College - Updated course application for AEMT course. 2. Erie County EMS - Course Applications: EMT Original and Refresher (Gill-Hillcrest), EMT Original and Refresher (Stanley-Harris Hill). 3. Erie Community College - Course Applications: EMT Original (Zemrac-Hamburg HS), CFR Original (Zemrac-Hamburg HS). 4. NYS DOH - Letter pertaining CON Applications 5. Mr Mugs and Awards - Invoice from clocks from awards dinner. 6. Erie County EMS - Course Applications: EMT Original and Refresher (Rowles-Daemen College). 7. City of Tonawanda - Application and Approval for EMS Agency to Submit e-PCR's 8. Erie Community College - Course Application: AEMT Refresher (Harning-ECC South)	<b>On File</b>
<b>VI) TREASURER'S REPORT</b>	1. We will need to transfer funds to professional fees from other areas of our budget to cover those expenses. The check for that was \$598.50 and \$500.00 was budgeted. Anticipated we will need approximately \$1700.00 for upcoming legal issues. <b>Motion 17-39</b> made to move \$700.00 from Education and Training and \$1000.00 from meeting expenditures. 2. <b>Motion 17-40</b> to approve the treasures report.	<b>2. Motion 17-39 J.Glass Second: A.Lapp Approved 3. Motion 17-40 J.Glass Second: D.McCartan</b>

		<b>Approved</b>
<b>VII) MEDICAL ADVISORY COMMITTEE</b>	1. Next meeting September 20, 2017 at Twin City Ambulance.	
<b>VIII) SEMAC:</b>	Nothing to report.	
<b>IX) NEW YORK STATE EMS COUNCIL – G.Gill</b>	1. Meeting is coming up. Discussion in Niagara County regarding MEMS and AMR. G.Gill will serve on the Finance Committee and another committee to be determined.	
<b>X) ERIE COUNTY G.Gill</b>	1. WNY Stress Committee has made it known that they are available for Texas and possibly Florida. 2. Municipal CON has put in for conversion to a full operation certificate ALS First Reponse. 3. With MERS control they have come up with a new communication method; 858-MERS. Every hospital has a medical direction line. They can forward your telephone call from the ambulance to the appropriate hospital. Also looking at changing around the MERS frequencies to one specific channel. It will always be recorded. Contact Erie County for QI purposes. Current rate of transmissions are down because people have been using cell phones. They will have a primary and back up frequency. 4. Looked for direction on Lakeshore Hospital. No direction yet.	
<b>XI) WYOMING COUNTY B. Streicher</b>	1. Strykersville CON letters went out. 2. County Hospital was affiliated with Strong Memorial, but is now affiliated with ECMC. 3. Perry Rescue Squad is out of service right now because they have some issues they need to address. They do have coverage for their area.	
<b>XII) NEW YORK STATE STRESS REDUCTION PROGRAM –</b>	1. No report. Looking for someone of record to get information back to the council. G.Gill will contact Gloria.	
<b>XIII) COMMITTEE REPORTS:</b>		
<b>A. Budget Committee: A.Santoro</b>	Nothing to report	
<b>B. Membership: A. Lapp</b>	Nothing to report	
<b>C. Systems Committee:</b>	1. Still working on Strykersville CON for Expansion of Territory. 2. Working with Alden. Currently working under a municipal CON working to get a regular CON. They don't expire until 2018. 3. Have received the conversion application from Erie County. They will start reviewing and still need the deposit. 4. We have 2 applications for transfer of operating authority for Twin City and AMR. 5. Still working on some of our systems guidance materials that would deal with our internal processing.	
<b>D. Training / Education: C.Zemrac</b>	1. Applications have been received and filed.	

<b>E. By-Laws: J. Glass</b>	1. Will schedule a meeting this month.	
<b>F. Public Relations / Awards: G.Gill</b>	1. Already have two applications for awards for next year. I will be held the 3 <sup>rd</sup> Wednesday in July in 2018. 2. Looking for update our council's web page to promote what we do and also to memorialize people.	
<b>G. Operations Review: C.Staehfl</b>	Nothing to report	
<b>H. Program Agency Steering Committee</b>	Nothing to report	
<b>I. NYS DOH</b>	1. Have complete a great deal of inspections with the Erie County Fair and several concerts. 2. Involved with Children's Hospital moving in November. 3. CLI program at Niagara University on October 13,14 and 21.	
<b>J. Executive Board</b>	Nothing to report. Next meeting in October.	
<b>XIV) Program Agency</b>	<ul style="list-style-type: none"> <li>📄 Notices disseminated to EMS community via e-mai, Website and Facebook (training notices found below):</li> <li>1. South Buffalo Mercy EMS Outreach Event (August 29)</li> <li>2. UBMD EMS Portal Notifications being activated (August 15)</li> <li>3. Bureau of EMS Survey for current EMS students re: computer-based testing (August 19)</li> <li>4. Bureau of EMS Policy Statement #17-07: EMT CC Transition (Aug 23)</li> <li>5. Bureau of EMS notice regarding Candida Auris (Aug 23)</li> <li>6. Job Announcement: Paramedic Program Coordinator/Lecturer at MCC (Sept 6)</li> <li>📄 Training notices disseminated to EMS community via e-mai, Website and Facebook:</li> <li>1. The Changing Face of EMS – Erie County Sessions</li> <li>2. DT4EMS – Escaping Violent Encounters (Aug 3 &amp; 4)</li> <li>3. Violence Against Healthcare Workers (Aug 8)</li> <li>4. Stop the Bleed, Train-the-Trainer (Aug 15)</li> <li>5. OB Simulation Training – Springville FD (Aug 30)</li> <li>6. Railcar Incident Response – Oriskany (August 31)</li> <li>7. Emergency Response to Domestic Biological Incidents – NYS Preparedness TC (Sept 13-14)</li> <li>8. CME Event at East Shelby FC (Sept 23)</li> <li>9. CLI Course – Montour Falls (Nov 10, 11 &amp; 12)</li> <li>10. Prehospital Care of STEMI Patients (Sept 12)</li> <li>11. WREMAC Preceptor Training Course (Sept 18)</li> <li>📄 Pediatric Hospital Preparedness Workgroup met on August 8th to discuss transport of pediatric patients in a disaster/MCI situation. Representation included NYS DOH, Erie County EMS, UBMD Staff and staff from WCHOB.</li> <li>📄 The Regional Trauma Advisory Committee (RTAC) met on August 23rd. WCHOB has achieved verification from the American College of Surgeons as a Level 1 Pediatric Trauma</li> </ul>	

	<p>Center. A fair amount of time was also spent discussing EMS communication with the hospitals (radio vs cell). The RTAC appointed as subcommittee to discuss a possible QI project related to communication/prenotification.</p> <ul style="list-style-type: none"> <li>■ Perry Ambulance has suspended operation effective 6:30pm on September 5, 2017. They are working to get back up and running as soon as possible. Wyoming County Emergency Services (Monroe Ambulance) is first call with mutual aid from neighboring fire companies if Monroe isn't available.</li> <li>■ The UBMD EMS Division held a planning meeting with course sponsors and regional faculty to evaluate needs (frequency, instructor development topics, etc.) for instructor courses in the coming year (CLI, CIC, CIU). The meeting was held at ECC-South Campus and included representation from all course sponsors in the Wyoming-Erie Region.</li> <li>■ UBMD received a letter from the Bureau of EMS on Sept 6th stating that our Specialty Course Sponsorship was suspended due to missing information from our renewal application. This action was anticipated as the information requested by the Bureau was not available at the time of renewal due to the ransomware virus that hit ECMC. The documents requested became available on August 31 and will be filed with BEMSAT. This information was also shared with the course sponsors and RF during the meeting on 9/6.</li> <li>■ The Bureau of EMS' Vital Signs Conference will be in Rochester, NY October 25 – 29.</li> <li>■ The next WREMAC meeting will be at 1pm on Wednesday, September 20 at Twin City Ambulance.</li> <li>■ The next NYS SEMAC and SEMSCO meetings will be held September 26 &amp; 27 at the Hilton Garden Inn, Troy, NY.</li> </ul>	
<p><b>XV) OLD BUSINESS</b></p>	<ol style="list-style-type: none"> <li>1. <b>Motion 17-41</b> made to send a letter approving the City of Tonawanda Fire Department E-PCR application.</li> <li>2. K.Mahoney gave an update on council's incorporation/non-for-profit.</li> </ol>	<p><b>4. Motion 17-41</b>  <b>G.Gill</b>  <b>Second: C.Mastrella</b>  <b>Approved</b></p>

<b>XVI) NEW BUSINESS</b>	<p>1. Distributed a copy of the contract what this council entered with the NYS BEMS. This is our work plan and deliverables. This discusses legal representation and accounting. We will eventually be able to NY Center for not for-profits once our paperwork is completed. It also requires us to incorporate which we are working on. We need to have an MOU between the REMSCO's. It also requires us to have a place of business and it can't be a private residence. It can be the program agency as long as we define and address it. We have to have telephone numbers, physical address, email addresses and business hours. B.Brauner wants us to consider tonight that we make our address with the program agency. <b>Motion 17-42</b> made to make our business addresses to align with the program agency and eliminate our PO Box to align with the program agency. Question brought up regarding storage. Indicated we would work on an MOU with the program agency regarding this. A policy needs to be developed. We do currently have an MOU with the program agency. They do video recordings and maintain our web site. We reviewed current MOU. The current reporting tool has just come up in the past year. We have to submit quarterly claims you have to submit your financial along with meeting minutes and some other information. The paperwork in 50 some pages. It will be helpful to have the program agencies help in filling out these reports. Discussed mail and mail getting lost going through ECMC. Stated it won't be a problem. The program agency usually gets anything that relates to EMS to their office. <b>Motion 17-42</b> amended to state make our business addresses to align with the program agency and eliminate our PO Box to align with the program agency with keeping the PO Box open for additional 90 days.</p>	<p><b>5. Motion 17-42</b>  <b>D.Trzepacz</b>  <b>Second: C.Staffehl</b>  <b>Approved</b></p>
<b>XVII) ADJOURNMENT</b>	<p><b>Motion 17-43</b> made to adjourn at 7:10.</p>	<p><b>10. Motion 17-43:</b>  <b>J.Glass</b></p>

**The next meeting of the Wyoming Erie Regional EMS Council**  
**November 1, 2017 at 6:00 pm at the South Wales Fire Department**  
*Minutes respectfully submitted, Christopher Zemrac, WEREMS Council Secretary*