



**ST. LAWRENCE COUNTY
EMERGENCY MEDICAL SERVICES
ADVISORY BOARD**

November 27, 2012

Meeting was called to order at 1902 with Chris Adams in chair. Roll call taken and duly recorded. Corrections to the minutes of the previous meeting regarding correction to attendance were noted and accepted.

Members present: Carol Muench, Dr. Greg Healy, Dick McDougall, Phyllis McDougall, Jean McLear, Tom Tomlinson, Ken Gardner, Don Thompson, Curtis Newtown, Ann Smith, Chris Adams, Gary Jarvis, Grover Katzman, Kevin Wells, Dan Parker (late), and Craig Ballard

Members excused: Storm Cilley.

Members absent: Wayne Love, Ron Hance

Guests: Cindy Rockhill – MMH, ED Director, James Stockman – NCEMS Program Agency Director, Joe Gilbert – Director OES.

- Communications** – 1. Ann Smith is now a member of the advisory board.
2. Parishville Rescue is currently updating their current operating procedures. For years they have had ALS intercept with the town of Colton and already have a CON for the Town of Hopkinton. They are attempting to update according to NYS DOH regulations. Carol made the motion to support this effort, second by Gary Jarvis and carried.
 3. From Craig Ballard: He stated he is applying for a position on the board since his job is being eliminated at the end of 2012.
 4. Tri-Town: They have a concern regarding the Mutual Aid policy DOH-12-06. They are looking into a more feasible mutual aid response to Tri-Town area rather than Seaway Valley every time. Chris Adams stated he was in charge of formulating this policy statement for Tri-Town.

Office of Emergency Services – Craig reported the following calls totals for the last two months:

	EMS	Fire
September	634	105
October	609	115

1. Craig thanked everyone for his support in getting new narrow banding complete. Everything went well on November 5th when the switch was made.
2. Thanks were given for getting automatic stand-by protocol for Air Helicopter and read parts of the policy statement.

NCEMS Program Agency

1. James Stockman reported he is continuing with Spring Fling 2013.
2. ACLS/PALS classes are being scheduled and dates can be found on line.
3. CIC update will be held on December 7th but located in the Mid-State region.
4. Jim stated he has completed his ALS inspection for Jefferson County and will start St. Lawrence County soon.
5. Reported several CQI issues have been resolved by the region CQI committee.

Unfinished Business

1. Chris – Proposed some sort of CME type of education from the hospitals after the holidays. Cindy Rockhill stated MMH would be very interested.
2. Re: By-Laws changes. Motion was made by Kevin Wells to change the number of hospital representatives to the STL EMS AB from 1 to 5 representatives found under Article II. Motion was seconded by Ken Gardner and carried.
3. Letter of recommendation is to be written for Ann Smith to be a representative on the REMSCO board.
4. Re: MCI drills.
 - a. Canton reported the department's district 1 MCI drill went very well and things also went very well at CPH were all patients were transported.
 - b. OVRS – Ken Gardner reported drill went fine. They were short a couple of ambulances which made it necessary to return from the hospital back to the scene. IT was CHMC that requested each incoming ambulance make its own radio report.
Per Joe Gilbert, it was also a great learning experience for the dispatchers.

New Business

1. Joe Gilbert discussed his proposal of starting a St. Lawrence County Citizen Core calls Community Emergency Response Team or CERT which would be activated by the county EOC. This unit would become self-supporting once it is trained and fully mobile. It can be sued during natural disasters, assist on MCIs such as laying out searches. The initial plan is to have 5 CERT teams with 10 members each located geographically about the county. These teams can only be activated by the OES and tasks will be specific as to that they can and cannot do. Doe stated he is hoping for grant approval to get this started.
2. Grover Katzman reported that OVRS is now the owner of the Hackett's Building. Two firms have been contracted, one for utilities and the other for interior construction. In-service target date is March 13-15. The building contains 55,000 sq. ft. with only 22,000 being utilized. The hope to rent out approximately 25% of the building space and the building will be manned 24/7 with a backup generator.
3. Ann Smith gave an updated regarding Air Medical helicopter service. For the month of October there have been 12 calls, 9 were interfacility and 3 were on-scene pickup. An on-scene protocol is being finalized. The service is continuing to do educational in-services about the county which have already included presentations in Canton, Gouverneur, Lisbon, Morristown, Heuvelton and Parishville. Helicopter requests will

continue to be made through the clearing house which means for departments to contact dispatch. There will be no direct phone line to either Potsdam or Watertown.

4. Re: memberships. Four terms are due to expire, Grove, Ron, Don, and Gary. Gary expressed he is not interested in having his term renewed. Motion to accept made by Kevin Wells, seconded by Tom Tomlinson and carried. Grover stated that with many other OVRS members already on the board that he would like to not continue as a member of the board. Motion to accept made by Ann Smith, seconded by Carol Muench and carried. Don accepted appointment and motion to send letter of recommendation to the county legislators made by Carol, seconded by Tom and carried. Ron Hance has not been in attendance for approximately 2 years and Gary Jarvis stated the board should go by the By-Laws. It was suggested that a courteous call be made to determine what Ron would like to do. A motion was made by Ann Smith to write a letter to Ron asking his intentions and date of response to be determined. Motion was seconded by Curtis Newtown and carried.
5. Craig Ballard expressed interest in becoming a member of the board now that he was retiring. Motion to appoint Craig to the board was made by Gary Jarvis, seconded by Kevin Wells, and carried. A biographical data sheet has already been completed. Chris will send over Don's and Craig's appointments now and will send Ron's later if he so desires to continue.
6. Cindy Rockhill stated that if any EMS unit has any problems with the ER staff at MMH, please her. She can't fix the problem is she doesn't know about it.
7. Kevin Wills stated he had an issue at CHMC regarding a deputy being pushed about by a doctor without conversation. Kevin stated he had no problem contacting CHMC to discuss this concern and feels it was taken care of.

The next monthly meeting will be at 7pm at the Office of Emergency Services on January 22, 2013.

Upon a motion made by Curtis Newtown and seconded by Jean McLear, meeting was adjourned at 2012 hours.

Respectfully submitted,

Donald Thompson
Secretary