

Minutes of EMS Advisory Council

March 14, 2012

Members Present:

Marian Brownlie, Charles Ihlenfeld MD, Chris Lewis, Peter McCracken, Arthur Williams,

Members Excused: Edward Brown, Doug Matz

Meeting was called to order by Art Williams at 4:00 PM in the Town Hall Board Room.

A motion was made and seconded to approve the minutes from the February 8, 2012 meeting.

Management Report:

Joy Bausman, Executive Director, reported:

- 11 calls in February
- 3 new recruits finish EMT-B class tomorrow (Thursday, March 15). All passed skill test.
- 2 EMT's in refresher class which will finish in May
- 3 possible additional interested volunteers
- Ambulance building has an updated sign – Red Cross taken off
- Firematics went through the building for fire extinguisher inventory. New extinguishers were ordered.
- Purell alcohol dispensers installed
- Ambulances #16 & 17 have new tires. #17 has new oxygen regulators. #16 is having its oxygen delivery system reviewed tomorrow.
- Working with Suffolk County re inservice credits that can be taken rather than attending a refresher class. Learned yesterday that there are new forms that need to be completed
- Volunteers will be making recommendations at the April meeting for possible long term needs. This will assist in preparing the budget.
- Logo selection to be made April 3rd at 7 PM. Will order spring clothing from clothing allowance. All are welcome to attend this meeting. The Committee agreed that the logo should be provided to the Town Board for review before implementation.
- Policy and Procedure Manual – still a work in progress. Helen Rosenblum and Jack Thilberg have reached out to other agencies for copies. After review, it has been determined that these copies are not applicable to Shelter Island. Currently working on manual that was established previously for the Red Cross volunteers. There are new County/Department of Health requirements that need to be incorporated. Will take 3-4 months of operation to determine procedures.
- Contract between Red Cross and the Town has been completed. Presented a check in the amount of \$200,968.00 to the Town yesterday. Designated fund has been established. In addition to the money, the Town has received a building and 3 ambulances.

- Ed Holahan will speak at the Town Board Work Session on April 3rd at 1 PM. EMS members have been notified. If they are unable to attend, they can view the meeting live on the townhallstreams.com web site.

Report on meeting with Town grant writer (Jean O'Connell & Associates):

Chris Lewis reported on a conference call held March 13 and included herself, Laury Dowd, Peter Reich, Joy Bausman and O'Connell representatives Gary Rouleau and Shelia Miller. Gary reported that he and Shelia were looking for grant funding for the EMS needs through upcoming FEMA grants (regulations due out in April). They suggested Joy attend a FEMA grant workshop, when it is offered to identify projects that would benefit her department, e.g., upgrade of radio systems.

New Business:

- Chris Lewis advised that the Town Board was impressed with Jim Preston's "Anatomy of a Call" presentation and would like to get in on Channel 22 prior to the LOSAP presentation. Art advised that there are plans for Jim Preston to update his presentation. Jim Dougherty advised that Mary Ellen McGayhey from Channel 22 will film the presentation. It was determined that asking for donations at the end of the presentation would not be appropriate. There are no other charities promoted on Channel 22.
- There was discussion re the recent mailing requesting donations to the Red Cross. There are a lot of people that do not understand the difference between the Red Cross and ambulance donations. Marian Brownlie explained that the Red Cross donation request was for the Shelter Island Chapter of the Red Cross should there be a hurricane or other disaster. Canvassing for ambulance donations will be done at a later date by the Shelter Island Ambulance Foundation.
- Sam Case praised the hard work and efforts by Dave Clark and other members of the Highway Department for being so accommodating. He noted that Dave and Ray Congdon took apart and fixed one of the ambulances (he had previously taken the same vehicle to other mechanics with no success). Joy agreed and shared that Giovanna is devoted to getting it perfect (cleaning the ambulance building); Nick Ryan and Jim Lenzer for their excellent response, e.g. fixing chairs. "Everyone has been stellar".

Meeting adjourned at 4:30 PM until April 11, 2012.

Submitted by J. Meringer,
Sec. to the EMS Advisory Board