



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

January 22, 2013

Meeting was called to order at 1903 with Chris Adams in chair. Roll call taken and duly recorded. Minutes of the last meeting were approved upon a motion made by Ken Gardner with a second from Grover Katzman.

Members present: Carol Muench, Dick McDougall, Phyllis McDougall, Wayne Love, Jeannie McLearn, Storm Cilley, Tom Tomlins, Ken Gardner, Don Thompson, Ann Smith, Chris Adams, Dr. Greg Healey, Craig Ballard

Members excused: Kevin Wells,

Members absent: Ron Hance, Curtis Newtown, Daniel Parker, Ron Koster, Julianne Henry

Minutes were approved except for one minor spelling correction

Correspondence – 1. An email from Joe Gilbert is to be brought up under new business  
2. A letter of interest to become a member of the board was received from Brenton LaGrow of Massena Rescue.

Office of Emergency Services – Don reported that Jim Stockman was not going to be able to make it but did want to pass on that there are no COI issues at this time regarding any St. Lawrence County agencies

**Unfinished Business**

1. Re: status of Ron Hance as an active board member. Apparently, his current email address was incorrect and Ann did provide with a correct address. Therefore, no action was taken until we hear back from Ron.
2. The board of Legislators did approve our request to increase the membership by four people which allows us to have all county hospitals represented.
3. Ken Gardner reported to the board that Julie Sciorria, CHMC ER, is interested in being on the board. Along with this, Chris Adams also reported Cindy Rockhill from MMH is interested as well. It was decided to utilize this information as a letter of interest. At this time, Jeannie made the motion to accept for membership Julie Sciorria, Cindy Rockhill and Brenton LeGrow. Motion was seconded by Dick McDougall and carried.

- New Business** – 1. Re: CERT team: There was a question as to whether this was on hold or not. Tom Tomlins provided information that a resolution should go in front of the Board of Legislators next month.
2. Discussion on a letter sent by Waddington Rescue in response to a mutual aid call involving SVA during a recent snow storm on December 21, 2012 was presented. A couple of letters were read and much discussion soon followed. Ann provided suggestions in regards to updating the Mutual Aid Plan and found a copy of the original policy statement from November 1998, policy statement 98-03. It was also found a document signed by Mike Wassus in 1997 which stated dispatch times after the initial tones would be made at 5, 8 and 12 minutes. A REMAC policy came out in 1998 (policy statement 98-03) which changed those times to 4 and 8 minutes after the initial dispatch. Storm discussed the definition of mutual aid. Dick McDougall stated DOH polices are guidelines and the dispatchers need to take more responsibility in determining which department is closer. Ann made the motion that the county utilize worksheets to update the EMS mutual aid plan working with agencies. This motion was seconded by Tom and carried. Chris and Ann will assist the county in developing this. The county dispatch, at this time, is to be working off the mutual aid policy statement 12-06. Ken Gardner made the motion to follow the REMAC policy statement 98-03 recommendation for times of additional dispatch tones. Discussion followed and it was decided to drop the definition of staffed ambulance from that statement. Motion was carried by simple majority vote.
3. Waddington has a concern over lack of EMS personnel to response to their EMS class and inquired about suspending their COH. Storm and Ken asked that dispatchers ask the destination of the patient to determine which ALS unit to send or activate.

The March 26<sup>th</sup> meeting is our annual meeting and elections. Tom and Jeannie were appointed to the Nominating Committee.

Next meeting will be Tuesday, March 26<sup>th</sup> at the OES conference room.

Meeting adjourned at 2053 hours upon a motion made by Craig Ballard and seconded by Ken Gardner.

Respectfully submitted,

Donald Thompson  
Secretary