**Western Mass Emergency Medical Services Committee, Inc.**

**Meeting:** Regional Council

**Date:** February 11, 2021

**Place:** Western Mass EMS

**Presiding:** Steve Gaughan

**Called to Order:** 1:03 pm

**Adjourned:** 2:24 pm

**Attendance:**

**Present (via Zoom) –** Brian Andrews, Christopher Bascomb, Gerald Beltran, Scott Chapman, Candice Christenson, Deborah Clapp, Raymond Ferrin, Mark Fortier, Steve Gaughan, Michael Gleason, Thomas Grady, William Hathaway, Mark Maloni, Erin Markt, John Meaney, Robert Moore, Christopher Norris, Gene Os, Michael Tryon, Laurie Tuper and Matthew Wolkenbreit

**Excused –** Patrick Leonardo and David Zamojski

**Absent –** BJ Calvi, Brian Coulombe, Mary Cushman, Harriet Dyer, John Garriepy, Steve Manchino, Matthew McBride, Angela Mulkerin, Jeffrey Olmstead, Michael Rock and Bruce Stump

**Guests –** Sara Burgess, Lisa Herringshaw and Dawn Josefski

**Conflict of Interest Statement**

**Minutes:** A motion was made to approve meeting minutes from our last meeting. This was seconded and approved unanimously.

**Committee Reports:**

**Physicians’ Council:**

**Discussion –**

The committee met earlier today, and Dr. Beltran reports that they reviewed a “Code Silver” draft presented by Dr. Leinbaugh. This declaration would be relayed to dispatch in the event that a crew feels they are in danger. All present felt this would be a good idea and they are going to continue to discuss it at a future meeting. They also had discussion regarding patients with solid organ injuries and wearing a bracelet recognizing them as such when released from the hospital. This would be helpful in recognizing future complications for a patient in the event they have a health emergency. This concept is going to be brought forward at the next State Medical Services Committee Meeting.

*Action: None*

**Executive Director Report:**

**Discussion –**

Deb reported that The Ripples Group has been awarded the contract for the financial viability and sustainability study for the Regional Emergency Medical Services Councils.

Jeremie Meyer has been hired as the temporary CISM Coordinator and Michael Pandora has been hired as the temporary MCI/Communications Coordinator. After 5 weeks there will be a review of their progress to determine if they are meeting our expectations.

Regarding Ambulance Licenses: there has been a delay in renewals being issues, so make sure that you are sending in your renewal application along with your check. Also, you should send them return receipt requested.

Regarding CISM interventions: there have been 2 debriefings and 2 one-on-one since our last Exec meeting in January.

*Action: Deb will continue to update monthly.*

**Executive Committee Report:**

**Discussion –**

At the meeting last week, they reviewed and discussed the yearly attendance for Regional Council and Executive Committee meetings. In addition, there was discussion about Annual Meeting and possible voting methods.

*Action: None*

**Treasurer’s Report:**

**Discussion –**

Our account balances are $281392.63 in our checking account, $97566.87 in Savings and $1800.29 in the Scholarship account.

We are currently working with the accountant to set up a separate account for our CISM funds so there is more transparency.

*Action: None*

**MCI/Communications Committee:**

**Discussion –**

Although there was no meeting held, Steve Gaughan has been working on a powerpoint presentation for the Regional MCI Plan.

*Action: None*

**Awards Committee:**

**Discussion –**

As the deadline is March 1, 2021 for Save Awards, John Meaney and Mike Tryon are going to meet later that week to review all nominations. Upon the completion of their review, Lisa will send out Save Award letters to recipients, a copy to their respective services for personnel files and their certificates.

*Action: John and Mike to review nominations after March 1, 2021 and Lisa will notify*

*award recipients.*

**HMCC Report:**

**Discussion –**

Mark Maloni reports that they are still in COVID response mode for all the different disciplines. They have received approval to make purchases for a Regional Cache and will work with WMEMS to be certain we have a broad range of supplies in each cache. The HMCC PPE Cache is located in a climate-controlled storage unit, while the Region 1 PPE Cache is located in a climate-controlled unit in Northampton.

*Action: None*

**County Reports:**

**Discussion –**

**Berkshire County**: Brian Andrews reports that they have been working on a countywide mobilization plan, let by William Hathaway. They are also reviewing their current bylaws and discussing a certain term utilized when contacting dispatch in the event that EMS is in a potentially dangerous situation. They are also still accepting donations in memory of Lucy Ann Britton which will go towards a Shrine at the Divine Mercy Shrine in Stockbridge.

**Franklin County**: A meeting will be held in a couple weeks and they will hold their elections.

**Hampden County**: At one of their next meetings they will determine Hampden County representatives on Regional Council.

**Hampshire County**: No report given.

*Action: None*

**Old Business:**

**Bylaws Revisions:**

**Discussion –**

Mike Tryon and Laurie Tuper met on January 19, 2021 to work on 4 sections of the bylaws based on comments at the Executive Committee meeting.

There were some questions pertaining to 5.5 D- government service and excused absences: would this cover the absence of a regional council member that is working on shift for a city/town run ambulance and/or fire department or police department? After lengthy discussion, the general consensus was that excused absences would be monitored and letters would be sent to those that are not making 2/3 of our meetings. In section 2.8 there is an option that a member can be removed due to lack of attendance if necessary. The majority felt it would be beneficial to keep the remote meeting option which could draw some that would have had to be excused if they were working.

A motion was made to accept the Bylaws as presented. This was seconded and open for discussion. As there was no discussion, a Roll Call Vote was taken and motion was approved unanimously. Bylaws are now be in effect.

*Action: Deb Clapp will forward a copy of the bylaws to OEMS for review per regulation.*

**Nominating Committee:**

**Discussion –**

We need to appoint a Nominating Committee as Annual Meeting is approaching. Mike Rock has agreed to stay on again this year and Gene Os also volunteered to assist. To make a nomination or self-nominate email Mike at [mike@highlandems.org](mailto:mike@highlandems.org) and Gene at [gos@granbyfire.org](mailto:gos@granbyfire.org) and cc [wmems@wmems.org](mailto:wmems@wmems.org)

Timeline for process: Nominations close on 3/16/21, the slate of nominations will be emailed to all Regional Council members on 3/18/21. Changes can be made up until 3/30/21, but as of that day, the slate of nominations is final. On Thursday, April 1st, 2021 the final slate will be emailed to all Regional Council members.

*Action: Mike Rock and Gene Os to collect nominations and forward to WMEMS.*

**New Business:**

**Annual Meeting, April 8th, 2021:**

**Discussion –**

Discussion was held regarding our method of voting at this years’ annual meeting as we will not be able to meet in person. Deb looked into a couple of different electronic voting systems or we could vote by paper ballot. Brian Andrews made a motion that the office spend up to $150 to purchase an electronic voting system. This was seconded and approved unanimously.

*Action: Deb Clapp to purchase an online voting system. Upon signing up, Deb will send*

*a couple of test ballots out to Regional Council for practice voting.*

**Question Regarding M & Ms:**

**Discussion –**

Mark Fortier inquired as to how people can attend M & M’s if groups of people still aren’t allowed to be together. Erin Markt responded that they have been running them virtually and they can be broadcast for small groups at stations with a proctor or people can attend them while on their own through their phone or computer.

*Action: None*

**Next meeting:**

Our next meeting will be held on **Thursday, March 11, 2021 at 1:00 pm via Zoom**.

**Adjournment:**

There being no further business, the meeting adjourned at 2:24 pm

*Lisa Herringshaw, Assistant Director*