HUNTINGTON COMMUNTY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
OCTOBER 19, 2006

Present: R. Conover, Martha Brenner, C. Schramm, M. Barker, M. Cappola, R. Franz, R. Winter
Asst. to the Sec.: A. Hershkowitz #82
Absent: C. Blackwell, M. Milo
Guests: A. Golinsky, M.J. Woznick, K. Brenner, P. Brenner, M. Winter

The President stated there was a quorum.

The meeting was called to order at 1935 hrs.

Minutes

Motion by R. Winter, seconded by R. Franz, to accept the minutes of the October 5, 2006 minutes as amended.
Motion carried **Unanimous**

Proposals

Motion by M. Brenner, seconded by M. Cappola, to approve the SOP amendment of Section VII Paperwork, Section D, Paragraph 4, as attached. This amendment was published in the October 2006 Pulse and read for comment at the October 9, 2006 General Membership meeting. 2/3 vote required.

Motion by M. Brenner, seconded by M. Cappola to table this motion.
Motion carried **Unanimous**

Motion by M. Brenner, seconded by M. Cappola, to approve the SOP amendment of Section IX, A Protocols, *as attached.* This amendment was published in the October 2006 Pulse and read for comment at the October 9, 2006 General Membership meeting. 2/3 vote required.

Motion by R. Franz, seconded by R. Winter, to table this motion.
Motion carried Yes: MC, WMB, RW, RF No: MB, CS

Motion by R. Winter, to accept the Children's Holiday Party SOP changes
There was no second, but a discussion ensued.

Motion by M. Brenner, seconded by W. M. Barker, to untable the motion for the SOP amendment of Section IX, A Protocols.
Motion carried Yes: MB, CS, WMB, RW No: MC, RF

Motion by M. Brenner, seconded by C. Schramm, to accept the SOP Social Committee Protocol changes Section IX, A, as amended, with a clean copy to all BOD members by Saturday, October 21, 2006. Any changes will be discussed at the next BOD meeting, November 2, 2006. Move the motion by M. Brenner.
Motion carried Yes: MB, CS, MC, WMB, RW No: RF

Mary Winter, Chairperson for the Life Membership Committee, arrived at 2105hrs.

Motion by M. Brenner, seconded by R. Franz, to call an Executive Session at 2110 hrs.
Motion carried **Unanimous**

Executive Session ended at 2124 hrs.

Motion by R. Franz, seconded by M. Cappola, to authorize and approve the Social Committee to have the Children's Holiday Party on Saturday, December 9, 2006 from 3:00 PM to 6:00 PM at headquarters. The authorized attendees and gift eligibility for this event will be in accordance with the Social Committee protocols of Article IX Section A 4 of the SOP's which must be posted with the signup sheet including that the child must be present to receive a gift. The Social Committee Co-Chairperson, with approval of the Board liaison will have the authority to approve or deny requests to attend by other interested parties with a fee of $35.00 per child to offset the cost of the gift and incidentals, which is to be paid in advance by the squad member requesting approval but fee must be paid no later than November 23rd, 2006. Further to authorize an advance of $5,500.00 which will be accounted for in accordance with the PPP and is to be used to cover the expenditures for food, paper goods, decorations, (table decorations only-no ceiling decorations), entertainment, film and gifts. It is estimated that the gifts will not exceed $35.00 per child. No other funds will be provided without the express pre-approval of the Board of Directors. The eligible child must be present to receive a gift, no exceptions. Members paying the $35.00 fee may receive the child's gift, if the child is unable to attend. The Social Committee Co-Chairperson M. Woznick will be responsible for this event and will produce for the Treasurer an accounting of this event with original receipts within ten days of the event, and the Treasurer will give the BOD an accounting for this event at the next BOD meeting immediately following receipt of the accounting. HCFAS funds
Motion carried Yes: CS, MC, WMB, RW, RF. (M. Brenner was out of the room)

Motion by R. Franz, seconded by C. Schramm, to accept and approve the recommendations of the Adult Party Coordinators Christine Blackwell (Board Liaison) and Mary Jane Woznick (Social Committee Co-Chairperson as per the October 19, 2006 proposal) and authorize the Squad's Adult Party to be held on Saturday, December 16, 2006 from 1800 hours to 2200 hours in the General Meeting Room.
Further to authorize Mary Jane Woznick to accept the bid from Culinary Studio(caterer) dated October 3, 2006 at a cost of $44.00 per person plus a total service staff charge of $1625.00 including gratuity as per their proposal for a total of $53.28 per person. The Squad's standard cancellation clause will be part of all agreements and caterer will provide a certificate of insurance with HCFAS named as additional insured and will provide a certificate of insurance indicating workers compensation coverage.

Further to authorize the engagement of two Tips certified bartenders plus one ‘Bar Back’ with the prior approval of the Chief and the purchase of the bar inventory for an aggregate cost not to exceed $1,700.00. It is preferred that the purchase of liquor and beer for the event will be from a discounted liquor store and beverage distributor. Alcoholic beverages will be dispensed in accordance with SOP Article IX by Tips certified bartenders. It is understood that no tip receptacle (jar) will be placed on the bar during the event. A disclaimer is to be posted at the bar, in compliance with our SOP’s concerning alcohol consumption. (No one under the age of 21 years is to be served or is to consume alcoholic beverages). Brian Canty, Co-Chairperson of the Social Committee, will be in charge of the stocking and of the manning of the bar.

Further to authorize an amount not to exceed $1,450.00 for linen, table pieces, decorations and photo film. Ceiling decorations to be permitted, and they will be limited to lightweight decorations to be hung by non-adhesive hangers from the light frames.

Further to authorize an amount of $550.00 for the D.J. Tony Tunes Entertainment.

Attendance or invitees to the event will be in accordance with the SOP Social Committee Protocols, Section IX,A.1.a. which will be posted with the sign up sheet. Social Committee Co-Chairpersons, Mary Jane Woznick and Brian Canty will offer timely invitations to Suffolk County Police Personnel from sector cars 202, 202A, 203, and 203A with the same guest privileges as HCFAS members. A member sign in sheet will be used for this event. The Social Committee Co-Chairpersons will be responsible for this event and the Squad Chief will be responsible for conduct of members at this function.

An accounting for this event, with original receipts and a liquor inventory will be prepared within 10 days of the event by Mary Jane Woznick and Brian Canty as coordinators and co-chairpersons and submitted to the Treasurer, Carl Schramm. An accounting for this event will be given to the Board of Directors by the Treasurer at the next Board meeting following the receipt of the paperwork from the Social Committee. HCFAS funds

Motion carried Unanimous

Motion by M. Cappola, seconded by R. Franz, to authorize the President to renew the annual memorandum of understanding for HCFAS participation in the Learning for Life Exploring Program for Post 215, effective November 1, 2006, in accordance with HCFAS By-Laws Article III, Section 6. Further to authorize and approve the payment from Post 215 funds of dues of $ 7.00 and insurance of $ .70 for each of the youth participants and the payment from HCFAS funds of dues of $7.00 and insurance of $.70 for each adult participant / advisors (per list attached) and the annual participation fee of $ 20.00. 2/3 vote required.

Motion carried Unanimous

Motion by M. Cappola, seconded by R. Winter, to approve President Conover’s appointment of Brian Canty as Chief Advisor of Explorer Post 215, effective November 1, 2006 in accordance with Post 215 Standard Operating Procedures Article III, Section 1.

Motion carried Unanimous

Motion by M. Cappola, seconded by R. Franz, to approve Post 215 Chief Advisor Brian Canty’s appointment of Associate advisors, Ann Maloney, Elizabeth Steenson, Paul Biersack, Todd Atkin, Chris Winter, Carmen Schlieben, David Mohr, and Christy Stiles, effective November 1, 2006 in accordance with Post 215 Standard Operating Procedures Article III, Section 1. 2/3 vote required.

Motion carried Unanimous

Motion by R. Franz, seconded by M. Brenner, to authorize and approve the Medical Committee Chairperson Tom Hogan to arrange for flu shots to be dispensed to all active members and inactive life members prior to the General Membership meeting on date TBD at a per vaccination cost not to exceed $ TBD (last year $20.00). Further to extend reimbursement for flu shots, excluding Flu Mist or any other active virus vaccination, obtained at Dr. Timson's office or $ 20.00 toward flu shots, excluding Flu Mist or any other active virus vaccination, obtained at North Shore Medical Group or other medical provider for members who miss the group vaccination or if the Squad group vaccination does not take place due to the non availability of the vaccine. The Chief will make sure that proper and timely notification is made to the membership via the Pulse or bulletin board posting. The Chief will also arrange a timely page notification on the day of the vaccination. HCAD funds.
Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to authorize and approve the purchase and distribution of either a $ 125.00 Waldbaum gift card or a $125.00 Simon Visa Gift Card, at the choice of the member, to inactive Life Members, inactive 20 Year Exempt Members, and active members who are members as of November 1, 2006. Inactive life members living out of the Nassau / Suffolk County area will receive a $ 125.00 check in lieu of a gift card. The distribution of the gift cards will be made during the December 11, 2006 annual election. Prior to the purchase and the distribution of the gift cards, the Chief will advise the President and Secretary of any members who have not fulfilled their obligations in accordance with the By-Laws and SOP's. The Secretary will not issue holiday gift certificates or cards to these members unless approved by the President and Chief. A report of these members will be made to the Board of Directors prior to or following the December General Membership meeting. The Secretary will be responsible for sending a notice regarding choice to the eligible members and also for the purchase and distribution of the gift certificates and checks. The Waldbaum gift cards will be purchased at a discount and the Simon gift card issuance fee will be $ 1.00 per card. The Waldbaum gift card and the Simon Visa Gift Card will be purchased in the denomination of $125.00. HCFAS funds.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Chief Winter and Third Deputy Chief Robert Loysch and authorize and approve an amount not to exceed $5,395.00 for repairs to the air conditioning system by the Squad’s contractor Traditional Air Conditioning of Hicksville, NY. The repairs include the removal and disposal of compressor 3 & 4 in RTU #6 and installation of new compressors with filter driers. All parts replaced will be covered by the manufacturer’s written warranty and labor is warranted for 30 days. Invoice will include a detail of the equipment replaced including location and serial number. The Chief and 3rd Deputy Chief will be responsible for this project.
Motion carried Unanimous

See President’s report for Alert Glass contract motion.

Treasurer's Report – *Carl Schramm*

Motion by C. Schramm, seconded by R. Winter, to pay the bills.

10/06/06 to 10/19/06	HCAD funds	48 transactions	$49,764.27
10/06/06 to 10/19/06	HCFAS funds	8 transactions	$ 636.62

Motion carried Unanimous

Bob Franz asked why we paid $420.00 to Simplex. Don't we have a maintenance contract that this is covered by? Carl answered that he does not have a copy of a contract and when he receives a purchase order with a bill, he pays it. Shouldn't the Chief Dispatcher know if we have a contract with a company? Martha Brenner points out that the job of Treasurer, or any position in the Squad, does not have any guidelines written as to the responsibilities of that respective office.
Reeve Conover states that this only points to the necessity of writing transition books for incoming officers. Bob feels that this comes under the heading of good business practice. Reeve states that some people who have business experience may know that but other members have different careers that do not share the same experiences. Carl asked if it isn't the responsibility of the Secretary to keep all records of paperwork, including contracts are warranties?

Director Franz asked for a copy of the lease contract we have for the new copiers and a copy for the Treasurer also.

We have received the second half of the budget from the TOH.
The paperwork has been straightened out with the banks.

President's Report – *Reeve Conover*

We have a reply from Alert Glass concerning the sizes we need for our order of extra windows. Basically, they cannot say how many of each size is needed until a contract is in place and they come in with H2M and take the measurements. In order to move past this, we need to sign the contract, hence the motion just made.

Motion by C. Schramm, seconded by M. Brenner to authorize and approve the President, Reeve Conover to sign a contract with Alert Glass in the amount of $9,873.00, with half , $4,936.00 to be paid upon contract signing. After the final measurements are made, we will have a final count on the number, weight and sizes of the windows we will hold in storage for future use. The storage place is yet to be determined. The Building Improvement Committee Chairperson, Dave Mohr, will be responsible for overseeing this project.
Motion carried Unanimous

Bob Franz asked if this wouldn't be a good use for the bond monies that are still available. Carl responded that there would not be time to get a check from the bond account but monies in the account could be applied to reimburse the Squad for this purchase. It is a legitimate use for these funds.

The First Deputy Chief has asked why the BOD wanted the proposal for an arcade game be presented at the General Membership meeting. The reply is that there are a lot of members using the Ready Room and they should have the right to say if they want an arcade game. The 1st Deputy asked if she could also send out a general email to all members as everyone doesn't attend the General meeting. It is agreed that the proposal for the arcade game will be presented to all the membership via email and also brought up at the next General Meeting for discussion.

Secretary Blackwell will need to make reservations soon for the BOD Holiday dinner.
The President recommended a restaurant called RED on the west side of New York Ave. in Huntington. It is a few doors north of High Street. You can all look them up on the internet and check the menu and we can discuss it at the next BOD meeting.

Mary Jane Woznick mentioned the possibility of extending the band by one hour to 2300hrs on December 16 at our Holiday party. That would also constitute extending the drinking for one more hour as well. **The President commented** that the Chief **and President** can determine **if this appropriate at the time** and pay for the extra hour from our monthly allowances **as long as the Board concurs at this time**. We may also decide to use the extra funds to arrange to have people driven home if it proves unwise for them to drive themselves. **The consensus of the Board was that this would be acceptable.**

Chief's Report – *Roger Winter*

Status of Operations:

⇒ Mike Bolz has put together a document of exceptions to the Suffolk Remsco dispatch protocols and will distribute to the board for your review.

⇒ 5 – 24's this past month, several issues prompted the lack of response.

⇒ EMT Responder Pilot Program has been completed. Thank you for adopting this program it is now the officer's time to step up and implement the program. The second meeting in November I will update you on the progress.

⇒ A baby girl 0932 , 10/11/06, Ambulance Crew consisting of Ferd Newmann, Kathy Gearey, Jerry Giacomini, Oscar Gomez, Kevin McCann, Dispatchers Lorrie Stone, Dispatch Trainer Kurt Vetter. The crew was assisted by Suffolk County Police officer Damian Torres, and Jill Liebowitz.

⇒ Long Island Fall Festival – 21 minor injuries treated at the ambulance or station, 3 calls that required transport, HCFAS handled and Melville FD, 2-5-25, handled. Greenlawn Fire Depart assisted 10/7/06. The report to the Chamber is not finished as of yet.

Equipment:

⇒ 2-15-19 – Compartment door handle

⇒ 2-15-20 – Transmission – out of warrantee, no extended warrantee.

⇒ 2-15-80 –Door Handle.

⇒ 2-15-81 – Door Handle

Building:

- ⇒ The Fence repair is in progress – given to the 3rd deputy, a temporary fix is in place.
- ⇒ Traditional Air must replace compressor on roof, 5 days to deliver one day to replace, a crane is necessary.
- ⇒ Deck and Patio renewal
- ⇒ Garage Doors will be winterized aligned weather-stripping put in place.

Secretary's Report – *Christine Blackwell*

LOA Requests

Motion by R. Winter, seconded by R. Franz, to grant an OpLOA to James Lupo #595 effective 10/8/06 – 1/8/07.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to grant a MLOA to Audra DesJardins #1031 effective 10/10/06 – 1/10/07.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to grant an OpLOA to Betsy Smith #929 effective 10/24/06 – 1/24/07.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to grant an Ext. MLOA to Ann Donegan #692 effective 10/14/06 – 1/14/07.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to grant an OpLOA to Jean Wilkens #1101 effective 9/28/06 – 12/28/06.
Motion carried Unanimous

New Member

Motion by M. Barker, seconded by R. Franz, to accept Donna Gurtowski #1168 as a probationary member on the Saturday, 1500 hrs shift.
Motion carried Unanimous

Probation Ending

Motion by R. Winter, seconded by R. Franz to grant active membership in HCFAS to Bazeel Walters #1137 effective 10/20/06 in accordance with the By-Laws Article III, Section 2.
Motion carried Unanimous.

Motion by R. Winter, seconded by R. Franz, to grant active membership in HCFAS to Joanne Cunningham #1139 effective 10/13/06 in accordance with the By-Laws Article III, Section 2.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to grant active membership in HCFAS to Linda Guadagnin #1148 effective 10/20/06 in accordance with the By-Laws Article III, Section 2.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to grant active membership in HCFAS to Pamela Brenner #1157 effective 10/15/06 in accordance with the By-Laws Article III, Section 2.
Motion carried Unanimous

Bob Franz asked the current status of Fritz Barreau #1025. Fritz is riding and doing well on the ambulance. His ability to translate has come in very handy on several calls. He does a good job and is well liked, however, he has never passed the Dispatcher test so his four month probationary period has never begun and he has not been recognized as a full member with voting rights. Efforts are being made to assist him to pass the test and gain full active membership.

Bob Franz asked about Bruce Hafner and other ALS providers we have as members who are not riding as ALS providers. The Chief states efforts are being made to move these people toward using their skills with confidence.

President Conover asked that since the hour was so late, 2330 hrs, that the Directors provide their written reports to the assistant secretary for inclusion into the minutes, but that a motion be made to close the meeting.

Motion by M. Barker, seconded by M. Capppola, to adjourn the meeting at 2339 hrs.
Motion carried Unanimous

Director – *Mark Cappola*

The motions authorizing Post 215 to continue, and the approval of Brian Canty as the primary adult advisor with six assistant adult advisors was the focus of his report for this meeting.

Director – *Mike Milo*

Director Milo was out ill this meeting.

Director – *Carl Schramm*

There was nothing new to report on the Building Improvement Committee

Director – *Christine Blackwell*

Director Blackwell was out ill this meeting.

Director – *Mike Barker*

1. The **Membership Committee** now has fourteen prospects on the spreadsheet with the addition of six from fall EMT and RTE classes. Sally visited John Palmieri's EMT class the other evening and recruited one more Eaton's Neck member.
2. The **Recruitment Committee** held the second Recruitment Sunday on 15 October. Unfortunately, only two candidates appeared. Both were excellent, but we had expected greater attendance after all Andrea's efforts with the Town and Carmen's presentations at the churches. The Committee will meet on 25 October to discuss ways of increasing attendance in November, and finalizing a proposal for ***HCFAS Recruiter*** T-shirts.

A permanent Recruitment Committee chairperson is still being sought.

Director – *Robert Franz*

NYSVA&RA District 7 Meeting – October 17, 2006 at Deer Park Fire Dept. Training Center

Prior to the meeting Andrea Golinsky and I dropped by SC EMS to say good bye to Dr. Alicandro. Reports and discussions at the meeting were primarily the SEMSCO September meeting, Suffolk REMSCO Crew Confirmation Protocol Waiver Request (two requests from agencies in the 2nd Division were received), summary findings of REMAC stroke patient / stroke center review, legislative matters, the NYS DMV LENS program and upcoming Association meeting items. The next meeting will be on November 21, 2006 at Brentwood Legion Ambulance.

SC FRES Recruitment Committee – October 18, 2006 at FRES Yaphank

Andrea Golinsky and I attended this meeting. There are 21 participants in the SERVES scholarship tuition assistance program at SCCC. FRES has applied for a $ 2.3 million dollar SAFER grant for firefighter recruitment and retention. If grant funding is received, FRES will request in their budget approximately $ 75,000 for EMS recruitment & retention. The 2006 SC budget line item advertising for recruitment is $ 5,000 and will be used to reprint the SC recruitment brochures (fire/rescue and ems). A request will be made to the SC DPW to move the SC recruitment signs to new locations.

SCACA Meeting – October 19, 2006 at Southampton VAC

Dr. Alicandro resignation is effective October 20, 2006. Two applications were received Dr. John Walsh from LI (part time interest) and Dr. Michael Dusqueneau (sic) from Florida (full time). The FRES Commission EMS committee will interview these applicants prior to the October 24th FRES Commission meeting. Dr. Graham is the interim SC Health Commissioner. REMAC has a committee in place that will review your equipment requests, such as CPR assisted devices, and make a recommendation to REMAC for approval or disapproval. Level II

Paramedic status is still a work in progress. The 12 lead testing at Medical Control is still in progress. The SC EMS website has all the regular and CME classes listed and forms necessary for registration. The longevity awards cut off is Friday October 20, 2006. Agencies should contact their 12 lead and AED vendors regarding changeover on 1/1/07. 800 MHz radios will probably be reprogrammed in early 2007 re: reband agreement with Nextel. FRES has not received many requests as per their 9/15 letter to give support for implementation of REMSCO protocol. It was reported that the 10 VAS in Brookhaven have had their requested 2007 budgets decreased by 15 to 32 %. Southampton purchased a 2006 Ford 450 Super Duty ambulance from Cromwell Vehicles in July and Drew, Andrea and I were impressed with the interior room of the box (center mount pram). SCACA next meeting is November 15, 2006 at Riverhead VAS.

LOSAP

Participants' 12/31/05 statements were received from Penflex and will be distributed in a sealed envelope via members' mail folders or mailed to the member within the next two weeks. The TOH has been billed a contribution of approximately $ 250,000 for 2005. Twenty (20) members are currently receiving LOSAP benefits. There are 188 active participants in the program, plus 18 participants from vested terminations. Non vested terminations are 11 participants.

Other matters:

NYS DMV LENS – I am in process of obtaining data and the application form to participate in this program. The application must be notarized and requires an E-mail address for information to be transmitted. A password # will be assigned as well as a user #. As a result of legislation being passed, this program is free and should facilitate obtaining information on our drivers. The application and information will be given to the 1st deputy chief and chief shortly.

Pursuant to subpoenas, the deposition of two members as witnesses regarding a call which was scheduled for 10/19 was cancelled today and rescheduled for another date (probably 10/27). They will be represented by Larry Kelly of Glynn Mercep and Purcell.

Respectfully submitted:

Christine Blackwell,
Secretary

Annette Hershkowtiz
Assistant to the Secretary.

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
DECEMBER 21, 2006
DRAFT 2

Present: R. Conover, M. Brenner, C. Schramm, M. Cappola, R. Franz, M. Milo,
L. Laas, D. Mohr, Chief M. Conover,
A . Hershkowitz #82, Assistant to the Secretary
Absent: C. Blackwell,
Guests: M. Barker, R. Winter, E. Burns, M. Bolz, A.Golinsky.

The meeting of the 2007 Board of Directors was called to order at 1934 hours. There was a quorum.

Each member of the 2007 Board of Directors was asked to state which post she or he would prefer to fill.
Reeve Conover stated President, Martha Brenner stated Vice President, Carl Schramm made no choice, M. Cappola stated Director, R. Franz stated President or Vice President, M. Milo stated Treasurer, Lehti Laas stated Director, David Mohr stated Director.

Nominations for President

David Mohr nominated Reeve Conover for President
Mike Milo nominated Robert Franz for President
Lehti Laas nominated Martha Brenner for President. Martha declined the nomination.

Blank ballots were distributed to each member.
In the absence of Secretary Blackwell, Annette Hershkowitz was asked to count the ballots.

Reeve Conover received 6 votes.
Robert Franz received 3 votes.

Nominations for Vice President

Dave Mohr nominated Martha Brenner for Vice President
Mike Milo nominated Robert Franz for Vice President

Blank ballots were distributed and counted by A. Hershkowitz.

Martha Brenner received 6 votes.
Robert Franz received 3 votes.

Nominations for Treasurer

Robert Franz nominated Mike Milo

As there were no further nominations, Robert Franz suggested the Secretary cast one vote. In the absence of Secretary Blackwell, Vice President Martha Brenner cast one yes vote for Mike Milo as Treasurer.

Nominations for Secretary

Mark Cappola nominated David Mohr as Secretary.
Mike Milo nominated Mark Cappola. Mark declined the nomination.

As there were no further nominations for Secretary, Vice President Brenner cast one yes vote for David Mohr for Secretary.

Congratulations to the winners.

Lehti Laas raised the question of a conflict of interest if the President and the Chief are husband and wife. If a member has a conflict with the Chief, how can that person then feel comfortable to take the grievance to the President, her husband? Lehti recommended the implementation of a standing Grievance Committee.

Chief Conover suggested that such a statement constituted sour grapes. The members voted for the people on the Board and the Board voted for the individual officers. In any event, the President does not have a vote.

Bob Franz noted that the President does have a vote in the event of a tie vote on the Board.

Dave Mohr stated the President can abstain.

Reeve stated there was no precedence for a Grievance Committee.

Martha stated there had been a Grievance Committee in the past, but it disappeared for lack of use. However, she does agree that having a neutral party to represent a member is good policy. Some members may be more intimidated to move ahead on their own with a problem.

Reeve concurred, but any member should feel free to come to any member of the BOD with a problem.

Martha noted that sometimes the Grievance Committee can negotiate an agreement that would not require BOD intervention and possibly stop action like a suspension. The President appoints people to the Grievance Committee, but to implement such a committee after a conflict occurs could result in the appointment of someone not neutral.

Bob reminded the BOD that he had asked for a Grievance Committee where he could have filed a complaint about being suspended but the President had refused him that right.

Dave Mohr reviewed the current By-Laws. It was agreed that a Grievance Committee should be formed and Jim Barkocy will be approached to chair it.

Motion by Bob Franz, seconded by D. Mohr, to adjourn the 2007 Board of Directors meeting at 1753 hours.

Motion carried **Unanimous**

Respectfully submitted:

Christine Blackwell,	Annette Hershkowitz	
Secretary	Assistant to the Secretary	Approved__________

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTOR'S MEETING
JANUARY 19, 2006

Board Members Present: R. Conover, Martha Brenner, C. Blackwell, C. Schramm
R. Winter, B. Franz, M. Barker, M. Milo, M. Cappola

Guests: S. Signorelli, N. Signorelli, M. Bolz, D. Silverman, M. Conover

Meeting called to order at 7:31PM

Minutes

Motion by C. Blackwell, seconded by M. Cappola to accept the minutes of 1-5-06 meeting of the BOD as amended.

Proposals

Motion by M. Cappola, seconded by C. Blackwell to authorize and approve the President to sign renewals of our engagement letter agreements with HBM & Company LLP for accounting and auditing services and preparation of the Federal return of organizations exempt from income tax calendar year 2005 at a cost not to exceed $12,500.00. HCAD funds
Y- MB MC CS WMB RW CB MM A-BF Motion carried

Motion by Martha Brenner, seconded by R. Winter to untable Glynn & Mercep motion from 1-5-06.
Motion carried Unanimous

Motion by Martha Brenner, seconded by R. Winter to authorize and approve President Reeve Conover to accept Glynn & Mercep's November 19, 2005 renewal retainer engagement letter for calendar year 2006 retainer engagement in the amount of $5,000.00 for 30 hours of time. The hourly billings of $225.00 per partner hour will be in effect after the initial retainer of $5,000.00 or 30 partner hours are exceeded. HCFAS funds
Motion carried Unanimous

Motion by B. Franz, seconded by R. Winter to authorize and approve the automatic renewal of the Traditional Air Conditioning Systems & Service (Traditional) agreement for annual air conditioning and heating maintenance for the period 1-1-06 to 12-31-06 (renewable annually each January 1st and/or cancelled in writing by either party at any time) at an annual cost of $3,275.00 which is the same price since 2002. Agreement does not include filters which are billed separately. A certificate of insurance with HCFAS

named an additional insured and a certificate of workers compensation coverage for Irwin Construction and was approved by the Squad's construction manager H2M.
Motion carried **Unanimous**

Motion by B. Franz, seconded by R. Winter to authorize and approve the recommendation of Chief Winter to pay $100.00 for the 2006 Suffolk County Ambulance Chiefs Association (SCACA) membership dues. Drew Silverman or another appointee approved by the Chief and President will be the Squad's delegate and be responsible to distribute SCACA minutes to the Board of Directors and Operational Officers and post a copy on the bulletin board in a timely manner and make a report at the monthly general membership meeting.
Motion carried **Unanimous**

Motion by R. Winter, seconded by B. Franz to authorize and approve the recommendation of Chief Winter to make a 2006 voluntary contribution of $1,000.00 to the Suffolk County Ambulance Chiefs Association in connection with their solicitation for funds to cover their program expenses. HCFAS funds
Motion carried **Unanimous**

Drew Silverman introduced Doug Nopper from NORCOM who made a power point presentation on Wide Area UHF Communications System. His presentation included what kind of system will be appropriate for our needs as well as recommendations as to where to place the transmitter & receiver. A few of the sites that were suggested were: Skyline Drive Water Tank (which is Doug's recommendation), Jane's Hill Water Tank, Larkin Street Water Tank, Dix Hills Water District, Findley Middle School and RC Seminary. Drew asked how this is all connected. Doug replied through the telephone lines. Drew then stated that in the past we have had interference with WGSM radio station. The President asked what the approximate cost would be. Doug said approx $180,000.00, but this does not include changing of portable radios in the rigs or radio in the building. Norcom to apply for a frequency and application. It takes approx 18 to 24 months. The cost for this is $3,000.00 which includes research, engineering, co-ordination and FCC application. Doug also mentioned that grants can be obtained to help fund a project like this. As a matter of fact this coming Wednesday at Huntington Fire Department at 1:00PM, Motorola will be hosting a seminar on recommendations for grant money. Drew Silverman and Mike Bolz to attend this seminar. The President and Board of Directors thanked Doug for his presentation.

Treasurer's Report- Carl Schramm

Motion by C. Schramm, seconded by B. Franz to authorize payment of bills:

12-31-05 to 12-31-05	45	transactions	HCAD	$78,653.96
	8	transactions	HCFAS	$8,507.51

Motion carried **Unanimous**

President's Report- Reeve Conover

Motion by R. Winter, seconded by B. Franz to hold an executive session at 9:15PM
Motion carried Unanimous

Meeting resumed at 9:42PM.

The immediately identified Goals and Initiatives for the first quarter of the year are:

1) Getting Red Alert up and running as soon as possible – Directors Milo and Cappola are actively working on this

2) Developing a comprehensive record-keeping plan

3) Finishing the work of the TWG's. Much of this has to Wait for #4 below.

4) Getting the ByLaws and SOP's current so everyone can Have a copy

I have attached a draft of a Board Liaison Job Description for everyone to review and comment on for the 2/2/06 Board Meeting.

We need to schedule a joint meeting with the Officers to review our initiatives and direction for 2006 and beyond. I would like to use the 2/2 meeting as a forum for future planning. To that end, I request each Board Member talk to their respective committee chairs about this and come prepared to discuss the future.

At Bobs request at the last meeting, I contacted Tim Glynn regarding "notification of member's family after injury" and our HIPAA policy. His comments and thoughts have been passed on to the 1st Deputy Chief for inclusion in the Sexual Harassment and Discrimination Policies, which are being worked on.

The Stones are coming in as dispatch only, there was some confusion about this at the last meeting.

Annette Hershkowitz has agreed to a three month trial as the assistant to the Board Secretary, beginning in February.

Due to the high number of recent injuries, the March Review Training will be on proper lifting and moving techniques.

After the last meeting I had a conversation with Audra Rumpelein regarding the upcoming open house recruitment event on January 29th .

The Website contract (Planet Net Media, Inc.) has come in, and sent to our attorney for review.

The President thanked the Board for a very smooth transition.

President Conover has made up a Job Description of the Board Liaison.

Job Description of Board Liaison

1) Work with your committee Chairpersons to ensure that they have an understanding of the job, a vision of what should be accomplished, and the resources they need to accomplish their goals.

2) Work with your committee Chairperson to ensure that they are training someone on the committee to step in, should they be unable to do the job either temporarily or permanently.

3) Make sure that the Chairperson keeps you informed enough, and keeps adequate records, so that you can step in an temporarily assume chairmanship if they are unable.

   If you do 2 well, you won't have to do # 3!

4) Keep the Board of Directors informed meeting-to-meeting as to the progress towards goals, issues and any other important issues related to your committees and coordinators.

5) Keep the President informed between meetings of any significant events.

Chief's Report- Roger Winter

We had 2 CPR saves again.

Membership is the key to our success.

The return of equipment seems to be an issue especially the duty uniform.

We received notification from the Hibernians regarding the St. Patrick's Day Parade. This year it will be on Sunday March 12, 2006 at 2:00PM. The motion for this will be read at the next BOD meeting.

The Chief would like the Secretary to notify members by letter when their probation ends.

Ambulances
2-15-21 is back, there was a problem with the floor which is covered by warranty.
2-15-18 never completed being refurbished by Shanker Neville.
2-15-19 has a drive shaft problem.
2-15-20 has a charging problem.

I would like to reestablish our relationship with Burns Ford. We need to have a mechanical vendor as backup where we can bring the rigs.

Building
There is a leak in the entry way in the foyer, only on wind driven rainy days.

The coatroom door is going to be repaired by Roy Rodriguez.

The Director's Room door does not close properly. It will be looked at.

SIMPLEX- inspection contract is up.

Nobile Elevator to extend contract to 12-31-06.

I also want to reestablish our relationship with Kevin Markham at Markham Collision next door.

Mark Marlow cabinet vendor is not in business anymore.

There will be an in house promotion group in the ready room, on the wall behind the dining table.

The locker issue in the bunk room will be handled by the Chief. He has the combinations for the lockers.

Our Police Officers would like to bring in 2 lockers. What we should do is just order 12 new lockers for the truckroom.

Secretary's Report- Chris Blackwell

Motion by C. Blackwell, seconded by M. Cappola to grant an Educational LOA to Kristin Murphy #1088 effective 1-25-06 to 6-5-06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by C. Schramm to grant an Educational LOA to Marc Kolpon #1059 effective 1-2-06 to 6-6-06.
Motion carried **Unanimous**

Motion by R. Winter, seconded by B. Franz to untable Elisabeth Siegel motion.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by C. Schramm to grant an Educational LOA to Elisabeth Siegel #1061 effective 1-15-06 to 6-10-06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by B. Franz to grant a Medical LOA to Roger Winter effective 12-29-05 to 3-31-06. Roger will continue Administrative duties.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by C. Schramm to accept the resignation of Michele Mignone #1070 as a member effective 1-8-06.
Motion carried **Unanimous**

Motion by C.Blackwell, seconded y B. Franz to accept the resignation of Mary Rech #990 as a member effective 1-19-06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by B. Franz to grant active membership to Adriana Dovi #1120 effective 12-30-05 in accordance with the By-Laws Article III, Section 2.
Motion carried **Unanimous**

Vice President's Report- Martha Brenner

Martha to look into additional vendors for attorney issues.

I am working with Jim Barkocy updating By-Laws, SOP's and PPP.

The Records Management issue to be discussed with Brian Canty who has information on how long to keep paperwork.

Camp sponsorship- no funds have come as yet from members.

Director's Report - Carl Schramm

House-
I would like to know who makes out the purchase orders for the Piping Rock Water Cooler. The President offered to do the paperwork, then the Chief said he would fill out the paperwork for this month, but it is the responsibility of the 3rd Deputy Chief Bob Loysch.

A suggestion was made to put mailboxes up stairs in the executive suite. Secretary suggested instead of using mailboxes why not put up a clear plastic mail folder outside each door of the offices.

H2M update on washbay in truckroom- washbay sample info submitted to Andy Ball. Carl to meet with Andy within the week for recommendations.

Blue glass replacement proposal from Glass Alert has been sent to H2M for review.

I will be re issuing voided check for voting machine, from HCAD to HCFAS.

Director - Chris Blackwell

Social Committee
Chris distributed a post adult holiday party dinner report for the BOD to review.

Director - Mike Barker

The BOD reviewed the Performance Data Report.
SC FRES Report Times to begin at the end of the month, given by MEDCOM.

Membership and Recruitment update- There will be a Recruitment Open House on January 29. The BOD reviewed the status sheet for membership. I will be making up a retention report for the next meeting. 28 letters have been sent out by Sally Staszak to interested people.

Director - Mike Milo

Red Alert System
I had a phone conference call with Pete Hotchkiss of Alpine Software on 1-11-06. He connected into Red Alert System while on call and he reviewed general system requirement.

Pete advised he has no open action items for our account. Reviewed various questions with Roger Winter, Mark Cappola and Reeve Conover.

Had Pete "turn on" the Custom Report Writer module, which was part of quote.

Discussed topics regarding CAD systems, ID systems.

Pete advised "included 6 month" support started at time of installation 7-9-04. However he is not planning, for now, on charging for small, quick changes- per case basis.

Had meeting with Andy Ball 1-16-06 and reviewed open issues for LOSAP system on Red Alert. Compiled list of issues which I will review with Alpine Software.

Last night I had a meeting with Chris Winter and Mary Conover to discuss and review open issues list that Chris sent out last year.

Still need to have meeting with Fund Drive to assess list of open issues.

Website
Received copy of contract. Attorney will review and comment no later than Sunday 1-22-06. Still need to have meeting with Website Committee.

Other items
Review label maker for President and Chief. It arrived today. I will review purchase of additional printers for director's room, chief officer's room and replacement printer for Treasurer. Will take into consideration existing color printer in the copy machine room.

Director – Mark Cappola

I. TWG IMPLEMENTATION INITIATIVES

Several recommendations have been made by the TWG and they have been assigned to different committees for action or consideration as follows:

1. Administrative members to dispatch in an emergency – Bylaws Committee
   a) Red Alert training to be considered

2. Paid ALS – referred to BOD. Joanne Vogel to chair new subcommittee to review implementation.

3. Ambulance Radios – referred to Chief for Hunt. Chief's Council.

4. Committees
   a) all considered ad-hoc – referred to Bylaws
   b) removal of chair – referred to Bylaws
   c) term limits – referred to Bylaws

5. Improved Radio Communications – Chief Dispatcher work in progress.

6. Department Meetings
   a) food – under advisement
   b) set-up and clean-up – BOD/Ops. Consideration
   c) meetings run by Op. Officers – referred to Bylaws
   d) guest lecturers at meetings – referred to 2-15-32

7. Dispatch Office
   a) Red Alert – BOD action joint technology and special projects
   b) Reconfigure Consoles – Comm. Committee and Chief Disp.
   c) Small TV for info/message board – Technology Comm.

8. E-Mail – Referred to Computer Committee

9. Refit GPS/CAD on Rigs – being considered by BOD (refer to Tech. Comm and Chief Dispatcher.

10. Green light on Roof – Building Improvement Committee

11. Meeting Minutes on Web – Secretary and Web Committee

12. Navig. System on new vehicles – New Vehicle Committee

13. New Member Processing – Membership Committee

14. Ready Room Speaker Repair – Communications Committee

15. Reports on Non-HCFAS Meetings – President, Pulse Editor, Chief

16. Security – Computer, Technology and Officers.

17. Minimum personnel for Calls (no CL) – to be considered by Operational Officers

18. Swing shifts – Officers and Day Capts.

19. Training a) mandatory in-house training sessions – Bylaws
    b) On-line review training – LOSAP and Tech. Committees
    c) outside CME Sources – Bylaws

20. Website Development – Technology Committee

II. Explorer Post 215

Working with Brian Canty to help him find more members to assist with the running of Post 215. Several members have been suggested and Brian is continuing to interview them. He will report back to me.

III. Stand-by Committee

Sadly, I am no longer able to claim to be the "Don't be Shy – Do a Standby" Guy. However, I am pleased to report that member Alyssa Axelrod has agreed to chair that committee. She has already begun her tasks and I know she will do very well as the "New Standby Guy".

IV. Uniform Committee

I have engaged in separate conversations with Brian Canty, Jerry Giaccomini, and Andrea Galinsky regarding this matter. Crux of the problem is inventory control and this seems to stem from too many people with access. Consider limiting access to Day Capts. and Brian, Andrea and Jerry as "Quartermasters". Subject can be discussed at joint Admin./Ops. Meeting.

I spoke to Joanne Vogel. A general E-mail requesting members to serve on sub committees to be sent out.

I received a call from the director of St. Hugh's regarding Confirmation requesting that a Post 215 member speak to them regarding community service.

There was a question regarding the $10 meal allowance connected with stand-bys. The Chief said that $10 is allowed for every 4 hour stand-by shift.

There will be a joint BOD/Operational Officers meeting on Wednesday Feb 7th at 7:30PM sharp in the main meeting room.

Director – Robert Franz

Suffolk REMSCO Meeting 01/10/06
The November 1, 2005 Suffolk REMSCO meeting minutes were distributed to the President, the Chief, the 2nd DC and a copy posted on the bulletin board. I attended the Suffolk REMSCO meeting on Tuesday, January 10, 2006 in Hauppauge and the meeting agenda, the 1/9/06 SC EMS Division Staff Report to REMSCO, the 11/3/05 Disaster Planning & Coordinating Committee meeting summary, the 12/14/05 NYS EMS Council Delegates Report and other handouts were distributed to the President, the Chief the 2nd DC and a copy posted on the bulletin board. Suffolk County: The Bloodborne Pathogens Train the Trainer all day presentation on 2/12/06 is being sponsored by Suffolk REMSCO at a cost of $ 5,000. The instructor, Katherine West, taught the New Orleans EMS Expo pre conference course attended by two of our members. The new CPR adjunct "ResQPod" presentation (Resuscitation Excellence) plans are continuing and hopefully will be funded by a grant from the SC Legislature. Names of CME program participants are posted on the Suffolk REMSCO website. The creation of an RFP for an electronic PCR program is continuing and near completion. The 2006 to 2008 ALS/AED contract is in process and will incorporate some of the changes suggested by Glynn & Mercep and other attorneys. SC EMS staff is still working with Medical Control staff and Medtronic tech support to install 12 lead EKG receiving station at SC Medical Control. SC EMS, nursing facility administrators, NYSDOH and the Regional Resource Center to work on refining plans for nursing facility evacuation. NYS: The SEMAC TAG appointed to revise the Statewide ALS Protocols and Protocol Template, is progressing with their charge. Work on the revisions to the NYS QI Manual and Educational Presentation continues, and we expect the first draft to be completed in January. In light of ambulance crashes, University Hospital and SEMAC will review "Well-being of an EMT" chapters and make recommendations for modification. Their focus will be on what should be done on the scene prior to departing to the hospital and how best to address the needs of EMTs and patients alike. The PIER committee is developing a play, suitable for 5-7 year old children to teach them about EMS issues.
REMSCO's 2006 meeting schedule in Hauppauge (unless notified otherwise) is 3/14, 5/9, 7/11 (tentative in Ocean Beach, FI) 9/12, 11/14. REMAC's 2006 meeting schedule in Yaphank is 1/23, 3/27, 5/22, 7/24, 9/25, 11/27.
Minutes of REMSCO's and REMAC's meetings and meeting dates are posted on the Suffolk REMSCO's website.

MEDCOM statistics:
MEDCOM statistics for December 2005 were distributed to President, Director Barker, Chief and Chief Dispatcher. Unofficially there has been an increase of approximately 12,000 EMS calls in Suffolk County or a 9% increase over 2004.

NYS Volunteer Ambulance and Rescue Association District 7:
Each District 7 VAS or FD member were mailed two packages of letters from Mike Wilhelm, NYSVA&RA Legislative Committee Chair whereby he is requesting that the letters be signed by your members and sent to your NYS Assembly member. The letters are requesting support of Assembly bill # 1959 which would reduce the annual fee of VAS license plates to $ 7.50; Assembly bill # 2714 which would allow VAS to perform DMV record checks at no charge; Assembly bill # 3422 which would require public utility companies to charge VFD and VAS the same rates and charges that are afforded to residential customers for the same level of services and Assembly bill # 3310 which would require the NYS Power Authority to provide less expensive energy to VAS.
Andrea Golinsky and I attended the January 17, 2006 District 7 meeting: Discussed above legislative letters, the REMSCO meeting and the Association recruitment booth at the Fire, EMS MEGA Show, Nassau Coliseum on January 28 and 29, 2006.
District 7 meeting schedule is the third Tuesday of every month at 8 PM at a location TBA. Next meeting is tentatively at Brentwood Legion VAS at 8PM.

Suffolk County Ambulance Chiefs Association
Andrea Golinsky and I attended the SCACA meeting on January 18, 2006. Bob Delagi and Myles Quinn were in attendance. The REMSCO and SEMSCO December 2005 and January 2006 meetings were discussed. A motion was approved for the Association to send a letter to the SC Legislature as to our disapproval for SC to trade in two MEDEVAC helicopters and purchase only one new MEDEVAC helicopter in 2006. This is contrary to the determination made in 2005. On 6/2/06 SC will hold a hurricane drill.
SCACA meetings are the third Wednesday of each month. Meetings scheduled are: 2/15 CI Hauppauge, 3/15 WWH, 4/19 Patchogue VAC; 5/17 CVAC; 6/21 HCFAS.

Motion by C. Blackwell, seconded by M. Cappola to hold an executive session at 11:17PM.
Motion carried Unanimous

Meeting resumed at 11:42PM

Motion by B. Franz, seconded by C. Schramm to adjourn this meeting at 11:42PM.
Motion carried Unanimous

Respectfully submitted,

Christine Blackwell
Secretary Approved 2-2-06

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
MARCH 16, 2006

Present: Martha Brenner, C. Blackwell, M. Barker, Mark Cappola, R. Franz, M. Milo, R. Winter.
Asst. to the Sec.: A. Hershkowitz.

Absent: R. Conover, C. Schramm.

Guests: Mary Brenner, E. Burns, M. Cornelius, A. Golinsky, P. Nakelski, S. Staszak.

The meeting was called to order at 7:35PM

Minutes:

Motion by C. Blackwell, seconded by R. Franz, to accept the minutes of March 2, 2005 as amended.
Motion Carried **Yes 6 –** MB, CB, WMB, MC, RF, RW, **Abstain 1** MM.

The minutes from the Joint Board and Officers meeting on February 7, 2006 will be reviewed at the next Board meeting. Please bring copies of the minutes with you.

Proposals:

Motion by C. Blackwell, seconded by R. Franz, to approve the SOP Protocol change to the Children's Holiday Party, Article IX, Section A4, as amended, published in the PULSE and read at the General Membership meeting March 13. 2006.
Discussion followed.
Motion by C. Blackwell to withdraw the motion. Motion by R. Franz to withdraw the motion.

Previously Tabled Motion left tabled for SOP amendment.

Motion by C. Blackwell, seconded by R. Franz to authorize and approve HCFAS Fund Drive Committee's 2006 fund drive mailing prototypes and their 2006 budget of $25,000.00. Further to authorize the Fund Drive Committee Chairperson and Board Liaison to approve all mailing material proofs and to execute a purchase order(s) with Imagemakers for the three 2006 mailings on or about March, May and November, in accordance with the proposal dated March 2006. HCAD Funds.
Motion Carried **Yes 6** MB, CB**,** WMB, MC**,** RF, MM **No 1** RW.

Motion by B. Franz, seconded, by C. Blackwell, to accept the recommendation of Andrea Golinsky, the Squad's primary delegate to NYSVA&RA District 7, and authorize and approve Andrea Golinsky and other interested squad members to attend a NYSVA&RA Legislative Day on Monday April 24, 2006 or other scheduled date at the Legislative Office Building in Albany, NY. Further to approve the use of a Squad vehicle (with more than one driver) at the discretion

of the Chief and /or mileage reimbursement for approved personal vehicles at the discretion of the Chief, tolls and parking, reimbursement for hotel accommodations on Sunday, April 23rd at an amount not to exceed a base room rate of $ 90.00 per member (lower rate currently being explored at motel used by NYSVA&RA) and the reimbursement of appropriate meals on April 23rd and 24th at a cost not to exceed $ 65.00 per day per person (breakfast, lunch, dinner). The Chief and Andrea will determine the number of members who will attend this event. The NYS exempt organization sales tax certificate must be obtained from the Treasurer and used where applicable. Each attendee must submit an accounting of their expenditures for this event including all original receipts within 10 days of this event and the Treasurer will provide the BOD an accounting of this event at the next Board meeting immediately following the request for reimbursement for the event. Further Andrea is authorized to extend an invitation to other District 7 or 4 delegates, officers or members and other VAS or FD members to ride in an authorized Squad or personal vehicle to attend this event providing there is adequate room to accommodate them. HCAD funds.
Motion Carried Unanimous

Motion by R. Franz, seconded by Mark Cappola, to accept the recommendation of Andrea Golinsky, the Squad's primary delegate to NYSVA&RA District 7, and authorize and approve Andrea Golinsky and other interested squad members to attend the NYS EMS Memorial Ceremony in Albany, New York on Wednesday May 17, 2006 at 11AM. Further, to authorize and approve: a) the use of a Squad vehicle(s) (with more than one driver) at the discretion of the Chief and / or mileage reimbursement for approved personal vehicles at the discretion of the Chief (car pooling should be utilized) and tolls and parking; b) the reimbursement of hotel accommodations on Tuesday May 16th at an amount not to exceed a base room rate of $100.00 per member (lower rate currently being explored at motel used by NYSVA&RA) and the reimbursement of appropriate meals on May 16th and 17th at a cost not to exceed $ 65.00 per day per person (breakfast, lunch, dinner). A sign up sheet will be posted by Andrea to determine the number of members wishing to attend. The Chief and Andrea will determine the number of members who will attend this memorial ceremony. The NYS exempt organization sales tax certificate must be obtained from Treasurer and used where applicable. Each attendee must submit an accounting of their expenditures for this event including all original receipts within 10 days of this event and the Treasurer will provide the BOD an accounting of this event at the next Board meeting immediately following the request for reimbursement for the event. Further Andrea is authorized to extend an invitation to other District 7 or 4 delegates, officers or members and other VAS or FD members to ride in an authorized Squad or personal vehicle to attend this memorial ceremony providing there is adequate room to accommodate them. HCAD funds.
Motion Carried Unanimous

Motion by R. Franz, seconded by C. Blackwell to authorize and approve Secretary Blackwell to execute a proxy vote for election of five Fire Districts of New York Mutual Insurance Co. Inc. (FDNYMI) Directors and authorization to vote upon such other business as may come before the meeting or any adjournments thereof in connection with the April 22, 2006 annual policyholders' meeting. FDNYMI is HCFAS VAWBL insurance carrier. Further to authorize and approve Director Franz to attend the annual meeting in East Elmhurst, NY at his discretion and in lieu of

the proxy, to vote upon any other business as may come before the meeting or any adjournments thereof.
Motion Carried Unanimous

Motion by R. Franz, seconded by C. Blackwell to accept the recommendation of the Social Co-Chairperson and Event Coordinator and authorize and approve the Social Committee to have the Children's Easter Egg Hunt and Party on Saturday April 15, 2006 from 12 noon until 3:00PM. The hunt will be at Jefferson School on Oakwood Road and Pulaski Road (or other suitable location if not available) from 12 noon to 12:45PM. The party will follow at HCFAS from 1:00PM until 3:00PM, in the General Meeting room. Further, to authorize an amount not to exceed $1,200.00 for refreshments, paper goods, favors, prizes, photography expenses, table decorations (only table decorations are permitted) etc. Also, to authorize the issuance of any required certificate of insurance in connection with the hunt. The Social Committee Co-Chairperson will be responsible for the event.

The authorized attendees will be in accordance with the SOP Article IX Section A5 and will be posted as part of the sign up sheet. The Social Committee Co-Chairperson, with the approval of the Board Liaison will have the authority to approve requests by other interested parties to attend the event providing a fee of $15.00 per attendee is paid in advance. The Social Committee Co-Chairperson may request an advance from the Treasurer that will be accounted for in accordance with the PPP. No other funds will be provided without the express pre-approval of the Board of Directors. The Social Committee co-chairperson will submit to the Treasurer an accounting of the expenditures for this event including all original receipts within 10 days of the event and the Treasurer will give the BOD an accounting for this event at the next Board meeting immediately following the request for reimbursement for the event. HCFAS Funds.
Motion Carried Unanimous

Motion by R.Winter, seconded by R. Franz, to accept the recommendation of the Chief Advisor of Explorers Post 215, Brian Canty, and appoint the appointment of required 2/3 vote, Christopher Winter, and Carmen Schlieben as associate advisors according to Post 215 SOP Article III, Section I.
Motion Carried Unanimous

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of the Chief to exercise our option to renew the annual service and maintenance contract with Mayday Communications Inc. 19 Gazza Blvd. Farmingdale, NY 11735 for annual maintenance service from 4/15/06 to 4/14/07 of the 8 channel audiolog digital voice recording system, including parts, labor, anti virus software and software upgrades, at a annual cost of $ 1,500.00. A certificate of insurance with HCFAS named as additional insured and a certificate indicating workers compensation coverage will be requested from the vendor.

Motion Carried Unanimous.

Treasurer's Report: *Carl Schramm*

Motion by R. Franz, seconded by C. Blackwell, to authorize the payment of bills.

March 2, to March 16, 2006 36 transactions $58, 994.98 HCAD funds
Motion Carried Unanimous

A separate request from the Benevolent Committee was presented to the Board of Directors and discussed. Additional information will be provided to the BOD.

We are waiting to see the accounting for the Adult Holiday Party and the Children's Holiday Party. This was requested at the last BOD meeting.

Are there any members who did not pay their dues for 2006? Since the letters were sent to the last holdouts, the problem has been in the hands of the Treasurer and the Vice President has no knowledge. If anyone did fail to pay, they should be removed from membership by the BOD.

President: *Reeve Conover*

I am monitoring my EMT class's exam tonight as per my contract, and will not be able to attend or participate in the Board meeting in any substantial way.

The Communications Committee reports that they are not ready to report on final recommendations regarding NorCom Communications proposal. They are researching alternate vendors at my behest, as we will need them at least for bidding purposes.

Please hold on discussing the proposed Standard Motions sheet to the next meeting so that I can attend the conversation.

We need to determine the format of a treasurer's report for the GM meetings.

The signed contracts from the Town of Huntington have been returned to us.

The Benevolent Committee has accepted a request form a member for assistance, recommended to me, and I have concurred; Jim Barkocy will handle the distribution of funds.

Chief: *Roger Winter*

Status of Operations:

- As of the last meeting had to give one 24's out.
- Kathy Geary is back in the hospital, room 218. She welcomes visitors.
- Mary Ann Johnson has been in Hillaire Nursing Home for several weeks.
- The parade Sunday went off just fine. Thanks go out to Mary Jane Woznick and Brian Canty and the committee for a great meal. We were criticized for not having a band.
- The CME recertification has been sent out.(3yr CME program) to Suffolk County.
- The certification for the bike patrol is in progress – Brian Sherwood was looking it over on Monday 3/13/06, and was going to send it upstate.

- TOH Fire chief's Council Meeting 3/27/06 – Monday and the Social Committee will be serving a meal. We will get a dues notice from the Chief's Council. The Monday crew is welcome to dinner.

Equipment:

- 2-15-21 the work has begun and is expected to be complete in, two weeks. Apparently the body work is complete and the repair of the floor has begun and will be completed next week. I will inspect the vehicle Friday, 3/17/06.
- 2-15-20 Driver Jim Barkocy struck the pylon protecting the building near north bay five, on Sunday, 3/12/06 before the parade. An emergency repair was done by Markham collision (125.00 Comp.), was given to the squad.
- We are looking into replacing the mirrors on 2-15-19 as the members do not like the split mirrors currently on the vehicle.
- The speakers in the meeting room have been repaired.
- We will have the Ferno stair chair in for a demonstration and a trial period starting on Tuesday evening 3/21/06, 7:00pm.
- I am refurbishing the badges for Life Members.

Building:

- Mouse – third deputy notified.
- What is the status of the wireless internet?
- The garage door north bay 3 has been repaired.
- The fan in the bathroom in the dispatch office is being repaired
- Lockers –have been installed and I received a note from the 202/202A cars thanking
- The keyed combination locks are in and I gave a notice to the members in the pulse if they would like a lock. Several locks have been issued to date.
- VSS installed the new cameras in the truck room. The new flat screen monitor is on order and will be installed as soon as he gets it. We should order two additional monitors to keep the look the same.

Projects:

- Emergency Medical Card – is complete and we will send it out to the printer.

Secretary: *Christine Blackwell*

New Member Acceptance:

Motion by C. Blackwell, seconded by R. Franz, to accept Caroline de Elia #1152 as a probationary member on Saturday, 1100 to 1500 hour shift.
Motion Carried Unanimous

Members Off Probation:

Motion by C. Blackwell, seconded by R. Franz, to grant active membership to Angelo Gesmundo, #1130, effective 03/09/06 in accordance with the By-Laws, Article III, Section 2.
Motion Carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant active membership to Harvey Lapidus, #1141, effective 03/09/06 in accordance with the By-Laws, Article III, Section 2.
Motion Carried Unanimous

Membership Dropped:

Motion by C. Blackwell, seconded by R. Franz, to drop from membership Jipson Kalil #1144 effective 03/09/06.
Motion Carried Unanimous

Returning to Duty:

Kathy Leonard #860 effective 03/01/06.
Janet Rubel #1054 effective 02/01/06.
Karen Martin #1118 effective 03/6/06

LOA Requests:

Motion by C. Blackwell, seconded by R. Franz, to grant an extended OpLOA to Gary Stein #1062 effective 03/14/06 to 06/14/06.
Motion Carried Unanimous
This is Gary's third consecutive OpLOA. His insurance will be dropped.

Motion by C. Blackwell, seconded by R. Franz, to grant an extended EdLOA to Mike Chiarelli, #1003 effective 03/07/06 to 09/07/06.
Motion Carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant OpLOA to Reina Gomez #1121 effective 03/04/06 to 06/04/06.
Motion Carried Unanimous

Vice President: *Martha Brenner*

The By-Laws / SOP Committee met last month. The next meeting is 03/27/06.

Director: *Mark Cappola*

Post 215

A motion has been submitted for the BOD to accept the recommendation of Chief Advisor Brian Canty and appoint Christopher Winter and Carmen Schlieben associate advisors to Explorer Post 215. As was report earlier, Nancy Courtemanche has also expressed interest and will be available following the conclusion of "Tax Season".

UNIFORM COMMITTEE

A new Duty Uniform Request form has been drafted as well as rules for obtaining duty uniforms. A FINAL DRAFT of the proposed changes in procuring duty uniforms and the new form is attached for your review. These will be distributed by the Uniform Committee to the Officers and then to the membership. My thanks go to Brian Canty, Gerry Giacomini, Andrea Golinski, and the Officers and Day Captains for all their help and input in this matter. A line should be added to specify if the pants are the EMT pants with multiple pockets. Also, the baseball cap is not listed on the form. The Officers are looking at bids now for reflective vests. The form can be modified as needed. When the new software for Red Alert is installed, at a discounted price, the uniform inventory can be kept on the computer.

PAID ALS COMMITTEE

2nd Deputy Chief and I will be sitting down to select a date to invite with the Chiefs of the other EMS agencies in the county that have paid ALS. The purpose of this meeting will be to gain insight into their experiences with paid ALS. Notices will also be going out to our members for committee work on bring Paid ALS to fruition at HCFAS.

Director: *Michael Barker*

Recruitment:

There are currently eight people on the pending membership list. There are two RTE classes running, one on Sunday afternoons, and another on Monday / Thursday evenings. Sally Staszak will be attending these classes over the next week to talk about joining the squad. One class has 12 and the other 8 possible members.

Audra Rumpelein sent us a memo stating she plans an open house on Saturday, May 20, 2006 from 12 to 4 pm. She wishes to purchase some new giveaways such as magnet ribbons, safety lanyards, food and supplies, and advertising. The schools will be notified and informed of that fingerprinting of children and the Ident-A-Kid Clinic. Long Island Blood Services will be on hand to take donations. Motions will be made to the BOD for these expenditures.

Director's Report: *Bob Franz*

Suffolk REMSCO Response Committee Meeting 03/10/06

I attended this meeting and was informed that there is still no decision from the NYSDOH Commissioner on the appeal of the Suffolk REMSCO Crew Confirmation and Dispatch Protocol. Suffolk REMSCO will be asked to write a letter requesting a timely decision (Suffolk REMSCO approved letter 01/14/06). The East End Ambulance Coalition has adopted their own mutual aid response plan effective March 1, 2006. Discussed the number of mutual aid requests meetings at Deer Park and West Islip FD. Discussion followed as to what the Response Committee wants to do in the future to improve SC ambulance response. Items discussed included: dedicated support system (improved communications, improved staffing etc.);

acceptable response protocol; ems agencies making a fully staffed ambulance available for 12 hours every other month for other parts of SC to answer calls (roving ambulance - maybe do a drill one weekend to see how this improves responses)
(if everyone participates, the question of billing for mutual aid calls may not be an issue).

Suffolk REMSCO Meeting 03/14/06
The January 8, 2006 Suffolk REMSCO meeting minutes were distributed to the President, the Chief, the 2nd DC and a copy posted on the bulletin board. I attended the Suffolk REMSCO meeting on Tuesday, March 14, 2006 in Hauppauge and the meeting agenda, the 3/13/06 SC EMS Division Staff Report to REMSCO, the 3/8/06 NYS EMS Council Delegates Report and other handouts were distributed to the President, the Chief, the 2nd DC and a copy posted on the bulletin board. Bob Delagi mentioned that Ed Wronski (NYSDOHEMS Bureau Director) spoke of a report issued by the NYS Association of Towns, which details their concerns about the eroding volunteer base and towns continued ability to oversee EMS services. It is clear in the report that volunteer EMS in NYS will not end, but rather, will need to be augmented by regionalization, partnerships, and modifying organizations structures. It was further noted that while recruitment and retention strategies that are in place do help, they will not solve the problems. Regions are encouraged in the strongest possible terms, to seek out ways to make the present system work. The SEMSCO approved a modification to the BLS Adult Cardiac Related Problem protocol regarding dispensing of aspirin at the CFR and EMT-B levels (protocol has to be revised prior to implementation). The SEMSCO approved acceptance of the AHA 2005 Guidelines for CPR & AED for the health care provider. The NYS DOH EMS Bureau and the SEMSCO Education and Training Committee will be addressing protocol changes, education changes and testing changes going forward (hopefully completed by the June testing cycle). It was noted that until those changes are released, current training and protocols are to be followed. The NYS DMV will be issuing notices to VAS and incorporated Fire Departments regarding erroneous vehicle registrations of official license plates. There is an Assembly bill # 08974 regarding the inclusion of volunteer ambulance services within the terms of fire departments etc. for purposes of outside services (mutual aid). Suffolk County: The Bloodborne Pathogen Train the trainer seminar is scheduled for April 1st. There is a new application form for the NYSDOH EMS Council Annual Awards and the deadline for us is June 15, 2006 (Copy distributed to Chief and is on Suffolk REMSCO website – a Sample application form will also be available). A regional transport plan for private ambulances and ambulettes is in process for disasters. In May 2006 there will be a Resuscitation Excellence and new CPR guidelines train the trainer seminars. The SC Burn Center sent out a notice regarding telephone notification procedure if you have a firefighter or vaw burn patient. Mike Rubin has made several 1-2 hour presentations at Medical Control regarding its operations & policies and will continue to accommodate future requests. Suffolk REMSCO approved the SC Mutual Aid Plan; the Fair Harbor application for ambulance service and Ocean Beach expansion of territory application. They also approved SC Legislator Jack Eddington (7th Legislative District - chairs the SC legislature public safety & public information committee) as a council member. Next meeting of Suffolk REMSCO will be at 7PM on May 9th at location TBA.

SCACA – Meeting 03/15/06

Andrea Golinsky and I attended this meeting. Generally, the Suffolk REMSCO meeting was discussed and the following other items. Legislative: Lobbyist Bill Schnell has NYS Assemblyman Robert Sweeney and Senators John Flanagan and Marcellino willing to sponsor the amendment to the LOSAP Defined Benefit Program to lower the entitlement age from 65 years. MEDCOM Myles Quinn cautioned against buying 800MHz radios on EBay since they may not have the proper circuitry. Friday June 2nd is the planned county wide hurricane drill. On May 31st and June 1st, the hurricane preparedness seminar will be given in Melville. A NYC EMT was arrested by the NYC PD for having a NYS emblem EMT badge with his EMT number on it. The badge was found in his briefcase as he was entering a Federal building. The EMT's attorney has written a letter to NYS DOH EMS Bureau Director Wronski for clarification of NYS DOH EMS Policy. The next meeting will be April 19th at Patchogue VAC.

NYSVA&RA – District 7

The next Board meetings are scheduled outside of Albany on Sunday April 23, 2006 (legislative day is Monday 4/24) and Saturday / Sunday June 24-25, 2006. The next meeting is March 21, 2006 at Wyandanch-Wheatley Heights VAC (WWHVAC); a CME non core presentation will start at 7PM with the District 7 meeting following the presentation.

Scholarships & Tuition Assistance Programs

I submitted a Pulse article on scholarships & tuition assistance programs but it was left out of the March Pulse but will be in the April Pulse.

Other matters:

Copies of the dispatch office console specifications were distributed to Chief Dispatcher Bolz and Director Mike Barker.

Motion by C. Blackwell, seconded by R. Winter to move to an Executive Session at 09:49.
Motion Carried Unanimous

The meeting was resumed at 10:02.

Motion by M. Cappola, seconded by R. Winter, to adjourn the meeting at 10:03.
Motion Carried Unanimous.

Respectfully submitted:

Christine Blackwell,
Secretary to the Board of Directors Approved 4-7-06

Annette Hershkowitz,
Assistant to the Secretary

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
JANUARY 5, 2006

Board Members Present: R. Conover, Martha Brenner, C. Blackwell, C. Schramm
B. Franz, M. Milo, M. Cappola

Board Members Absent: R. Winter, M. Barker

Guests: M. Conover, J. Vogel, E. Burns, M. Bolz, J. Brenner, S. Staszak, A. Golinsky

Meeting called to order at 7:36PM.

Minutes

Motion by C. Blackwell, seconded by B. Franz to accept the minutes of 12-15-05 (2006) meeting of the BOD as amended.
Motion carried Unanimous

Motion by C. Blackwell, seconded by B. Franz to accept the minutes of (2005) meeting of the BOD as amended.
Motion carried Unanimous

Carl Schramm arrived at 7:40PM.

Proposals

Motion by B. Franz, seconded by M. Cappola to authorize and approve the President, Vice President, Secretary or Treasurer to execute the attached required banking resolutions with HCFAS's designated banks (Bank of America, Astoria Federal Savings, and Bank of New York). The resolution shall specify that all withdrawals (payment orders, wire transfers etc.) and borrowing will require the authorized signatures of any two corporate officers listed above except that one authorized signature will only be required for transfers from one HCFAS bank account to another HCFAS bank account within the same bank. An addendum to require 2 signatures is required for the Bank of America.
Motion carried Unanimous

Motion by M. Milo, seconded by B. Franz to authorize and approve the President and the Chief to continue to each expend between Board meetings an amount not to exceed $250.00 for Squad related activities and expenses, which in their opinion promotes the prosperity , welfare and increases the usefulness of the Squad. The President and Chief will inform the Board of any expenditures at the next Board meeting following the expenditure and account for the expenditure in accordance with the PPP.
Motion carried Unanimous

Motion by B. Franz, seconded by C. Schramm to authorize the Chief to continue to approve and schedule Squad related EMS training courses held at the Squad. The Chief will also keep a log and schedule-type calendar indicating the type of the training or meeting, room location if other than the General Meeting Room, person in charge and date(s) and time(s). The Chief will advise the President of all dates and times.
Motion carried Unanimous

Motion by Martha Brenner, seconded by C. Schramm to authorize and approve the Chief to continue to schedule at various times during 2006 Squad work details and/or EMS training sessions including SC EMT courses and authorize the Chief a food and beverage expenditure not to exceed $150.00 for each event. The Chief will report scheduled work details or training sessions to the Board of Directors. Expenditures to be accounted for in accordance with the PPP and the Treasurer will provide the Board of Directors an accounting of the cost of each event at the Board meeting immediately following the event. HCAD Funds
Motion carried Unanimous

Motion by B. Franz, seconded by M. Cappola to authorize the Secretary to continue to conduct free raffles at the General Membership Meetings of various non cash holiday gifts and other gifts or vendor incentives that are received by the Squad and excess member inspection dinner or anniversary gifts or holiday gifts providing such items cannot be used by the Social Committee or other committees. This includes gift certificates but may exclude the receipt of occasional edible items (candy, cookies, fruit etc.) that may be consumed by the on duty crews. The President and the Chief will decide the disposition of any items that do not meet the above criteria. The Secretary will consult with the President as to raffle dates and items being raffled.
Motion carried Unanimous

Motion by M. Cappola, seconded by C. Blackwell to accept the recommendation of the Social Committee and authorize and approve the Social Committee Co-Chairpersons to continue to determine the dinner menu for each monthly General Membership meeting which honors a member(s) 20 years of service and each 5 year anniversary thereafter.
Motion carried Unanimous

Motion by B. Franz, seconded by C. Schramm to approve the payment of the discounted admission fee of $10.00 and parking fee for any active member or inactive life member attending the FIRE,RESCUE & EMS MEGA SHOW 2006 at the Nassau Coliseum on January 28th and/or January 29th , 2006 (Saturday and or Sunday) providing original receipts are provided to the Treasurer attached to a completed Purchase Order. Mileage will not be reimbursed. Members are encouraged to car pool. Discount tickets should be utilized or members must sign in at L.I. Productions booth (Information Booth) and Squad will be billed for your admission fee (information booth location: as you get off the escalator, turn right and the booth should be in front of you). The 2nd Deputy will be responsible to make a sign in sheet and billing arrangement with L.I. Productions and to post the Show's flyer on the bulletin board along with the reimbursement policy and procedure. HCAD Funds
Motion carried Unanimous

Motion by Martha Brenner, seconded by C. Schramm to authorize the Recruitment Committee to spend no more than $200 for refreshments (small sandwiches and salads) for attendees at the Recruitment Open House on Sunday January 29. HCAD funds.
Motion carried Unanimous

Motion by B. Franz, seconded by M. Cappola to authorize the Recruitment Committee (Andrea Golinsky) to spend no more than $1500 for three ¼ page advertisements in both the ***Long Islander*** and the ***Huntington News*** to publicize the Recruitment Open House on January 29, 2006 and RTE/CPR classes starting in February. Copy to be approved by the President or Board Liaison. HCAD funds.
Motion carried Unanimous

Motion by M. Cappola, seconded by C. Schramm to authorize the President to seek an assistant for the Secretary for Board of Directors meetings for the purpose of taking minutes at the meetings from amongst the available members of HCFAS.
Motion carried Unanimous

Motion by Martha Brenner, seconded by M. Cappola to authorize the President to engage Piping Rock Natural Spring Water as follows: 1 cooler with hot and cold water, at $7.95/month rental and $6.95 per 5 gallon bottle of water. There is no contract required, and we may cancel at any time. A $40 deposit for the first 4 bottles is authorized. The cooler will be placed near the crew lounge kitchen facility, location at the discretion of 2-15-33. HCAD Funds.
Y- Martha Brenner, CS, MC, MM, CB N- BF A-0 Motion carried

Motion by B. Franz, seconded by Martha Brenner to approve the request of Mary and Roger Winter to use the meeting room on January 22, 2006 from 1 to 4PM for a personal social event. All requirements have been met and are attached.
Motion carried Unanimous

Motion by Martha Brenner, seconded by B. Franz to approve the recommendation of the Website Chairperson (Megan Sarcona), Board Liaison (Mike Milo) and the President to contract with Planet Media for a total of $3500, plus $45 per month, to design, implement and host the HCFAS.org website. Initial payment of $1500 will cover the public portion of the website, and 2 subsequent payments of $1000, each during the working process. Target date of completion- Public side within 30 days of signing of the contract, and members side within 90 days of signing of the contract, pending review of the President and Squad Attorney. HCAD Funds
Motion carried Unanimous

Motion by B. Franz, seconded by C. Blackwell to accept the recommendation of Bob Franz, Insurance Committee Chairperson and authorize and approve a portfolio insurance policy endorsement increasing the fidelity bond from $2 million to $3 million to cover two Treasurer assistant positions at an approximate annual cost of $500. HCAD Funds
Motion carried Unanimous

Motion by B. Franz, seconded by C. Schramm to authorize and approve President Reeve Conover to accept Glynn & Mercep's November 19, 2005 renewal retainer engagement letter for

calendar year 2006 retainer engagement in the amount of $5000 for 30 hours of time. The hourly billings of $225 per partner hour will be in effect after the initial retainer of $5000 or 30 partner hours are exceeded.
Discussion followed

Motion by Martha Brenner, seconded by C. Schramm to table the above motion.
Motion carried **Unanimous**

Treasurer's Report- Carl Schramm

Motion by C. Schramm, seconded by Martha Brenner to authorize payment of bills:

1-5-06 to 12-31-05 41 transactions HCAD- $31,654.51 net of 2 voids $31, 654.51
8 transactions HCFAS-$4,096.75
36 transactions HCFAS Post 215- $1125
Motion carried **Unanimous**

President's Report- Reeve Conover

President Conover has requested for all Delegate reports to be submitted in writing one week prior to the General Membership Meeting, so they do not have to be read at the meeting. Copies should be submitted to the President, Vice President and Secretary.
Bob Franz disagrees, he feels that the membership should be made aware of the information.
Martha Brenner and Mark Cappola feel that the Delegate Reports should be in writing for members to pick up at the meetings. They can read the information themselves.
Carl Schramm feels reports should be streamlined.
Martha is suggesting that at the January General Membership Meeting, the Delegates can explain to the membership why they attend these meetings and the purpose and how this relates to HCFAS. Committee Chairs can also put their input as to what they do and why.

The Plan of Action for 2006 is to move forward particularly with technology.
The President will set up an appointment with RED ALERT after meeting with Mike Milo and Roger Winter. They will go to the Committees and get their initiatives.

The President would like to set up a joint meeting with the Board and the Operational Officers.

Christy Stiles has requested to use the meeting room for her cousin's child christening. The consensus of the Board is no. They feel the relationship is too far from immediate family.

C&L Video Services- final price was $1025, we approved $1100.

No chairs were ordered for the Adult Holiday Party as previously discussed.

Flu shots will be given out at the January 9, 2006 General Membership Meeting, beginning at 7:00PM.

Paid ALS has been turned over to Joanne Vogel and Mark Cappola. I will participate in the process.

Bob Franz stated, there should be a meeting to update the new Board members re: Budget, hearing, financial etc.

Chief's Report- Given by 1st Deputy Chief Mary Conover

We received an invitation to Commack VAC's Installation Dinner Dance this Saturday night at 6:00PM at the Watermill in Smithtown. The Secretary volunteered to attend to represent HCFAS.

2-15-81 involved in an accident has been fixed.
2-15-20 is at Shanker Neville.
All registrations have been renewed.
There is still an ongoing problem with setting up a committee to set up the meeting room.
The rugs were cleaned in the meeting room, the floors were polished.
It seems we still have a mouse.

Mary ordered special plaques for the Installation Dinner Dance from Artplak.

Day Captains need to submit their purchase orders for their quarterly allowance.

This Sunday Supervisor Frank Petrone will be installed at the Huntington Town House. The event will be from 1-4PM. We will supply an Honor Guard for the ceremony. This will be posted on the bulletin board.

Secretary's Report- Chris Blackwell

Motion by C. Blackwell, seconded by C. Schramm to grant an Extended Educational LOA to Michael Chairelli #1003 effective 12-6-05 to 3-6-06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm to grant an Educational LOA to Brian Milliken # 1085 effective 12-16-05 to 5-16-06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm to grant a Medical LOA to Patricia Sue Bolen #1010 effective 1-12-06 to 1-26-06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm to grant an Educational LOA to Elisabeth Siegel #1061 effective 1-15-06 to 6-10-06.

Motion by Martha Brenner, seconded by C. Schramm to table above motion.

Motion carried **Unanimous**

Motion by C. Blackwell, seconded by C. Schramm to grant a Medical LOA to Martha Greene #803 effective 1-29-06 to 3-5-06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by C. Schramm to grant an Extended Medical LOA to Karen Maresco #999 effective 12-8-05 to 3-27-06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by C. Schramm to grant an Extended Medical LOA to Christopher Mohan #974 effective 12-15-05 to 3-15-06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by C. Schramm to accept the status change for Frances Jazombek #257 from Administrative to Inactive Life member effective 12-30-06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by B. Franz to accept Linda Guadagnin #1148 as a probationary member on Thursday 1900 to 2300 hour shift.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded M. Cappola to accept Richard Stone #1149 as a probationary member on Wednesday 1100 to 1500 hour shift.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by B. Franz to accept Lorrie Stone #1150 as a probationary on Tuesday 1100 to 1500 hour shift.
Motion carried **Unanimous**

Motion by B. Franz, seconded by C. Blackwell to drop from membership Daniel DeRoss #1136 effective 7-15-05 due to non-fulfillment of hours required.
Motion carried **Unanimous**

Vice President's Report- Martha Brenner

Based on discussions with Pres Conover I will be in contact with another attorney next week so that we can consider options on an attorney for 2006.

Pres Conover has requested that I take on the responsibility of creating a records management system. This will be on my action plan for 2006.

Director Mike Barker

Happy New Year! As most of you know, Nancy and I are on vacation, so I will not be able to attend the January 5th meeting of the Board of Directors.

Here is my report for the Committees for which I am Board Liaison:

Explorer Post 215: The Post held its annual **Holiday Extravaganza** during December. A total of 462 tickets were sold, with a total deposit of $2,310. The payout to the winners was $1,125, and the profit for the Post was $1,185. An excellent fund raising activity for Chief Advisor Brian Canty and the Explorers.

HCFAS Performance Data: I will attempt to complete the December and YTD data and put it in your mailboxes before we leave on January 1. From what I can see, we had an excellent December and a wonderful 2005, thanks to the Chief and his Officers.

Please note our performance on **Christmas Eve**, Saturday December 24: Captain Greg Orr and his crews did **thirty (30) calls**, the highest this year and maybe the highest call volume ever for HCFAS. They covered all thirty calls without a signal 24, and provided ALS on 15 of the 16 ALS calls. The average in/21 was 8.6 minutes, and the average in/6 was 25.7 minutes. They had 12 multiple calls. I think we need a press release!

Membership: There have been three applications for approval in the transition box. We need to get transition box keys for Mark and Mike. Sally's committee did an excellent job in 2005, with 21 new members accepted. And there are lots of names on the spreadsheet for 2006.

Recruitment: Audra's committee will hold the Recruitment Open House on Sunday January 29 from 13:00 to 15:00. This will be a "low key" activity, with a welcome table, slide show, tours, some tables with information, and a light lunch. The concept that Andrea will try to convey in ads and public relations will be "Ever wonder what it's like to be a volunteer at HCFAS? Come meet the people, see the ambulances, and find out what we do. No pressure. See if it's for you?

Audra has invited some new members who can relate to the questions and feelings a prospective member might have. All Officers and members of the Board are invited.

There will be several RTE/CPR classes immediately following the event, both weekend and during the week. If they're interested, we'll sign them up for a class right away.

Director Bob Franz

Insurance, Risk and Compliance

Two VAWBL claims were filed by members for back related injuries as a result of patient handling. I suggest the 2nd Deputy Chief initiate reminder instructions to members on proper patient handling. These cases will ultimately affect our experience modification which results in an increased future vawbl insurance cost.

Prior to December 31, 2005 I received the $ 2,000 grant from SC Legislator Allan Binder after signing voluminous agreements and submitting documentation for the expenditure.

The LOSAP reporting package was received from Penflex for reporting 2005 LOSAP points for our members. The initial report is due at the TOH on March 31, 2006. Members should be advised that any LOSAP monthly review training forms must be dated 12/31/05 or prior in order to get points for 2005. You earn points when you complete the training.

The Squad's 2006/2007 property tax exemption form for 2 Railroad Street was completed and mailed to the TOH on 12/31/05.

Our attorney Tim Glynn 12/9/05 letter re: Ride alongs was received and distributed. I suggest that everyone read the letter and also the article in JEMS January 2006 "Do Ride Along Programs Violate Patient Privacy" and that the President contact Tim to determine if we have to write and implement any type of policy for our members. I also suggest that Tim be consulted on the topic of "notification of a member's family" when a member is injured on a call (HIPAA concerns).

The Chief and President sent a letter dated 12/22/05 to Commissioner Williams authorizing SC FRES to obtain from SC MEDCOM the required response time data of HCFAS pursuant to SC Resolution 393-2005. This was in response to Commissioner Williams 12/6/05 letter requesting such data.

Director Mike Milo

Technology- I will be setting up a meeting with Committees with in the next few weeks.

I spoke to Peter Hotchkiss from RED ALERT. There will be a meeting next week on Wednesday at 7:30PM in the Directors room.

BOD Jan 5, 2006 Page 9

I also plan to meet with the LOSAP & Fund Drive Committee members.

I will be working on the scene locator to get it off the counter and to be put it on the network computer. I will work with Mark Cappola on this project.

Director Mark Cappola

Explorer Post 215- Paul Kelly may assist with Post, I will speak to Brian Canty about this issue.

Stand-By Committee- I will continue to chair this committee for a while. Jonathan Stone may be interested in taking this over.

Uniform Committee- there seems to be a need for better control of Duty Uniforms. There is no inventory management. There will have to be a meeting with myself, Andrea Golinsky, Brian Canty, Jerry Giacomini and President Conover. Mike Milo to look into a computer program for inventory control.

Director Carl Schramm

Carl distributed a drawing of the monument & sign area in front of the building. The discussion included not adding 2 additional flag poles and the different types of electronic signs. It was suggested to review the same type Huntington High School has on their property.

Carl also distributed a Projects list from H2M dated November 28, 2005.

The list included:

Monument and sign
Glass replacement
Wash bay upgrade
Lockers in bunk room
Kitchen and bar expansion
Truck room exhaust automation
Back door lobby
New glass wall patrician between bunk room, kitchen and TV area
It was the consensus of the board to eliminate the wash bay upgrade. No expansion of the bar area, no glass wall partition between bunk room, kitchen and TV area.
The 40 blue glass windows will be replaced at no cost to HCFAS, the vendor will absorb the cost. H2M to oversee the work.
There was a suggestion to get (bath house type) locks for the lockers in the bunk room.

The cut off for submitting bills to the Treasurer is the Sunday before the next Board meeting.
The key access will be taken over by John Maier.

Motion by B. Franz, seconded by M. Cappola to adjourn this meeting at 12:05AM.
Motion carried **Unanimous**

Respectfully submitted,

Christine Blackwell
Secretary Approved 1-19-06

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
FEBRUARY 2, 2006

Present: R. Conover, Martha Brenner, C. Blackwell, C. Schramm, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter,
Asst. to the Sec.: A. Hershkowitz

Guests: B. Bielanski, Mary Brenner, C. Cairl, M. Cornelius, A. Golinsky, D. Roulo, M J Woznick

The meeting was called to order at 1932. There was a quorum

Minutes

Motion by Mark Coppola, seconded by Chris Blackwell, to accept the minutes of January 19, 2005, as amended.
Motion carried **Unanimous**.

Proposals

Motion by C. Blackwell, seconded by Roger Winter, to accept the recommendation of Megan Sarcona and authorize and approve the Social Committee Co-Chairperson Brian Canty and Coordinator Megan Sarcona to organize a Squad outing to Nassau Coliseum for an Islanders game on Saturday March 25, 2006 (7:00 PM game) for squad members at a cost not to exceed $28.00 per person. The cost of the parking fee shall be reimbursed by HCFAS for all members at a cost not to exceed $10.00. Each squad member is entitled to bring one guest at a cost of $28.00 and permission to bring additional guests may be granted by B. Canty and M. Sarcona depending upon availability of seats after each Squad member and his one guest has been accommodated, up to a maximum of 59 tickets with a cut off date of March 3, 2006. Each squad member signing up for the trip must give the event coordinator M. Sarcona a check covering the cost of the trip for the member ($ 28.00) and a separate check to cover the cost for the guest(s) ($ 28.00 per person) to guarantee attendance. Only members who actually attend the event will have their $ 28.00 check returned to them after the trip. Members and their guests signing up and not attending the event will have their checks cashed by the squad. In accordance with the Squad's SOPs, the sign up sheet will include the restriction that squad members and all their guests below NYS legal drinking age are not allowed to consume alcoholic beverages under any circumstances at this event. All purchase orders issued, agreements signed, and coordination of the event, including notification to the members of the event and members sign up will be the responsibility of Social Committee Co-Chairperson B. Canty. The conduct of the members during this event will be the responsibility and under the control of the highest-ranking Operational Officer or member appointed by Chief Roger Winter. All agreements should have the HCFAS standard cancellation clause including game cancellation, if applicable, and reviewed by the President prior to signing. The Social Committee Co-Chairperson will submit to the Treasurer an accounting of the expenditures for this event including all original receipts

within 10 days of the event and the Treasurer will give the Board of Directors an accounting for this event at the next Board meeting immediately following the request for reimbursement for the event. HCFAS funds.
Motion carried **Unanimous**
Motion by Roger Winter, seconded by Chris Blackwell, to approve the purchase of lockers to be placed on the east wall between bays 4 and 5, on the west side, facing west, as follows, installation and total materials for 10 Lyon 15"w x 18"d x 72"h. single tier lockers, Standard lifter handle, no legs, 16 gauge door with 18 gauge frame, 24 gauge body parts,1 coat rod, 3 coat hooks, 1 hat shelf, Cantilevered Base 61/2-71/2 off the floor, Color Putty – pp, Numbers 1-10. After an order is placed a two week period of time is necessary to have the whole job completed. All insurance requirements will be met. Total cost with installation $2,185.00.

Further to approve the purchase of 50 Master locks # 1525MK Padlocks with master key with a red dial, Total Cost of $300.00. These locks are for the members who wish to use the lockers in the bunk room. The combination locks in the lockers will be removed when we receive the combinations. Blank covers will be placed in the areas where the locks were removed. The company that we will be purchasing these items from is Young Equipment Sales, Inc, 325 Rabro Dr., Hauppauge, NY 11788, 631-582-5900. This is the vendor who put our original lockers in the bunk room. The Chief or his designee will be responsible. HCAD funds.
Motion carried **Unanimous**

Motion by Roger Winter, seconded by Mike Milo, to amend the BOD motion of 11/03/05 as follows: approve an upgrade of the proposed CRT monitor to 1 Flat panel monitor, 19". Total cost $412 after credit for CRT, from the vendor already approved – VSS Security Systems. HCAD Funds.
Motion carried **Unanimous**

Motion by Bob Franz, seconded by Roger Winter, to authorize the President and Vice President to sign and return our annual contract with the Town of Huntington – Huntington Community Ambulance District, in the amount $1,544,000. A copy of the agreement will be forwarded to the Squad Attorney for his review prior to mailing.
Motion carried **Unanimous**

Motion by Roger Winter, seconded by Martha Brenner, to authorize and approve HCFAS's participation in the St. Patrick's Day Parade on Sunday March 12, 2006 (or alternate date), Memorial Day Parade on Monday May 29th, 2006 (or alternate date), the Columbus Day Parade on a date TBA in October, the Huntington Manor Fire Department Parade TBA, East Northport Fire Department Parade TBA, the Greenlawn Fire Department Parade TBA, and the Commack 100th Anniversary Parade on July 15, 2006. Post 215 members are invited to march in these parades providing the required Post 215 advisors shall be present at the parade and any refreshment events. Post 215 Advisors and Chief will identify them to, and take all directions from the HCFAS Chief, concerning the event. Alcoholic beverages, if provided by the parade host, will only be allowed to be consumed by parade participants at the conclusion of the parade. Squad members, Post 215 members, and any of their guests below the NYS legal drinking age are not allowed to consume alcoholic beverages under any circumstances while participating in these events. (These restrictions must be posted as part of the parade sign up sheets). SOP Section IX A 2 Parade. Refreshments Protocol will apply to the St. Patrick's, Columbus Day and Memorial Day Parades. Further to authorize the Chief to purchase the parade's host's commemorative glasses at a cost not to exceed $7.00 per glass and to disburse a meal allowance of $10.00 per persons for all fire department parade and Columbus Day Parade participants, including Post 215 members and advisors, the on duty crew during the parade and authorized members on standby during the term of the fair. The Social Committee or the Chief as applicable will do a timely submission to The PULSE announcing each event and post a sign up sheet for each event at least 14 days prior to the event. The Chief is also authorized to request an advance from the Treasurer for each event which will be accounted for in accordance with HCFAS Purchasing Policy Procedures (PPP). The Social Committee Co-Chairperson will submit to the Treasurer an accounting of the expenditures for this event including all original receipts within 10 days of the event and the Treasurer will give the Board of Directors an accounting for this event at the next Board meeting immediately following the request for reimbursement for the event. HCFAS funds.

.**Motion carried** **Unanimous**

Motion by Roger Winter, seconded by Bob Franz, to authorize and approve the Social Committee's request to provide refreshments, including beer and the remaining holiday party wine, after the St. Patrick's Day Parade at a cost not to exceed $1,500.00 and refreshments before the Memorial Day Parade at the cost not to exceed $350.00. Both events are in accordance with SOP Section IX A 2 Parade Refreshments Protocol. Post 215 members are invited to these refreshment events and may bring parents (guardians) and siblings. Alcoholic beverages, provided by HCFAS, will only be allowed to be consumed by parade participants at the conclusion of the parade. Squad members, Post 215 members and any of their guests and band members below the NYS legal drinking age are not allowed to consume alcoholic beverages under any circumstances while participating in these events (these restrictions must be posted as part of the parade sign up sheets). Approval of any other invitee will be at the discretion of the Social Committee Co-Chairpersons with the approval of the Board liaison. The above amounts include flowers, paper goods, decorations, (table decorations only), beverages and desserts. Further, a Social Committee Co-Chairperson is authorized to request an advance from the Treasurer for each event which will be accounted for in accordance with HCFAS Purchasing Policy Procedures (PPP). The Social Committee Co-Chairperson will submit to the Treasurer an accounting of the expenditures for this event including all original receipts within 10 days of the event and the Treasurer will give the Board of Directors an accounting for this event at the next Board meeting immediately following the request for reimbursement for the event. The Chief will be responsible for these events. HCFAS funds.

Motion carried **Unanimous**

Motion by Martha Brenner, seconded by Mark Cappola, to authorize and approve the Social Committee Co-Chairperson, Mary Jane Woznick or the President to engage the Huntington High School Band which will consist of at least 60 to 85 band members to march with HCFAS in the St. Patrick’s Day Parade on Sunday March 12, 2006 at a cost or donation of $900.00. The Squad’s normal cancellation clause will be part of the engagement memo. The band members will not be invited to participate in the post parade refreshments at HCFAS. HCFAS funds.

Motion Denied Yes 1 – CS, No 6 – WMB, CB, MB, MC, MM, RW, Abstain 1 - RF

Motion by Mike Barker, seconded by Bob Franz, to purchase service flags, as attached, to honor Roy Chiquitucto's service overseas. Cost of $45.65, inclusive, from www.serviceflags.com. HCFAS funds.
Motion carried Unanimous
Motion by Roger Winter, seconded by Christine Blackwell, to accept the recommendation of the Third Deputy Chief and authorize and approve Chief Winter and Third Deputy Chief Loysch, to accept and sign the proposal from T. M. Kenney's Garage Door, Inc. of Sayville, NY and issue a purchase order for the semi annual preventive maintenance of the garage doors and motors for calendar year 2006 at a total annual cost not to exceed $2,400.00, payable in two semi annual installments of $1,200.00 each (This is an increase of $400 over 2005). A certificate of insurance with HCFAS named as additional insured and a certificate of workers compensation coverage will be requested from T. M. Kenney. HCAD funds.
Motion carried Unanimous

Motion by Roger Winter, seconded by Bob Franz to approve an emergency repair to the bay 3 North door on 1/24/06 in the amount of $ 1,635.00 from T.M. Kenney's Garage Door, Inc. as per their quote dated 1/30/06. A claim has been submitted to our insurance carrier.
Motion carried Unanimous

Motion by Martha Brenner, seconded by Christine Blackwell, to approve the contract of Rapid Intervention, Farmingdale, NY to provide their "Leadership for Today's EMS Officer" program as per the proposal dated January 19, 2006, from 8 AM to 4 PM on Sunday, March 19, 2006, at a cost of $2000, plus refreshments for the class not to exceed $300, for a total cost of $2300. The maximum class size is 32 and will be open to the current BOD and Operational Officers and to those invited by the Officers. HCAD funds.
Motion Carried Unanimous

Treasurer's Report: Carl Schramm

Motion by Carl Schramm, seconded by Roger Winter, to authorize the payment of bills.
January 17 – February 2, 2006 33 transactions HCAD $16,709.44
January 17 – February 2, 2006 2 transactions HCFAS $1,090.00
Motion carried Unanimous

There was a transfer of funds from HCAD Savings to HCAD Checking in the amount of $205,000.00.

There was a wire transfer of $77,776.88 from HCAD Checking to the Huntington First Aid Squad BONY fund.

A report of those members who have not paid dues for 2006 will be presented at the next General Membership meeting. Those members who have not paid their dues by February 15, 2006 will be removed from membership as per the SOP's. Letters to this effect will be mailed to the remaining 17 members by February 1, 2006.

Roger noted that the blue 2006 stickers that are to be put on the back of membership cards are now in. They will be distributed at the General Membership meeting after March 1, so we will know that all those present have paid their dues. The stickers are very expensive.
Just Rite has sent their bill but payment will be delayed until the Treasurer has had a chance to speak with Andrea Golinsky. This company is responsible for the new arm patches for the Class A uniforms
Mary Winter stepped in to thank the BOD for authorizing the use of the main meeting room by the membership for personal social occasions. The Winter's party was a big success, in part, because of the use of the large room and the facilities. Martha Brenner noted that the membership will owe their thanks to the Winters for the continued use of the room for personal events because the Winters cleaned the room and put all the furniture back in place after their event.

President's Report – Reeve Conover:

We were sued by WHM plumbing for non-payment of our bill for the booster pump. Tim Glynn settled this on Monday the 24th for full payment less the $350 in dispute and the check will be processed. A draft letter of apology to H2M was presented for comment and approval. There was some confusion about the bill that went to Dave Mohr, but was not received and signed off by Jim Barkocy. This problem will be resolved.

Payment for the Console in the Dispatch Office is still pending. A conversation ensued and members pointed out that the provider never presented an itemized bill for the work done. The Console still does not work as expected. There was no written contract. Bob Franz will review the bill and report back.

A list of open committee slots will be posted in the PULSE. Please note the cut off for PULSE articles is February 15. I continue to get requests from members to participate in the various open committee spots and will be sitting down with the affected committee chairs to make determinations about whom to add.

A discussion of draft of "Job Description of Board Liaison" resulted on some changes. The liaisons should be able to keep the BOD informed from meeting to meeting and not have just a brief contact with the chairperson only minutes before the BOD meeting. The Chairperson should provide a report to the Liaison. Some committees take minutes or should at least keep a summary of what was discussed and the tasks set for the next meeting. A list of who attended should be kept, separate from the LOSAP sheet. This will make crediting members with committee work easier at the end of the year. A file should be kept by the Liaison of all handouts so they may be available for review if necessary. Topic 1 concerning the visions and goals of the committee should be written in more detailed language. Under item 5, the BOD is to be kept apprised of future meeting dates. Timely submissions of approval of purchase orders and motions should be added. The draft will be modified and BOD members will review and provide comments by the next meeting. Perhaps an outline of what a committee chairperson is expected to do should be a part of the Liaison's work with their chairpersons.

A request to speak to the crew on a call from 2002 is being handled by the attorney's office. PCR's were sent out on a 2003 call after receiving appropriate paperwork from their attorney. The First Deputy Chief had a conversation with Dawn Rudolph regarding her letter to the Board of Directors, as per the last meeting, and believes the problem is resolved. The letter approved at the last meeting was also mailed on Saturday 1/21/06.

A proposed internal policy for handling house repairs, and the reason behind it, was presented. Dave Mohr asked for clarification of what constitutes the responsibilities of the Building Improvement Committee as opposed to what are the responsibilities of the Third Deputy Chief. The BOD agreed that projects of Capital improvement designated and approved by the BOD would be the responsibility of the Building Improvement Committee while repairs for accidents such as those effecting damage to the garage doors are under the Third Deputy Chief.

Chief's Report – Roger Winter:

Status of Operations

Company 8 is doing well. Anyone who is seriously behind in completing hours for Company 8 is removed from the program. If someone is only a few hours behind, they are expected to make them up. A question arises about members assigned to a shift who are chronically absent. They call in, so are not given a No Show report, but are not asked to make up these hours. It is the responsibility of all members to meet their minimum basic hours each month. This issue will be taken up by the Officers.

January 2006 had a record number of calls, one more than January 2005. We have had 3 Signal 24's for January and answered one Signal 24.

The return of equipment from members who have left the organization remains a problem. Radios and pagers are returned, but uniforms are not. Under the present system, it is impossible to know who has what items in the way of uniforms. In the past, the Secretary has been responsible for requesting the return of all uniforms in the letter sent to the departing member. We also do not have someone responsible for receiving the clothing when it is returned, so follow up when the member fails to return items is not done.

We need to establish a set policy for Sexual Harassment, Discrimination, and HIPPA compliance. This must be part of the revamping of the Bylaws and SOP's. Chris Winter has been working on this.

Good and Welfare:

We have had several members in the hospital recently. Martha Greene and Clara Elliot had surgery and are doing well. Clara is in Glen Cove for physical therapy. Kathy Geary was admitted for a non squad related back injury. Marc Meyer was also admitted but is back at

Birchwood Nursing home and welcomes calls or visits. He had hoped to attend the Installation Dinner Dance but is not likely to do so.

Joe Donadio Jr. lost his father. He didn't want a big Squad fuss, but his friends did come and he was please to see them.

Martha Brenner notes that she has not received reports from the Good and Welfare Committee for PULSE publications. Members who are retired out of state look forward to that portion of the PULSE most of all to keep them up to date on old friends. The Board Liaison, Chris, will speak with the Committee.

Building and Equipment

2:15:21 is still with Shanker Neville. The floor is almost complete and is under warranty. However, a car struck 21 in the fender and wheel last Monday and then went on to hit another ambulance in the yard. Robert, of Shanker Neville will use their business insurance to make repairs to 21 and seek the reimbursement from the driver who hit the two rigs. He will be sending us a copy of the Police reports, estimates and the name of the insured, but he had surgery on Tuesday, so there may be a slight delay. The air horns will also be installed.

The Coat Room split door is repaired as were all doors listed as having problems. The bathroom stall door is not repaired.

Bay door 3 was damaged by 2:15:18. The panels were ordered but the repairs are not yet started. The door is operational. Our doors are 13'6", not standard size. Perhaps an electric eye that would reverse the door's direction would be an answer to the problem of door vs. rig.

The Star of Life for the east wall of the main meeting room will be prepared by a new vendor.

The exterminator has been called to fix the mice problem.

The 5 year CME program is over. The NY State Fire Chiefs asked EMS for a watered down program and EMS gave them a program requiring classes that were not available or presented in Suffolk County.

Secretary's Report – Christine Blackwell:

LOA Requests

Motion by Chris Blackwell, seconded by Carl Schramm, to grant an EdLOA to Jill Decker #908 effective 01/23/06 to 06/01/06.
Motion carried Unanimous

Motion by Chris Blackwell, seconded by Bob Franz, to grant a MedLOA to Rob Lesser #1032 effective 01/26/06 to 02/26/06.
Motion carried Unanimous

Motion by Chris Blackwell, seconded by Bob Franz, to grant a MedLOA to Kathy Geary #39 effective 01/20/06 to 03/31/06
Motion carried **Unanimous**

Motion by Chris Blackwell, seconded by Bob Franz, to grant an extended EdLOA to Brendan O'Donnell #1100 effective 01/23/06 to 04/23/06
Motion carried **Unanimous**
Motion by Chris Blackwell, seconded by Bob Franz, to Maureen Umberto #1064 effective 01/23/06 to 04/23/06
Motion carried **Unanimous**

Motion by Chris Blackwell, seconded by Bob Franz, to grant an extended MedLOA to Anne Gabriel #919 effective 01/04/06 to 04/04/06
Motion carried **Unanimous**

Status Change

Motion by Chris Blackwell, seconded by Bob Franz, to accept the status change for Joanne Mirabella #536 from Active Administrative to Inactive Life effective 01/19/06
Motion carried **Unanimous**

Motion by Chris Blackwell, seconded by Bob Franz, to accept the status change for Al Mirabella # 547 from Operational to Inactive Life effective 01/19/06
Motion carried **Unanimous**

Motion by Chris Blackwell, seconded by Bob Franz, to accept the status change for Mike Rubin #874 form Active to Associate effective 02/07/06
Motion carried **Unanimous**

Probation Ending

Motion by Chris Blackwell, seconded by Martha Brenner, to grant active membership to Pat Brumm, #1117 effective 01/27/06 in accordance with the By-Laws Article III, Section 2.
Motion carried **Unanimous**

Motion by Chris Blackwell, seconded by Bob Franz, to grant active membership to Joe Seyfried #1134 effective 01/27/06 in accordance with the By-Laws Article III, Section 2>
Motion carried **Unanimous**.

Returning to Duty

The following members have returned to active duty:
Nancy Barker #930 effective 01/16/06
Casey Winter #920 effective 01/26/06 to full riding
Sue Bolen #1010 effective 01/26/06
Kennedy Brouard #1099 effective 01/20/06

Dina Weinhofer #950 effective 01/19/06

A Letter of Intent was sent to Jipson Kalil #1144 on 01/29/06. He has not been coming to any duty tours since October, 2005 when he joined. He did show up today.

Social Committee

We have 302 positive responses coming to the Installation Dinner Dance. Marc Meyer will not be coming. He had hoped to have recovered enough to attend.
Frank Petrone has called to say he will not be able to attend. We have a phone message from and aid of Steven Stein to say he will only be able to attend the cocktail hour. He is the replacement for Allan Binder and should be included on the invitation list. Last year, County Executive Steve Levy was not invited but did attend. Chris called his office and learned he has not made a decision about attending. Captain Bielanski now works in his office. Mr. Levy has 11 invitations for February 11 and since he attended our affair last year, it is not likely he will choose us this year. The President has informed the political representatives that speeches will be held to a three minute interval. Proclamations will be mentioned and gratefully accepted, but not read in their entirety. Mark Cuthbertson has stated it is not important to him if he speaks.
In the past, new members who came in after December 1st were not included in the invitations to the Installation. This year they were included. This topic will be discussed in more detail at a future meeting.

Members who use the main meeting room for a personal social affair, should have all guests park in the commuter parking lot next door leaving the HCFAS parking lot free for members on duty.

Director's Report - Mike Barker:

The January 2006 statistics are interesting. There was only a difference of 10 calls per shift as opposed to the wide differences in calls per shift during 2005. We were able to meet 70% of all ALS calls compared to 49 to 52 % in 2005. Perhaps the almost equal number of calls per shift added to the accessibility of ALS providers.

The New Membership list shows 6 potential members awaiting the return of only a few references and 6 have interview dates scheduled for January. Potential member's names are added to the list after they have passed the CPR portion of the RTE training.
The Open house on Sunday, January 29 resulted in about 12 people signing up for the Sunday classes and another 5 or 6 for the Monday / Thursday classes. Advertisements will appear in the paper about the two classes and Andrea tried to make the corrections of the last minutes changes of class dates.

Director's Report - Mike Milo:

I met with Peter Hotchkiss from Alpine for over 4 hours on Friday 1/27/06 to discuss various issues with RedAlert system. Members of Fund Drive and LOSAP committees, and the Chief were at the meeting. I gave Peter tasks to check and fix/create, which I will follow-up with during the next several weeks. I emailed him this past week about areas we want to move on, quickly. I think we are in the time frame we want. The Chief notes that Mike spent a lot of time on this project already and RedAlert was receptive. Mike was very well prepared.

There is small problem with the Website as data indicates the site is not our domain. The person who pays the bill has ownership. We will see if there is payment to Brian Canty on 05/05/05 for $134.91, and check the Motions that were made. Per President – waiting for amended contract from the Squad attorney to give to Planet Media for signature.

We will review the purchase of additional printers for the director's room, the chief officer's room and a replacement printer for the Treasurer. We will take into consideration existing color printer in the copy machine room and then make the appropriate motions.

Director's Report – Mark Cappola:

Post 215 is in dire need of advisors, Ann Maloney has informed Brian that she is giving it up, which will leave only Brian! Christy Stiles and Liz are on duty on Tuesday nights, so if calls come in Brian is the only advisor. Something needs to be done and I suggested to Brian that an email can be sent to all members asking that they consider becoming a Post 215 Advisor. That e-mail has been sent and we have gotten replies which were referred to Brian. Posting the commitment required might help people to know what they are getting into. We can also ask for people to join the advisor committee at the next General Membership meeting. Currently we have about 12 to 15 scouts, but at the end of 2005, we had as many as 16 or 17. It is a valuable resource for the squad. We have some very dedicated members who have come up from the Post. It is a resource for the community too and we would hate to loose them, but without adults to support the team, we could loose the post. Noted that other organizations have found ways to increase the scouts activities and responsibilities. We may want to look into that.

Brian Canty reports that we have all uniforms items, and just received a delivery of Polo Shirts, Turtle Necks, Mock Turtle Necks, and Baseball hats but we are awaiting bids for sweat shirts. At the joint BOD/Officers meeting it will be proposed that access to the Uniform supply closet be restricted to Chiefs, Day Captains and Uniform Committee Co-chairs only. All others will have access terminated. It will also be proposed that members needing uniforms be instructed to contact their Day Capt. to make arrangements to obtain whatever uniform piece they are seeking. If not in place, a Uniform Supplement/Replacement Form should be created which can be used to document the member's request for new or additional uniform pieces and the reason *why* it was needed. There has been no accountability for the distributions. Jerry and Jean Giacomini have reorganized the closet numerous times but repeatedly find it in a mess. If the members know they may only ask their own Day Captain and the Captains are responsible for documenting who has what pieces of equipment, we may get a better control of inventory.

We sent out an email and got a few responses. P. Kelly and The Hogans. Mike Rubin also stated he would participate, but he went Associate. Al Szigethy initially stated that he was interested in participating but later removed his name. There were verbal indications that other ALS members were also interested. I'd like to get Joe Costello to participate as he has experience in setting up other paid ALS programs. This continues to be a volatile topic, which by mere mention, tends to ignite rather strong opinions on both sides of the issue.

The Web Site contract was poorly drafted and we have some concerns. Tim Glynn is out of town and Reeve spoke with Mr. Simon at length on this issue. It is currently being redrafted and they will email it to Reeve. It will be forwarded to Megan to have the vendor review and sign it.

Director's Report – Bob Franz

A property damage claim has been filed with our insurance company for the damage to bay door 3 north.

A subpoena request for a 01/03/02 PCR was received but the original PCR could not be located. The subpoena lacked a valid medical release authorization and I am waiting for the requesting attorney to correct the deficiency.

Drew Silverman spoke before the SC Legislature Public Safety Committee regarding the proposed legislation for the trade in of one MD 902 Medevac helicopter and purchase of one new helicopter (probably a Euro Copter EC-145). In 2005, the original proposal was the trade in of two MD 902s and purchase of two new helicopters. Drew spoke on behalf of the two for two proposal. Last year SC saw all three of its helicopters out of service for mechanical reasons and sought help from the NYS Police which prompted a SC & NC mutual aid agreement. I would like to know the consensus of the BOD regarding this issue so that the Squad's position is properly represented at related EMS organization meetings. – The consensus of the Board was to support Drew's initiative to have SC trade in two old helicopters and purchase two new helicopters. The consensus of the BOD is that we support Drew's position for two helicopters.

The FRES MEDCOM January 2006 call statistics were received and distributed to the President, Chief, Chief Dispatcher and Director Barker. MEDCOM calls are 384 vs. HCFAS 412, and MEDCOM 24s are 4 vs. HCFAS 3. Since the MEDCOM statistics will be reported to SCEMS, (as per Suffolk County law) it is suggested that an operational officer (perhaps the Chief Dispatcher) contact MEDCOM (Myles Quinn) to determine the details behind the differences so we may rectify the any reporting gaps. The FRES MEDCOM 2005 No Response report was received and distributed to the President, Chief, Chief Dispatcher and Director Barker.

Bob requested and Reeve agreed to review the 2006 budget with the BOD at the next Board meeting in order to bring new BOD members up to date.

Motion by Mark Cappola, seconded by Bob Franz to adjourn the meeting at 2302
Motion Carried Unanimous

Respectfully submitted:

Christine Blackwell,
Secretary to the Board of Directors Approved 02 / 15 / 06

Annette Hershkowitz, Assistant to the Secretary.

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
APRIL 2O, 2006

Board Members Present: R. Conover, Martha Brenner, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter,
Asst. to the Sec. A. Hershkowitz

Absent Board Members: C. Blackwell, C. Schramm

Guests: B. Bielanski, M. Bolz, Mary Brenner, E. Burns, M. Conover, M. Cornelius, A. Golinsky, S. Staszak, N. Signorelli, S. Signorelli, Chris Winter

The meeting was called to order at 1930.

Minutes

Motion by R. Franz, seconded by Martha Brenner, to accept the minutes of the February 7, 2006 joint meeting of the BOD and Operational Officers as amended
Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to accept the minutes of April 6, 2006 as amended.

Motion by R. Franz, seconded by R. Winter, to table the approval of the minutes of the April 6, 2006 BOD meeting pending further corrections.
Motion carried Unanimous

Proposals

Motion by R. Franz, seconded by R. Winter, to accept the recommendation of the insurance committee chairperson Bob Franz and authorize and approve the renewal of HCFAS's current insurance coverage for portfolio (commercial multi-peril, management liability, portable equipment and member fidelity), automobile, and umbrella policies as per the attached schedule of insurance and letter quote dated April 17, 2006 from Hubbinette Cowell Associates, Inc. at a cost not to exceed $ $73,500.00 for the period 5/2/06 to 5/2/07. The policies will be placed by Volunteer Firemen's Insurance Corporation through American Alternative Insurance Corporation which is part of American Re Corporation Group.
HCAD funds.
Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to authorize and approve the adoption of HCFAS's "Anti-Harassment/Anti-Discrimination, Anti-Retaliation Policy" as attached. This policy has been reviewed and approved by the HCFAS attorney Tim Glynn. The policy will be distributed to all current members and Post 215 members in a manner to be determined by the Chief's Office.

New members will receive a copy of this policy during their orientation. The policy will also be published in the PULSE periodically. The receipt of the policy must be acknowledged in writing by the member as per HCFAS Form # 202 as amended and approved by our attorney.
Motion carried Unanimous

Motion by M. Milo, seconded by R. Franz, to accept the recommendation of the Technology Committee and Board liaison and to authorize and approve the renewal of the service maintenance contract (parts and labor included) with VSS Security Systems, Inc. for the maintenance of HCFAS's Marlock access system and the Video Panasonic video surveillance security system for the period 4/1/2006 through 3/31/2007, at a cost of $8,000.00 per year, paid semi-annually at $4,000.00 each. Contract will include 2 options for automatic renewals at same price, for 2 additional years.
HCAD funds
Motion carried Unanimous

Motion by R. Winter, seconded by M. Cappola, to accept the recommendations of the Chiefs Office and reimburse past member Nicholas Barker $ 517.80 for his books. It has been determined that he should have been paid this amount when his mileage was paid. It has also been determined that he is ineligible to be paid any other funds related to his Paramedic Course. The attorney has drafted a letter to accompany the payment which will release the Squad from any further liability.
HCAD Funds
Motion carried Yes: MB, MC,RW No: RF, MM Abstain: WMB

Motion by R. Winter, seconded by M. Cappola, to accept the recommendation of 2nd deputy chief Joanne Vogel and pre-approve probationary members Maria Uliano #1133 and Joe Seyfried # 1134 request to attend an EMT B course at Suffolk County Community College, NY, starting on or about May 30th and authorize and approve reimbursement for an amount not to exceed $1,050.00 (includes reimbursement Squad receives from NYS DOH) for tuition and fees, books and mileage payable upon successful completion of the course and receipt of his/her NYSDOH EMT-B certification, reimbursement certification and the NYS DOH reimbursement. Members must be members in good standing at the time of reimbursement except member does not have to be off probation. All other conditions of Section 10 of the PPP remain in effect. Maria and Joe will provide a signed statement that no other party is reimbursing or will reimburse any part of the costs. Further Maria and Joe will reimburse the squad up to $1,050.00 for any reimbursement(s) that she/he may receive from any other party(s) that exceeds the cost of the tuition, fees, books and mileage at $.31 per mile less $1,050.00. Prior to reimbursement and within 10 days of the receipt of their EMT certification card, Maria and Joe will provide the 2nd deputy chief and treasurer with the required documents in order for the squad to properly file for a course reimbursement of $700.00 with the NYSDOH EMS Bureau.
HCAD funds
Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to accept the recommendation of Third Deputy Chief Bob Loysch and authorize the approve the Chief or the President to accept and sign the bid proposal / agreement from M & J Fire Protection, Inc. 397 Columbus Road West Babylon, NY 11703 and issue a purchase order for an annual inspection program from 5 / 01 / 06 to 4 / 30 / 07, with inspections being performed each quarter, of the automatic sprinkler system at an annual cost of $ 434.50. A certificate of insurance with HCFAS named an additional insured and a certificate indication workers compensation coverage will be requested from the vendor.
HCAD funds
Motion carried Unanimous

Treasurer's Report – C. Schramm

Motion by R. Winter, seconded by R. Franz, to authorize payment of bills:

04-07-06 to 04-20-06	32 transactions	HCAD	$36,048.78
	3 transactions	HCFAS	$ 3,400.00

Motion carried Unanimous

We are waiting for the report on the Children's Holiday Party and the Installation Dinner Dance from the Social Committee which should be reported to the BOD within 10 days of each event. We also need to know who did not attend the Installation Dinner.

What is the status of the $700.00 NYSDOH reimbursement for Jeff Brenner's SCCC EMT course?

The Bond Interest should be paid by May 1. Bond payments are due quarterly in February, May, August and November. The November payment includes interest and principal. This is noted for the calendar of deadlines.

President's Report – R. Conover

The Board and Officers were given a copy of the Statistic Summary for the First Quarter which you will see is very good. Monday 1500 was the busiest day shift and Tuesday 2300 was the busiest overnight.

There is a problem with incoming mail not being routed to the right person. I suggest we move the New Building Committee mailbox from the lower right and rename it for the incoming mail. Several people will have a key and be responsible for the distribution. Discussion ensued and another key may not be the answer. A standard list of where mail should go should be posted. We will start with the list and see how it works and mail will be kept in the dispatch office.

The status of Projects for the First Quarter is good. :

Duty Uniforms- the process has changed and is in effect.

Red Alert- is open for discussion. Starting from 'scratch' would be easier than trying to incorporate our computer history. We need to create a program to accept all the data. That is taking more time than anticipated.

Bylaws/SOPs rewrite- is in progress.

Historical Committee- is fully up and running

Dispatch Console Bill Issue- is resolved and payment was requested from BONY

Paid ALS- is in progress. It is going at a 'deliberate' pace.

New Communications System- is well under way, but will be a 2 year process

Website- is ready to go live, at least for the members, by this Monday, after a couple of technical issues are resolved over the weekend, as per Megan Sarcona.

New Vehicle- 80 and 81 bids are waiting for a third vendor for bidding. Space for equipment will be brought to the next BOD meeting.

New Member Intake Process- is almost complete. The new interview program is in progress.

What do we need to do for the second quarter? Think about it.

The documentation concerning Alert Glass has been sent to the Attorney,
but I have not heard back from him yet.

Chief's Report – R. Winter

Status of Operations:

- We are 4th in the county for calls with the least amount of 24's for the comparable agencies.
- All Co. 8 people have met their quarterly goals.

Equipment:

- 2-15-21 not enough flooring was sent up by the manufacture this job will be completed next week. It will be inspected by ACE to assure all was done properly upon return.
- 2-15-20 will be given to Markham repaired, inspection
- 81 – water pump
- 80- brakes, front end,- will need new tires and that will be done tomorrow.
- All inspections for all vehicles will be completed this week. All will be up to date.
- We are looking into replacing the mirrors on 2-15-19 they are the split mirrors.
- I am refurbishing membership badges for Life Members.
- The Life Pack 12 trickle chargers are in and will put into operation soon.

Building:

- Fire Inspection was completed with the help of Andy Ball, Mike Bolz, Bob Loysch, R. Winter
- Simplex was here to inspect all our Alarms

Projects:

- Memorial Day Parade is May29, 2006 A notice will be posted and breakfast served.
- Knights of Columbus" Blue Mass", Sunday, May 7th @11:30A.M. at St. Hugh of Lincoln RC Church.
- A Celebration of Life at North Shore Hospital in Manhasset 16th Anniversary – need recovering member. The notice will be added to the PULSE
- Beach Stickers will be picked up Monday evening and we will then start to distribute them.
- Andrea will need a pass from the State to allow us to bring an ambulance upstate for the EMS Tree of Life Memorial. The Chief will determine which rig will travel when it is closer to the event.

Secretary's Report – C. Blackwell

Membership

Motion by M. Barker, seconded by Martha Brenner, to accept Keith Rubenstein, #1154 as a probationary member on Friday, 2300 – 0700 hour shift.
Motion carried Unanimous

Motion by M. Barker, seconded by R. Franz, to accept Sean Needham #1155, as a probationary member on ____.
Motion not carried Yes – 0, No – MB, MC, RF, MM, RW, A - WMB

The Officers were unable to vote on the LOA requests at the last meeting as there was not a quorum. A report will be filed next meeting.

Vice President's Report – Martha Brenner
There is nothing new to report at this time.

Director' Report - Michael Barker

Membership Committee

The Membership Committee reorganization continues to evolve. Copies of the third version of the New Member Personal Interview have been distributed. Sally Staszak and Tom Hogan are working on an agreement with Plaza Medical that will allow the physical, blood, and strength tests to be conducted within days of the interview, with results sent to HCFAS that same day. This should cut weeks off the membership process. Mary Conover is working on an agreement for the background check. We now require that two references be received before the applicant is considered by the BOD. Since the last Board meeting, four interviews have been conducted. Two more are scheduled for next week. A spreadsheet of all applicants has been distributed. The screening would be done by EBI or ADP. Each vendor should provide a list of some of their clients (other volunteer entities) for reference. Mary Conover will investigate this.

Recruitment Committee

The Recruitment Committee is looking for a new chairperson. Please advise me if you have a candidate. Carmen Schlieben will chair the Open House scheduled for 12:00 to 16:00 hours on Saturday 20 May. She will need lots of help in both the planning phase and on the event date. Andrea Golinsky is organizing the advertising and public relations effort.

An RTE/CPR class will start immediately following the Open House taught by Tom Lemp. Brian Canty has scheduled an RTE/CPR class to start 04 May.

Director's Report – M. Cappola

POST 215

Everything is going ok with Post 215 – they probably will not be able to participate in open house, a majority of them are going to be in FA class being conducted by Brian Canty. Dix Hills is having a dance / mixer but our group has opted not to go.

UNIFORM COMMITTEE

Brian Canty got a call from Diamonds on April 13 – seems our winter jackets have been discontinued and diamonds has had some contact with the vendor who is willing to sell the rest of the inventory to Diamonds. Diamonds is looking to sell them to us for $175 per jacket – we current pay around $400 per jacket. Brian noted that there are 117 pieces of various sizes so this might be a worthwhile venture. He asked if there are there any plans to replace our current winter jackets. We could be locked into this style for a long time. This is a savings of $26,000.00, however, what sizes are available? We should investigate what All American has to offer before accepting the offer from Diamonds. No decision was reached.

PAID ALS

I am working with 2nd Deputy Chief Vogel on a meeting date with chiefs of other departments that have PAID ALS.

Director's Report - Bob Franz

2005 Audit

The 2005 CPA audit is progressing smoothly and a draft of the HCFAS financial statements and the auditor's report were distributed to the President, Vice-President and Treasurer for comment. I should be finished with my review of these financials by mid week. The audit and report should be completed by the April 30, 2006 deadline date pursuant to our Bond Indenture of Trust. The President and Treasurer should be available to sign the auditor's required representation letter upon receipt (mailed 4/19/06).

ANTI-HARASSMENT / ANTI-DISCRIMINATION / ANTI-RETALIATION POLICY

The draft anti- harassment/anti-discrimination anti retaliation policy was distributed to the BOD, First Deputy Chief Conover, Ex-First Deputy Chief Chris Winter and By-Laws committee chairperson Jim Barkocy. The issue of whether the member must acknowledge receipt of this policy should be discussed this evening.

Uniform Code

Al Mirabella and I have finished the proofing of the uniform code including the drawings which was approved by the BOD on November 17, 2005. A copy of the uniform code (including all drawings) was received from the past uniform code committee chairperson Al Mirabella and has been distributed to the By-Laws committee chairperson Jim Barkocy. On April 10th, Al distributed a CD containing the uniform code to Jim and a CD containing the software for the drawings to Brian Canty.

Legislative issues including NYSVA&RA & SCACA:

In the aftermath of Newsday's articles on the fire services, several bills have been filed in the NYS Assembly regarding mandatory fire district audits, State Comptroller audit of fire companies, adoption of codes of ethics, required public vote to set up reserve funds, annual statewide fire district budget day, to discourage fire districts to schedule elections at locally significant times, hold mandatory state financial training for fire commissioners, certification and required necessity for out of state training trips, no tax funded alcohol & reasonable expenses for annual inspection dinners, etc.(A10473 to A10478 and A10485). It is my understanding that FASNY and others have been involved with the writing of these bills. I suggest that we continue to monitor these bills and if they become law, than we should consider following the spirit of the law where applicable to HCFAS since HCFAS is a 501 c 3 organization and has an agreement with the TOH HCAD.

On a more pleasant note, a 2006 budget bill (A9560B/S6460C) which passed both houses, provides for a $ 200 state income tax credit for each active firefighter or volunteer ambulance worker for taxable years beginning on and after January 1, 2007. You must be active for the entire year. If you are receiving the 10% real property tax exemption, then you are not eligible for this credit. However, on an unpleasant note, I was informed that Governor Pataki vetoed this bill but that the legislature passed another cleaned up bill and if that bill is vetoed than we can anticipate an override of the veto. There is an open question as to whether the clean up bill includes the $ 200 income tax credit. If it does not, then a stand alone bill would have to be introduced prior to the June legislature adjournment.

Newsday may be coming out with an article on Firefighters LOSAP and their administration. The planned amendment to the VAW Defined Benefit LOSAP to change the entitlement age to an age lower than 65 years of age (we are pushing for 55 years of age) has been put on hold.

Andrea Golinsky, Jim Ingwersen, Richard Gierbolini and Bob Franz will be leaving Sunday 4/23/06 to attend the NYSVA&RA Legislative Day on Monday 4/24/06. Andrea and Bob will also attend the NYSVA&RA Board meeting on Sunday afternoon and evening.

NYSVA&RA District 7

Meeting 04/18/06: The District 7 drill competition has been tentatively scheduled for Sunday July 9, 2006. The "Official" license plate issue may be a foregone concern since the NYSDMV realized that they would have to issue regular plates every two years to fee exempt entities and would incur costs to do this. Ed Wronski has written for an opinion regarding the use of a NYS insignia badge by EMTs for identification purposes that is not issued by a governmental agency.

NYSVA&RA District 7 March 21, 2006 meeting minutes have been distributed to the BOD, Operational Officers and posted on the bulletin board.

Suffolk REMSCO

The March 14, 2006 meeting minutes have been posted on the bulletin board.

SCACA Meeting 04/19/06: The annual Emergency Management Conference will be held in Melville on May 31 and June 1, 2006. The SC hurricane drill will be Friday June 2 (information being sent out to all FD & VAS). FRES MEDCOM has the ability to make 4,000 calls in an hour to phones in a particular area. Also, FRES is the only authority that can call LIPA when you need a LIPA grid shutdown. FRES also has 34 satellite phones to use for communication purposes if the regular phone system goes down. FRES also received 65 applications for its Medical Reserve Group. Individuals would be used primarily to administer vaccinations etc. The protocol on explosives will be reissued to all agencies as a reminder of the policy. USCG communications in Moriches has been transferred to New Haven, CT.

SC Recruitment Committee Meeting 04/19/06:

The SERVES deadline is May 1, 2006. So far, six applications have been received by FRES from various fire departments or VAS.

Director's Report – M. Milo

Website

The Squad Website, **HCFAS.org**, will be ready Monday April 24, 2006.

Red Alert

The job and the project will take time to complete and should not be rushed.

Bob Franz comments that he is witness to the hours of work Mike has put in on Red Alert and Mike is doing a tremendous job.

Wireless

Arrangements have not been made for the installation.

Fund Drive

The first mailing is set for tomorrow. There was a delay while we waited for the stickers we ordered that are included in the envelopes.

Motion by M. Milo, seconded by R. Franz, to adjourn the meeting at 2235.
Motion carried **Unanimous**

Respectfully submitted:

Christine Blackwell,
Secretary Approved____________

Annette Hershkowitz
Assistant to the Secretary

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MINUTES
MAY 18, 2006

Present: R. Conover, C. Schramm, M. Barker, M Cappola, R. Franz, M. Milo, R. Winter
Asst. to the Sec. A. Hershkowitz
Absent: Martha Brenner, C. Blackwell
Guests: M. Bolz, Mary Brenner, A. Golinsky, M.J. Woznick, S. Staszak

The meeting was called to order at 1932.

The President noted there was a quorum.

Motion by R. Winter, seconded by R. Franz, to accept the minutes of May 4, 2006 as amended.
Motion carried Unanimous

Treasurer C.Schramm joined the meeting at 2020 hour.

Proposals

Motion by R. Winter, seconded by M. Cappola, to accept the recommendations of Social Committee Co-Chairperson Brian Canty and authorize and approve the annual squad picnic to be held at West Hills Day Camp in accordance with the SOP Squad Picnic Protocol and for the Social Committee Co-Chairperson B. Canty to accept the menu and the bid of Tru-Value Caterers to cater the Saturday July 22, 2006 (rain date July 23) event at a cost of $ 37.95 per adult (age 13 & up) and $ 13.95 per child (age 6 to 12). Further to authorize and approve the following: a $ 500.00 advance to Social Committee Co-Chairperson B. Canty or picnic coordinator A.Golinsky for decorations and incidentals; an amount not to exceed $ 1,750.00 for camp usage fee including administrative, security, maintenance staff and life guards; and the issuance of required certificates of insurance. A deposit of $250.00 will be paid to True Value Caterers to hold the date. Post 215 members are invited and may bring their parents or guardians if they live at home with them. The Chief Advisor is responsible to give the Picnic Coordinator a list of Post 215 attendees by the posted deadline date. Post 215 advisors shall be present at the picnic to provide supervision. Social Committee Co-Chairperson B. Canty , with Social Committee liaison and BOD Secretary C. Blackwell, will send invitations to the SCPD Sector 202, 202A, 203 and 203A Operators and their immediate families, the Town of Huntington Board members and a guest and adjacent Fire Department Chiefs and a guest and he will post a response sheet in the Dispatch Office and he will be responsible to give the Picnic Coordinator a list of the invited guests attending by the posted deadline date. The Social Committee Chairperson with the approval of the Board liaison will have the authority to approve requests to attend by other interested parties with a fee of $ 38 per adult (age 13& up) and $ 14 per child age 6 to 12). The Squad and Post 215 Sign up sheet will include the restriction that Squad members, Post 215 members and all guests below NYS legal drinking age are not allowed to consume alcoholic beverages under any circumstances at this event. The Caterer must issue certificates of insurance naming HCFAS (and West Hills Day Camp, if required) as additional insured with

proof of workers compensation coverage and must assure that all beer will be dispensed by a tips certified bartender and honor HCFAS cancellation
policy and provide a service staff of 4 throughout the event. The Social Committee Co-Chairperson, B. Canty will submit to the Social Committee Liaison and Treasurer, an accounting of the expenditures for this event including all original receipts within 10 days of the event and the Treasurer will give the BOD an accounting for this event at the next Board meeting immediately following the request for reimbursement for the event. HCFAS funds.
Motion carried Unanimous

Motion by R. Winter, seconded by C. Schramm, to accept the proposal from Holzmacher, McLendon & Murrell, P.C. (H2M) for the mapping of the HCFAS district and the production of the following items at a cost not to exceed $8,500.00.

1. One (1) 42"x 42" plain white paper wall map (Huntington FD area)
2. One (1) 42'x 42" plain white paper wall map (Huntington Manor FD area)
3. Two Hundred (200) 24"x 24" plain white paper member maps per H2M proposal
4. Fifteen (15) Atlas book maps, 3 ring white binders with laminated map pages and street index.
5. Exporting map to RED ALERT cost of $300.00 has been included.

The maps will include the following:

1. over 50 miles of roads with road names, trails, dirt roads etc. and approximately 3 miles of shoreline.
2. Street grid system with matching street index.
3. Highlighting excessively traveled roadways or other specified equivalent.
4. Points of interest (schools, religious facilities, parks, libraries.)
5. The HCFAS boundaries with corresponding text labels (24 sq. miles ±).
6. Major structure "footprints" and labels (shopping malls, nursing homes etc.).

Up to four (4) hours of field verification. If the project requires additional verification due to lack of available data, additional fee(s) may be required. HCAD funds.
Motion carried Unanimous

Motion by R. Winter, seconded by M. Cappola, to accept the recommendation of the Chief R. Winter and Chairman of the New Vehicle Committee B. Canty, and approve the proposed Bid Format for replacement of 2 responder cars.
Motion carried Unanimous

Motion by R. Winter, seconded by C. Schramm, to accept the recommendation of the Chief of Department R. Winter and confirm the purchase of a small refrigerator to keep personal lunches, dinners and beverages available in the Administrative wing. Not to exceed $174.99. HCAD Funds.
Motion carried Yes: CS, MC, WMB, RW No: RF, MM

Motion by R. Franz, seconded by M.Cappola to accept the recommendation of 2nd Deputy Chief J Vogel and pre approve probationary member Caroline de Elia # 1152 request to attend an EMT-B course at North Shore LIJ, Syosset, starting on or about May 22nd and authorize and approve reimbursement for an amount not to exceed $1050.00 (includes reimbursement Squad receives from NYS DOH) for tuition & fees, books and mileage payable upon successful completion of the course and receipt of her NYSDOH EMT-B certification, reimbursement certification and the NYS DOH reimbursement. Member must be a member in good standing at the time of reimbursement except member does not have to be off probation. All other conditions of Section 10 of the PPP remain in effect. Caroline will provide a signed statement that no other party is reimbursing or will reimburse any part of these costs. Further, Caroline will reimburse the squad up to $1,050.00 for any reimbursement(s) that she may receive from any other party(s) that exceeds the cost of the tuition, fees, books and mileage at $.31 per mile less $1,050.00. Prior to reimbursement and within 10 days of the receipt of her EMT card, Caroline will provide the 2nd Deputy Chief and the Treasurer with the required documents in order for the Squad to properly file for a course reimbursement of 700.00 with the NYSDOH EMS Bureau. HCAD funds.
Motion carried Unanimous

Motion by M. Barker, seconded by C. Schramm, to accept the recommendation of Board Liaison Mike Barker and authorize the President to contract with ADP Screening and Selection Services to perform a background check on prospective **HCFAS** members at a cost of $71 per report. The background check will validate the social security number, provide 10 year address history, perform a national database check of Criminal Court Records and Sex Offender Registries and search for felony and misdemeanor convictions from all counties in New York State. Background check would be authorized by applicant signature at interview on Squad approved form. Once authorized, Membership Committee chairperson Sally Staszak would access secure website and order report, which could take up to three days to receive. Report would be placed in Membership file for review by the Board of Directors before the meeting. If adverse report is received, Sally would bring to the attention of the President to see if additional information or interview of applicant was warranted. A procedure will be approved by the BOD after attorney review prior to implementation. HCAD funds.
Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to authorize and approve the use of a squad vehicle at the Chief's discretion or the use of a member's personal automobile with mileage reimbursement for the purpose of attending a Saturday May 20, 2006 memorial service in Asbury Park, N.J. for past member Joseph D'Andrea Jr., son of founder, ex-chief and past President Joseph D'Andrea Sr. Attendees may also receive reimbursement for dinner the day of the service, not to exceed $65.00 each. Prior to reimbursement and within 10 days of the event, the attendees will provide the Treasurer with an accounting for this event and the Treasurer will give an accounting at the next Board meeting immediately following the request for reimbursement for the event. HCFAS funds.
Motion carried Unanimous

Motion by R. Winter, seconded by M. Barker, to amend the May 4, 2006 motion for Mathew Cappola and amend the tuition and location of the class to North Shore LIJ, Syosset, N. Y., starting May 22, 2006. HCAD funds.
Motion carried Unanimous.

Motion by R. Winter, seconded by C. Schramm, to dispose of the following equipment:
The equipment is outdated or in need of extensive rehabilitation.
Equipment:

- One Anne Torso #HCFAS #316
- Three Deliberator Annie Torso outdated # HCFAS 314, 315, 322
- One IV torso, no ID #
- One file cabinet, not operating, no ID #.

Motion carried Unanimous

Treasurer's Report – *Carl Schramm*

Motion by C. Schramm, seconded by M. Cappola to pay the bills.

5/15/96 to 5/16/06	3 transactions	HCAD	$47,422.00
	5 transactions	HCFAS	$14,916.64

Motion carried Unanimous

The Chief reports that Verizon sent a letter informing us that we have a matching grant. We need to contact Verizon and comply with their requirements to receive the funds.

President's Report – *Reeve Conover*

I have received the draft of the Line of Duty Death Guidelines from Al Szigethy. It has been provided to the Officers and Jim Barkocy for review and the drafting of whatever SOP changes will need to be made. Al and his committee did an excellent job. They have thought of every contingency.

The Alert Glass Letter has been distributed to all board members

The Karen Thelan Letter from the attorney has been distributed to all BOD and Officers.

Bob Franz was honored as the recipient of the NYS Volunteer Ambulance Leadership Award in Albany on May 8, 2006. Assemblyman Jim Conte has given us a tentative date of our July General Membership Meeting for coming to our meeting and presenting Bob with a Proclamation.

The Budget is due in August, 3 months away. I recommend we begin the process at this time so we are ahead of the game and do not have to rush to get it done at the last minute. The usual procedure requires the Treasurer to send out a form letter to the heads of all the committees requesting their wish list for the next year. They usually ask for an accounting of what they spent last year. Vice President

Martha Brenner has all the information. Additional discussion on budget policy continued. We were informed by Bob Franz that the State has additional funds that they may be willing to spend to improve EMS services. We should consider contacting our legislators with our needs.

We received a communication from the Attorney regarding a current scam regarding EMS billing procedures. We don't bill so there was no need to distribute the letter.

We have confirmation from John Maier that the VSS Marewood System password that could not be found has been located and we are able to code our keys to the building. We suspect that a power failure was responsible for shutting the system down initially.

Chief's Report – *Roger Winter*

Status of Operations:

- I am very proud of the members who stay over their shift to handle calls. It shows the true character of the members of the Squad. Thanks.
- Monday May 15, 2006 the crew of CL. Chris Winter, Dr. Kim Davidson, FA. Karen Martin, FA. Dan Kelly, assisted by EMT-P Spencer Newman and Jeffrey Brenner had a difficult call at TGI Friday's. The crew was alerted that a male was in the bathroom unconscious and barely breathing. The crew determined he was overdosed on a narcotic. The crew assisted with his breathing, Spencer Newman administered Narcan and the patient recovered. He was taken to Huntington Hospital.
- Thursday May 4, 2006, two crews for the Thursday 1900 hours shift responded to a two car MVA, three persons injured. Two were taken to Huntington Hospital and the third was medivaced out to Stony Brook Hospital. The most severely injured occupant was treated by Sue Manning, two IV's were established, he had an open, fracture of his femur. The two crews were as follows: Second Deputy Chief Joanne Vogel, CL. Casey Winter, and FA. Jean Wilkins, FA. Suzie Martin, Dr. Jonathan Stone, EMT-CC Sue Manning, FA. Bernard Pool, CL. Claire Tesoriero, Dr. Hugh O'Brien. Dispatcher Trainee Linda Guadagin and Dispatcher Gail Glister
- The harassment policy has been handed out we are getting returns.
- The emergency Medical card has been handed out and we are getting returns.
- The Suffolk Regional Emergency Medical Service Council, Guy Cassara has offered help with the Dispatch, Crew Confirmation & Mutual Aid protocol. I am directing Mike Bolz to make contact and discuss options.
- East Brentwood Fire Department is requesting patches.
- New ALS Check out Sheet has been completed and the ALS personnel are using and reviewing it.

Status Change: We are reviewing a Status Change for Diana Weinberg# 264

Equipment:

- 2-15-21 - the flooring has been installed and the lettering is on, apparently the right side running board was never delivered from Wheeled Coach in Florida. When that is done, delivery could be at any time.
- 2-1516 - 20 State Inspections completed by ACE Towing.
- 2-17-17 - three new tires were installed.
- 2-15-80 - Alternator replaced, front end work performed.
- 2-15-81 – water pump replaced.
- 2-15-17 – Battery charger problem – part should be in within two weeks.

Building:

- On call Power came in to check the generator. There was a concern over the weekend. The low voltage warning light was on, the problem was with LIPA. Back on automatic.
- We have a leak in the booster pump. WHM Plumbing has been in and has reviewed the problem. If it is a plumbing leas (Pipes) he will take care of it. If it is a pump problem he has them coming in to repair the problem..

Projects:

- Memorial Day Parade May29, 2006 Notice on wall – Breakfast – 0830 -1000 hours - John Maier will cook with his breakfast group.
- Testimonial Dinner in Honor of Edward A. Carpenter, Jr. See handout.
- North Shore LIJ EMT Basic Original Accelerated Summer Class – See handout.
- A Celebration of Life at North Shore Hospital in Manhasset 16th Anniversary – need recovering member Saturday, June 3, 2006 at 11:00 A.M. Sal and Norma will be going. The response card has been sent.
- Stair Chair
- Fire Chief's Council Of the Town of Huntington, May 22, 2006 @ Dix Hills Fire Department, Dinner at 7:30 PM Meeting @ 8:00 PM.
- Jeff Bartels a concerned citizen of Lloyd Harbor talked with me and gave me a report that he gave to the Incorporated Village of Lloyd Harbor. The report was about road way safety issues. He was asking for response times. I told him he had to FOIL the county. He opted not too. The phone conversation lasted one hour. He dropped off his report for us to review.

Secretary's Report – *Chris Blackwell*

LOA Requests:

Motion by R. Franz, seconded by R. Winter, to grant an Ext. MLOA to
Marc Meyer #306, effective 05/13/06 to 08/13/06.
Motion carried Unanimous

Motion by C. Schramm, seconded by R. Franz, to grant an Ext. MLOA to
Ona Mastroianni #1029, effective 04/29/06 to 07/28/06.
Motion carried Unanimous

Motion by R. Franz, seconded by C. Schramm, to grant an Ext. EdLOA to
Chris Hollweg #1095 effective 02/09/06 to04/02/06.
Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to untable the motion for Chris Hollweg EdLOA.
Motion carried Unanimous

Motion by R. Franz, seconded by, R. Winter, to grant an Ext. EdLOA to
Chris Hollweg #1095 effective 04/11/06 to 07/03/06.
Motion carried Yes: MC, RW, RF, RC* No: MM, WMB, CS
*The President voted to break the tie.

Return to Duty:

Mary Brenner #487 effective 05/12/06
Chris Hollweg #1029 effective 04/03/06

Letter of Intent:

A Letter of Intent has been sent to Brendan O'Donnell #1100. He is overdue from his EdLOA.

New Member Acceptance:

Motion by R. Franz, seconded by C. Schramm, to accept James Lynn # 1155
as a probationary member on Monday, 2300 to 0700 hour shift for Dispatcher only.
Motion carried Unanimous

Motion by R. Franz, seconded by C. Schramm, to accept Michelle Agoglia # 1158
as a probationary member on Sunday 2300 to 0700 hour shift.
Motion carried Unanimous

Motion by C. Schramm, seconded by R. Franz, to accept Pamela Brenner # 1157
as a probationary member on Saturday 1100 to 1500 hour shift for Dispatcher only.
Motion carried Unanimous

Vice President – *Martha Brenner,* as submitted

Martha Brenner and Tom Hogan have revised the Medical LOA SOP. After final review by the BOD, it will be sent to Jim Barkocy. It was agreed to wait until the next BOD meeting to discuss any suggestions for change with Martha.

Director – *Robert Franz*

Suffolk REMSCO May 9, 2006 meeting

The Suffolk REMSCO dispatch crew confirmation and mutual aid protocol implementation schedule that was approved by the REMSCO response committee on May 4, 2006 and by Suffolk REMSCO on May 9, 2006 follows:

1. Disseminate Letter from NYS Health Commissioner's Office to all EMS leaders including fire commissioners, chiefs, town/city political leaders, and VAC directors (especially new leaders)
2. Informational meetings about the protocol and FAQs in July and August 2006. These will not be traditional community input discussions on whether or not we should have or implement the protocol.
3. Agencies will have protocol in place by September 1, 2006 and be fully operational by January 1, 2007.
4. Requests for extensions or waivers should commence in September 2006 or as soon as possible.
5. Best Practice/What Works meeting to share ideas amongst EMS agency leaders.

NYS Assembly Volunteer Firefighters and Ambulance Workers Day on May 8, 2006.

Andrea Golinsky, Jerry Giacomini, Bernie Hershkowitz and I attended the NYS Assembly volunteer firefighters and ambulance workers day on May 8, 2006. In attendance were representatives of the NYSVA&RA, FASNY, NY Association of Fire Chiefs and the NYAssociation of Fire Districts.
I wish to report that on this day, the NYS Assembly passed 13 bills relating to Fire or EMS Bill # A1600, A1994, A7279, A8974, A10011, A10279, A10384, A10500, A10649, A10724, and A10725. Although passed by the assembly, these bills must also pass the senate before they are sent to the governor.

On that day, I was pleasantly surprised to have a resolution that honored me as recipient of the NYSVA&RA EMS Leadership Award. Richard Gimbl was also honored as the 2006 FASNY Firefighter of the Year.

State of New York EMS Memorial Dedication Ceremony – May 17, 2006

Andrea Golinsky, Jerry Giacomini, Bernie Hershkowitz and I attended the NYS EMS Memorial Ceremony. Event was attended by representatives of various agencies including SCEMS Bureau. The program for the event was copied and posted on the bulletin board. We also had an opportunity to drop by Assemblyman Conte's and Senator Marcellino's office.

General

I wish to thank the Board of Directors for supporting the various trips to Albany. It is very beneficial that legislative representatives and EMS representatives are aware of HCFAS involvement in EMS matters.

Director – *Carl Schramm*

An email was sent to Dave Mohr requesting a progress report from the Building Improvement Committee, but H2M has not gotten back to us with any information yet.

We are making headway with Alert Glass about the replacement of the exterior glass panels for the building thanks to the letter from our Attorney, Tim Glynn.

Director – *Chris Blackwell,* as submitted

The report was given by the President in the absence of the Director.

We have a report from the Social Committee concerning the Installation Dinner. We had 5 people listed as No Shows, but 3 people arrived unexpectedly. In all, we served 277 dinners. There were some people who attended the event and ate at the Cocktail Hour who did not stay for the sit down dinner.

We are still waiting for an accounting of the Easter Egg Hunt. Coordinator Ann Donegan must present the receipts to Co-Chair Mary Jane Woznick of the Social Committee.

Director – *Mike Milo*

All projects are status quo.

Director – *Mark Cappola*

The Paid ALS Committee is holding a meeting on June 21 at 1900 to discuss paid ALS personnel. We have invited chiefs from other departments who have already implemented paid ALS people to share their views.

I will be attending the Disaster Preparedness Emergency Management Conference and hope to learn methods to assist our own members should they suffer consequences from a hurricane.

Director – *Mike Barker*

The Membership Committee continues to process and interview new applicants from the winter 2006 RTE classes. A few changes have been made to the new Interview form, but it is working well. The spreadsheet has been distributed. A motion will be made this meeting to approve a vendor for the background check. The last thing we need to expedite the membership process is a refocused arrangement for the physical exam which should include a drug test and a strength test. I will work with Tom Hogan to make this happen.

The Recruitment Committee is still looking for a new Chairperson. Please let me know if you have any candidates.

Carmen Schlieben is chairing the Open House this Saturday May 20 from 1200 to 1600. Andrea Golinsky has placed the advertising in local newspapers. Flyers were distributed in classrooms this week, and signs have been placed in local storefronts. Besides a Recruitment desk, there will be ALS demonstrations, and tables focused on the Bike Team, blood pressures screening, Ident-A-Kid, building tours, raffles, of Mets tickets, and home first aid kits, helium balloons, as well as sandwiches, salads, and drinks. The Chief has given permission to hold the event in the truck room unless there is inclement weather. Tom Lemp will start an RTE class in early June to handle the expected flood of new applicants. We still need help before, during and after the event. Please come down to offer your assistance on Saturday.

I will not be at the BOD meeting on June 1 as I am working in Vancouver for two weeks. The May Performance Statistics and reports from the Membership and Recruitment Committees including the Open House will be presented on June 15.

Social Committee Report:

Andrea Golinsky asked that her name be removed from the purchase order for the Picnic as she did not have anything to do with obtaining the bid that was presented to the BOD. She signed the document and the information was changed after the fact. Mary Jane Woznick agreed to prepare another form with her own signature. Discussion followed. The BOD agreed the information should have been presented prior to the vote approving the caterer. The BOD requested the Andrea and the two Co-Chairs, Mary Jane Woznick and Brian Canty come to an agreement on this issue so there is no further conflict.

Motion by C. Schramm, seconded by M. Cappola to adjourn the meeting at 2314
Motion carried Unanimous.

Respectfully submitted:

Christine Blackwell
Secretary Approved________

Annette Hershkowitz
Assistant to the Secretary

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
JUNE 1, 2006

Present: Martha Brenner, C. Blackwell, C. Schramm, M. Cappola, R. Franz,
M. Milo, R. Winter
Absent: M. Barker
Asst. to the Sec. A. Hershkowitz
Guests: G. Orr, M. Conover, M. J. Woznick, A. Golinsky, Mary Brenner

The meeting was called to order at 1937.
The Secretary stated we have a quorum.

Motion by C. Blackwell, seconded by R. Franz, to accept he minutes of May 18, 2006 as amended.

Motion carried **Unanimous.**

R. Conover arrived at 2000 hours.

Proposals:

Motion by R. Franz, seconded by M. Milo, to accept the recommendations of the Second Deputy Chief J. Vogel, and the Operational Officers and authorize and approve Chief, R. Winter, to accept the 4/13/06 quotation bid of Stryker EMS Equipment of St. James, N. Y. and issue a purchase order for 6 Stryker chairs Pro model 6252 with locking rear lift handles and restraint set ($2,142.85 each) for a net amount of $11,657.10 including shipping and the trade in of 6 Ferno chairs for $1,200.00. The equipment will be covered by the warranty option to be determined by the 2nd Deputy Chief. The Stryker chair was chosen based upon evaluations by squad members. HCAD funds.

Motion carried **Unanimous.**

Treasurer's Report – *Carl Schramm*

Motion by C. Schramm, seconded by R. Franz, to authorize the payment of bills.

5/19/06 – 5/31/06	25 transactions	HCAD	$6,881.71
	3 transactions	HCFAS	$ 353.75

Motion carried **Unanimous**

Transfer of funds: $100,000.00 from HCAD Savings to HCAD Checking.

BONY check for $22,547 for reimbursement of HCAD for check written to WHM Plumbing not received.

Treasurer C. Schramm to speak with Vice President M. Brenner Re.: NYSDOH $700.00 reimbursement for J. Brenner's #1135 EMT Course.

Bob Franz congratulated Carl Schramm on his 2006 Nursing Spectrum's Nurse Excellence Award.

President's Report – *Reeve Conover*

1) May 23 accounting of our retainer with Glynn and Mercep attached.

2) Letter to Nicholas Barker from Glynn and Mercep received

3) Karen Thelan has been authorized to return all items to the squad and get a receipt from the dispatcher.

4) A partial second quote for the Communications System has been received by Drew Silverman from Multi-Media Communications. The quote does not include most of the expense of the project, and is attached along with a progress report from Drew.

5) A letter was sent to Senator Marcellino looking for additional funds towards our communications project. (attached)

6) We were supposed to discuss the concept of being able to respond to scenes – with no lifting – for Officers on a Medical Leave at the last meeting and it slipped my mind.

Chief's Report – *Roger Winter*

Status of Operations:

⇒ The Memorial Day Parade was May 29, 2006. Breakfast was served from 0830 - 1000 hours and John Maier was our able cook with some help from Bernie Hershkowitz , Norma Signorelli and others. Thank you for a great morning treat.
⇒ Roy and John Chiquitucto's parents were at the squad for the breakfast and short tour of our facility. They expressed thanks for putting up the service flag and banner. They need some support and they feel they received some from the squad. Andrea Golinsky took them under her wing.
⇒ Documents from the State of New York, Legislative Resolution Assembly No. 1988, Memorializing EMS week were given to us by Jim Conte and received by second Deputy Chief Joanne Vogel at our open house. Sally Staszak stated that no one was aware that Assemblyman Jim Conte was coming and they were not prepared to receive the proclamation. She felt it was very embarrassing. Andrea

Golinsky called the Chief to alert him about Assemblyman, Jim Conte coming to the Squad during the Open House to present us with proclamations for EMS Week.

⇒ 2-15-82, is being used for EMT classes at SCCC, Monday through Thursday 0700 hours to about 1500 hours. Occasionally it is also used during the evenings to go to LIJ about 1800 -2200 hours. They have been advised that the car is used by Bob Franz and Andrea Golinsky for meetings and the car will not be available then.

⇒ I had some personal business the last two days and I did not get to the Hurricane preparedness seminar Wednesday and Thursday.

⇒ Friday we will be testing the 800 MHz Radio System. The Huntington Town Agencies are scheduled for a test 1015 – 1030 hours of the Suffolk County Hurricane preparedness drill.

⇒ Call volume is slightly up from last year. This past month we were 409 calls up 1.24%. For the year we are up about 75 calls over last year to date.

Personnel Matters:

⇒ Mike Bolz would like to thank everyone for their kind thoughts, calls and e-mails this past week. He truly feels the family atmosphere at HCFAS.

⇒ Eileen Burns has expressed thanks to those who visited her at Huntington Hospital.

⇒ Robert Franz was on a temporary suspension from squad Friday May 26, 2006 through Monday 5/29/06, 0700 hours, non compliance with regards to overdue paperwork. R. Franz objected to the suspension as paperwork was turned in on time. R. Franz does not consider the matter closed.

Equipment:

⇒ 2-15-16 – State inspection completed

⇒ 2-17-17 – on board charger repaired.

⇒ 2-15-18- need siren needs repair.

⇒ 2-15-21- Checked out by Ace, new batteries, one new tire (These items noted by S/N before work started). An air conditioner part is on order and the hope is that it will be put in on Friday at ACE.

⇒ 2-15-80 –Alternator repaired, replaced the tires.

⇒ 2-15-81 – water pump repaired.

Building:

⇒ Traditional Air Conditioning repaired air conditioning in the ready room and administrative area.

⇒ Problem with the women's room toilet – continues flushing, the plumber will be in to look at it.

⇒ The booster pump will looked at on Thursday 6/1/06, Repairs if any to made on Friday , 6/2/06.
⇒ Apparently the wireless transmission points need outlets our electrician will be called as soon as the wireless transmitters have been finely located.

Projects:

⇒ I believe we sent the Suffolk County Volunteer Firefighters Burn Center Fund Inc. One dollar per member check? I received a notice to give again.

Secretary's Report – *Christine Blackwell*

LOA Requests:

Motion by C. Blackwell, seconded by R. Franz, to grant an EMLOA to Margaret Cornelius #704 effective 5/24/06 to 8/24/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Winter, to grant an EdLOA to Laurence Scott #1085 effective 5/30/06 to 6/30/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant an Ext. MLOA to Millie Gabriel #1028 effective 5/05/06 to 7/05/06.
Motion carried Unanimous

Membership Drops:

Motion by C. Blackwell, seconded by R. Franz, to drop from membership Brendan O'Donnell #1100 due to non-fulfillment of hours required and no response to communications from the Squad.
Motion carried Unanimous

Returning to Duty:

Mathew Cappola #1106 effective 5/19/06
Brain Milliken #1085 effective 5/17/06
Martha Greene #803 effective 5/22/06 – full riding status

New Member Acceptance:

Motion by C. Blackwell, seconded by R. Franz, to accept Bruce Hafner #1158 as a probationary member on Wednesday 1500 to 1900 hour shift.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Winter, to accept Jean Mamakos #1159 as a probationary member on Wednesday 1900 to 2300 hour shift.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to accept Joseph Frisenda #1160 as a probationary member on Sunday 2300 to 0700 hour shift, pending course instructors' confirmation of the successful completion of the ARC RTE & CPR courses.
Motion carried **Unanimous**

Vice President's Report – *Martha Brenner*

The fifth draft of the SOP for EMLOAs was presented and discussed. It will now go on to Jim Barkocy for preparation and presentation to the membership.

The SOP Committee will meet on June 5, 2006 at 1900.

Director Report – *Mike Barker*

1. HCFAS Performance Statistics – I received a call from Myles Quinn confirming that our signal 24 numbers for the first quarter 2006 are correct. They will make changes to their report.

As I am out of town on business until 09 June, I have not completed the May report. I will present it at the meeting on 15 June.

2. Membership Committee – We are working to make the Background Check viable, and will then make changes to the Physical Exam procedure to expedite the process.

3. Recruitment Committee – The Open House was a huge success on Saturday 20 May. Carmen and her committee did an outstanding job advertising and promoting the event, and most people feel that the audience this year equaled the group that visited our facility last year. Because the Open House was conducted in the truck room, the audience became much better acquainted with our operations, as the afternoon was busy. At one point, we had three ambulances on calls, a fact that most visitors were well aware of. Many people stayed for a long period of time, as the ambiance was friendly and there were a lot of things going on. There were more kids than last year, and blowing the siren on the last due ambulance was a very popular activity. Unfortunately, there were many fewer people who signed up for an RTE Class.

Carmen will be preparing a final report which will be presented at the 15 June meeting. There are a lot of people who deserve a well earned Thank You.

We still need a new chairperson for the Recruitment Committee. Please let me have your suggestions.

It was reported that Assemblyman Jim Conte attended the Open House and presented HCFAS with two proclamations for EMS Week.

Director's Report – *Robert Franz*

State EMS Council May 2006 meeting

Notes from the State EMS Council May meeting were distributed to President, Chief Operational Officers and posted on the bulletin board.

Life Insurance

Christopher Hollweg's group life insurance will be cancelled based upon his extended educational LOA being granted at the last meeting which puts his consecutive LOA period for more than 6 months.

TOH Approved LOSAP Report – 2005

The TOH approved the squad's 2005 LOSAP Report and returned the report to HCFAS for a mandatory 30 day posting period. The report has been posted on the bulletin board and is not to be taken down until the 30 day period has expired, through June 15. The President has to certify to the TOH that such report has been posted for the 30 day period.

Director's Report – *Carl Schramm*

David Mohr, chair of the Building Improvement Committee informed me the meeting for May 31, 2006 was cancelled because Joe Mile of H2M was in the emergency room with his daughter who fell and needed stitches. The meeting is rescheduled for Thursday June 8.

A letter from Tim Glynn, Squad attorney, states that we will have 37 windows replaced under the warranty, but the two damaged by birds and the 10 windows ordered for reserve will be our responsibility. A discussion followed. A motion for this expenditure will be required when all the details are resolved.

The President will speak with Mr. Glynn tomorrow morning to assure that the following measures are agreed upon:
1) 5 year warranty on all windows from date of install
2) Some contractual protections regarding insurance, interruptions in our operations, etc
3) Final payment not made until all warranty work completed
4) Get us the dimensions and weights of the storage crates for the attic stock

Carmen Schlieben did an excellent job on the Open House. She was advanced a check for $600.00 and has turned in receipts for $609.27. When Mike Barker returns, he will show her how to do the necessary paperwork for the Purchase Order.

Director's Report – *Christine Blackwell*

The Social Committee will have the report on the Installation Dinner for the next BOD meeting. The report will include all the names of those who were recognized for special honors: the Life Membership members, and the winners of the Officers Awards.

Mary Jane Woznick will rewrite the proposal for the Squad picnic and remove Andrea Golinsky's name.

Director's Report – *Mike Milo*

I will have a detailed status of projects at the next BOD meeting.

Red Alert is a slow process. We have a problem integrating old data with current data. The First Deputy and Chris Winter have not been able to add information as they would like to do. Mike will try to schedule with Reeve Conover next week and visit Commack VAC to see how they are making use of the programs.

Director's Report – *Mark Cappola*

I attended the 2006 LI/NYC Emergency Management Conference held at the LI Hilton on May 31-June1. The program was entitled "Back to Basics" and was designed to assist organizations in being better prepared for any future catastrophic events, although it focused mainly on hurricane preparedness.

In addition to attending the general sessions, I attended 2 breakout sessions on "Communications Interoperability" and "Sustaining Healthcare Services Pre and Post Hurricane". Both sessions provided information on plans and current capabilities to deal with their respective topics in the event of a disaster on Long Island.

Key speakers at the general sessions included FEMA personnel, local elected and civic leaders from Jackson County, MS., and local Nassau, Suffolk and NYC leaders. Richard Kessell, LIPA Chairman, stated in his opening remarks that when the next Category 3 storm hits Long Island, 800,000 homes and businesses will be without power and it will take weeks or months to "rebuild not repair" the LI electric grid. Other comments of consensus among the presenters were:

1) If we don't prepare now, we won't survive, and
2) At a minimum, every person on Long Island will need to be able to "hang on" without any anticipated assistance for a minimum of 72 hours.

First and foremost, we need to determine how we are going to take care of our members. One of the biggest problems experienced during Katrina was the lack of available first responders because they themselves and their families had become victims and either fled prior to the storm or were unable to respond. Our members cannot and should not be expected to report for duty if they are not able to ensure that their loved ones and their homes are safe. It is vital for HCFAS to have in place, a plan to educate and assist our members in preparing for, and surviving a hurricane.

I would like to give a brief presentation on this topic at the July Meeting. In the interim, I have begun to gather hurricane preparedness material to distribute. I am also drafting a "hurricane preparedness quiz" for the July PULSE and Michelle Miller is assisting me in preparing a Hurricane preparedness review training for July.

I am also working with the Building Committee on obtaining structural information to use in determining if it is feasible to bring members and/or their families to the building as temporary shelter.

I will make regular updates as info is received.

Old Business

A letter was distributed to all BOD members from Jerry Giacomini about his two trips to Albany. The letter will be read at the next General Membership meeting and will also be included in the next issue of the PULSE. It was a very nice letter.

Andrea Golinsky reports that there will be a new delivery of class A uniforms on June 27 at 1900 and any 'old' member who has not been fitted or new member who will be off probation by September is welcome to come down to be fitted. We will have another delivery of the uniforms made from the 6/27 fitting in September when any new members who will be off probation by December may come in for a fitting. In this way, we will have fittings every three months. If anyone would like to see if there is a uniform in the basement that would fit them, please contact Andrea to check this out.

Andrea has sent a letter to the President concerning our practices on taking bids from vendors for various events. The President has written a draft letter and asks the other BOD members to review it. Martha Brenner would like to review this topic next in the SOP Committee meeting.

Motion by C. Schramm, seconded by M. Brenner, to adjourn the meeting at 2314.
Motion carried **Unanimous**

Respectfully submitted:

Christine Blackwell
Secretary Approved_____________

Annette Hershkowitz
Assistant to the Secretary.

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
JUNE 15, 2006

Present: R. Conover, Martha Brenner, C. Blackwell, C. Schramm, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter

Asst. to the Sec. A. Hershkowitz

Guests: M. Conover, A. Golinsky, S. Staszak, M. J. Woznick

The meeting was called to order at 1930 hours.
The Secretary stated we have a quorum.

Motion by C. Blackwell, seconded by M. Cappola, to accept the minutes of June 1, 2006 as amended.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to accept the Board minutes for the Annual Installation, Inspection and Dinner, on March 11, 2006 as amended.
Motion carried **Unanimous**

Proposals:

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Chief Roger Winter and authorize the Treasurer to advance Standby Chairperson Alyssa Axelrod funds as needed (not to exceed $250 outstanding at any one time) for standby meals , meal allowance not to exceed #10.00 per person, for our crews. In order to be eligible the crew must be present at least 4 hours. The Standby Committee Chairperson will submit to the Chief and Treasurer, an accounting of the expenditures for the various standbys including all original receipts within 10 days of the standby, as per the PPP. HCFAS funds.
Motion carried **Unanimous**

Motion by B. Franz, seconded by M. Cappola, to authorize and approve the squad's New York State Volunteer Ambulance & Rescue Association (NYSVA&RA) District 7 delegates Andrea Golinsky and Bob Franz to attend the NYSVA&RA Pulse Check 2006 – 51st Annual Educational Conference & Trade Show from Wednesday 08/23/06 to Sunday 08/27/06 at Kerhonkson, NY at a course & trade show registration of $ 65.00 per person, pre conference Leadership Academy of $ 75.00 per person, hotel & meals (dinner to breakfast) of $ 688.00 per person, mileage, tolls and $ 60.00 for meals per day while traveling (Breakfast, Lunch, Dinner - alcoholic beverages will not be reimbursed). There will be no reimbursement for meals which are included as part of the conference cost. Each attendee will attend an aggregate combination of six of the following: educational sessions or youth team or adult team competitions or business meetings including voting of the Squad's and individual members' proxies or annual banquet or perform other NYSVA&RA conference or trade show duties as requested (such as

credentials, trade booth or registration duties) on Friday and Saturday and pre conference session on Thursday. The Thursday business meeting and Saturday evening business meeting and banquet must be attended. Attendees will obtain sales tax exemption certificate from the treasurer. Further to authorize with the approval of the Chief the use of vehicle 2-15-82 or other squad vehicle for transportation on the date of departure if the attendee requests such vehicle in lieu of HCFAS mileage reimbursement. Within 10 days of the conference end, each attendee will submit a list of the events attended including course completion certificates received with LOSAP forms (certificates not received will be submitted upon receipt with LOSAP forms) and each attendee will submit a synopsis of an educational session attended (cannot be the same session as another attendee) as part of the single group reimbursement documentation package. Upon request of the Chief, 2nd Deputy Chief or the Board of Directors (BOD), each attendee must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Advances of money are not permitted. Reimbursement of deposits due to no- attendance is the responsibility of the member, unless requested by the member in writing and approved by the BOD. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and include a statement that no other party is paying or reimbursing the attendee for this conference or any part thereof. All required reimbursement documentation for all attendees must include original receipts and be approved by the 2nd Deputy Chief and the Chief and be submitted to the Treasurer at the same time (single group reimbursement documentation package). The Treasurer will provide the Board of Directors (BOD) an accounting for this conference at the next BOD meeting following the request for reimbursement after the conference. Note: if other HCFAS member's are later approved for this conference attendance, then the BOD can insist that a squad vehicle or car pool be used for transportation for all attendees, if appropriate. HCAD funds.
Motion carried Unanimous

Motion by B. Franz, seconded by M. Cappola, to authorize the Secretary to complete the Squad's NYSVA&RA proxy designating Andrea Golinsky or another NYSVA&RA District 7 delegate or officer (if Andrea Golinsky is unable to attend) to cast the Squad's 25 votes at the August 2006 NYSVA&RA annual meeting at Kerhonkson, NY for the election of year 2006/2007 officers, for any By-Laws amendments and for other matters before the association.
Motion carried Unanimous

Motion by B. Franz, seconded by C. Blackwell, to authorize and approve Andrea Golinsky, the public relations committee chairperson and chief delegate to the NYSVA&RA District 7, to place a full page HCFAS ad in the NYSVA&RA Pulse Check 2006- 51st Annual Educational Conference & Trade Show journal at a cost of $ 125.00. Ad will be similar to the ad placed in 2005 journal. HCFAS funds.
Motion carried Unanimous

Motion by B. Franz, seconded by R. Winter, to authorize and approve HCFAS to donate a HCFAS engraved 1st , 2nd or 3rd Places for Problem 1 or 2 – 1st Responders trophy or other place-designation trophy to the 2006 NYSVA&RA Drill Competition Committee at a cost of $ 250.00. Andrea Golinsky will be responsible to submit the donation form to the NYSVA&RA. HCFAS funds.
Motion carried Unanimous

Motion by B. Franz, seconded by R. Winter, to authorize and approve NYSVA&RA District 7 Squad Delegate Andrea Golinsky to issue a purchase order for a donation of $ 60.00 to the NYSVA&RA for their Pulse Check 2006 educational conference public relations room. HCFAS funds.
Motion carried Unanimous

Motion by B. Franz, seconded by C. Blackwell, to authorize the Secretary to complete the NYSVA&RA 2006/2007 annual squad report and approve the payment to NYSVA&RA of $ 110.00 plus any increase (not more than 20 %) approved at the NYSVA&RA annual meeting for Squad membership annual dues for the period 10/01/06 to 09/30/07. The annual squad report will name Andrea Golinsky as Chief Delegate and Bob Franz as an alternate delegate, or any other designees appointed by the President. Further the Chief Delegate will be responsible to timely distribute District 7 Minutes to the President and the Chief and to post a copy of the minutes and the Blanket publication on the Bulletin Board. HCAD funds.
Motion carried Unanimous

Motion by B. Franz, seconded by to approve and pay annual dues requests of $10.00 plus any increase (not more than 20%) approved at the NYSVA&RA annual meeting for new or renewal individual membership in the NYSVA&RA for any HCFAS member for fiscal year ending 09/30/07. HCAD funds.
Motion carried Unanimous

Motion by B. Franz, seconded by R. Winter, to approve a voluntary contribution of $ 1,000.00 to the NYSVA&RA in connection with their solicitation request for contributions due to their financial difficulty in covering their expenses. HCFAS funds.
Motion carried Unanimous

Motion by B. Franz, seconded by R, Winter, to approve and pay annual dues requests of $ 25.00 plus any approved increase (not more than 20%) for new or renewal active or affiliate membership in the New York State Association of Fire Chiefs for any Director or Chief Officer holding office in 2006 or 2007 and for any past President or Ex-Chief. HCAD funds.
Motion carried Unanimous

Motion by B. Franz, seconded by R. Winter, to approve and pay annual dues requests of $ 10.00 plus any approved increase (not more than 20 %) for new or renewal active or affiliate membership in the Firemen's Association of the State of New York for any Director or Chief Officer holding office in 2006 or 2007 and for any past President or Ex-Chief. HCAD funds.

Vote: Y- N- A- Unanimous

Motion by M. Cappola, seconded by R. Franz, to authorize and approve the participation by Explorer Post 215 in a Glendale Volunteer Ambulance Drill Competition on June 24, 2006 at Forrest Park, Glendale, N. Y. at a registration cost per event not to exceed $ 25.00 per team, with a maximum of two teams, and aggregate incidental costs (food, snacks, beverages) not to exceed $ 100.00 per event. With the approval of the Chief, HCFAS will provide an ambulance and other squad vehicle(s) for transportation to and from the event, equipment and first aid supplies used by the teams in the competition. The Chief Advisor will obtain the necessary BSA permits and ensure proper and adequate transportation and supervision. Further with permission of the Chief Advisor and Board liaison, Explorer Post 215 may participate in other Drill Competitions on Long Island in 2006 on TBD at TBD under the above terms and conditions and the Board of Directors will be informed in advance of these events. Post 215 funds.

Motion carried Unanimous

President's Report – *Reeve Conover*

I received no comments on my response letter to Andrea Golinsky in the allotted time and forwarded the letter to her. A copy was put in everyone's mailbox.

I am canceling the 7/20/06 and 8/17/06 Board of Directors Meetings at this time, to allow Board members to enjoy the summer.

A reminder that we will be opening bids on the First Responder Cars at the July 6 BOD Meeting.

A comparison of our mutual aid statistics, compared to all others with at least 1000 alarms at the end of May, according to the SCFRES report, which we know has a slightly higher number than our actual statistics:

Department	24 %
HCFAS	0.74 %
North Shore Paramedics	0.88%
Commack Ambulance	1.80%
Sayville Ambulance	3.92%
North Babylon FD	4.59%
Brentwood Ambulance	8.33%
Central Islip VAC	12.00%
Bayshore Ambulance	13.62%

2007 will be our 40th Anniversary. Should we plan a special celebration to mark the event? We will discuss this with Brian Canty, Social Committee Co-chair and Installation Dinner planner.

The September General Membership meeting will fall on 9/11. It is a dinner meeting to honor members for long service to HCFAS. Should we plan a special memorial meeting for that date as well?

We have a copy of a letter sent by Tim Glynn, our attorney, to Alert glass citing the expectations of a contract we will sign to have the exterior windows replaced under the warranty and the windows that were damaged by projectiles. R. Franz would like a copy.

Treasurer's Report – *Carl Schramm*

Motion by C. Schramm, seconded by C. Blackwell, to authorize the payment of bills.

6/13/06 to 6/14/96	38 transactions	HCAD funds	$25,582.67
6/13/06	9 transactions	HCFAS funds	$ 5,449.60

The check from BONY has not arrived. The Treasurer called BONY this week.

The reimbursement for Jeff Brenner's EMT class has not come in from NYSDOH. It may be necessary to send a copy of all paperwork to the State to request the status.

Chief of Operations Report – *Roger Winter*

Status of Operations:

- We are doing very well with our calls and response's. I again congratulate the members on an outstanding job.
- We have24's every month, 2-3, but it is usually after multiple calls.
- I sent regret to Eaton's Neck Fire Department, that we would not be participating in their 50th Parade on the 4th of July.
- East Northport Fire Department held an ALS Meeting, Tuesday June 13, 2006, with dinner. There was a good discussion of ALS equipment and response regarding ALS intercepts.
- The Huntington Manor Fire Department parade is July 5th. A notice will go up.

Personnel Matters:

- Has anybody heard from Brendan O'Donnell? Mary Conover reports that he came into the Squad to report that he would be too busy to ride this summer. His key has now been deactivated.
- Karen Thelan's equipment has not yet been returned to the Squad. The attorney will now need to contact her.

Letter of Intent:

- Chris Mohan letter of intent, 6/13/06. Chris is long past his Ext. MLOA. He did not get back to anyone regarding his return to duty.

Equipment:

- 2-15-18- Out to Shanker Neville to complete contracted repair work started earlier.

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Building:

- ⇒ The booster pump was repaired on Friday, 6/2/06.
- ⇒ Berger's plumbing was in on Thursday 6/15/06 to repair the leak in the basement and all the toilets and urinals have been checked.
- ⇒ Apparently Mickey, Mini and off spring are back. We will call the exterminator again.

Projects:

- ⇒ Dr. Timson's office is holding up Kathy Geary's return to duty form. Kathy was at the office. She has been cleared by her own physician.
- ⇒ Roy Chiquitucto is scheduled to stop in while on his R&R and expected to visit his crew on June 18, 2006 (1500 shift). Time TBA.

For the Chief:

- ❖ The authorization for the purchase of new Stryker stair chairs did not stipulate the details of the warranty. The 2nd Deputy Chief has confirmed that a two year warranty on parts and our contract with Medpro will assure proper repair coverage for the new chairs.
- ❖ The men's bathroom off the Ready room is becoming messy with individual members' personal hygiene articles. A cabinet for storage may be in order to make things neat. We do have visitors using that bathroom.
- ❖ Can we ask the members to be respectful of squad equipment by not putting their feet up on the furniture, sitting on the dispatch console or a table?
- ❖ Several members have been using the squad tee shirts and gray golf shirts on calls as the standard uniform. The uniform is the white shirt. The *white* golf shirts may be used for *back up* calls and for off duty hours.
- ❖ Who has been nominated by the Officers for the REMSCO awards? Bob Franz, as a representative at the REMSCO meetings would like a copy of the list and the summaries written for the nomination. It is not necessary that the nominees be surprised. It is an honor to be considered and they should know they were considered.
  The Harriet E. Walen Leadership award - Chris Winter, Andrea Golinsky
  The EMS Communications Award - Margaret Cornelius,
  Registered Professional Nurse – Anne Maloney
  BLS Provider of the Year – Eileen Burns, Monique Moreno,
  ALS Provider of the Year – Paul Kelly
  EMS Educator of the Year – Mary Winter, Mary Conover

Secretary's Report – *Christine Blackwell*

LOA Requests

Motion by C. Blackwell, seconded by C. Schramm, to grant an Ext. MLOA to Patricia Recinello #740 effective 06/02/06 to 09/01/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant an EMLOA to Eileen Burns #767 effective 05/26/06 to08/26/06. Administrative duties continue.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant an OpLOA to Julie Stone #1093 effective 06/01/06 to 09/01/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant an EMLOA to Alison Russo #884 effective 05/30/06 to 06.30/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant OpLOA to Michael Marinello #1046 effective 06/22/06 to 09/07/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant an EdLOA to Mark Kolpon #1059 effective 06/12/06 to 01/12/07.
Motion carried Yes: MB, CS, MC, WMB, RW, MM, CB. No: RF

Resignations:

Motion by C. Blackwell, seconded by R. Franz, to accept the resignation of Probationary member Monica Fredericks #1147 as a member effective 06/07/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept the resignation of Laurie Morrison #977 as a member effective 06/01/06.
Motion carried Unanimous

Returning to Duty:

Jill Decker #908 effective 06/01/06.
Marc Kolpon #1059 effective 06/07/06.

New Member Acceptance:

Motion by C. Blackwell, seconded by R. Franz, to accept Kurt Vetter #1161 as a probationary member on Thursdays, 0700 – 1100.
Motion carried Unanimous

Vice President's Report – *Martha Brenner*

The Emergency Medical Leave of Absence – EMLOA – has been forwarded to the SOP Committee. It should be ready for presentation at the General Membership meeting July 10. A clean copy will be forwarded to the BOD members as soon as it is available.

The SOP Committee will meet three times this summer to keep the project moving forward. The next focus will be on the Purchase Policy – PPP - and that will be ready for presentation to the members at the July or August General Membership meeting.

Director – *Mike Milo*

Red Alert

We have agreed to pay Alpine an annual support contract that will cover us from 12/01/05 to 12/01/06. A copy of what the support means will be placed in all BOD members' mailboxes. The original contract was for programs to handle the fund drive, LOSAP, and personnel. Using the format as written will show us where the changes need to be made and we can adjust the program to better meet the needs of our VAC instead of a F.D. All the problems seem to be with the data base conversions. We would be fixing the data base as we move along. I plan to meet with Reeve Conover and arrange a visit to CVAC to see how the programs are working for them. There are several companies using Red Alert, but they are fire departments and they would not need the changes we will need. Each new program we purchase will add 15% of the program cost to the annual support contract. It is best to get the three programs we have running before adding more. Mary Conover asked if Alpine would send a representative to teach several members here. A conference call would probably work as well and can be arranged. Carl notes that there is a day dispatcher working for Melville who is also a rep for Red Alert. Perhaps he can offer some suggestions or assistance.

Website

I tried to reach Scott ***Debody*** at Planet Net Media but have not made contact. Based on email between Reeve and Planet Net Media, we do not need to spend any more money. We do need to ask what is needed to start phase II. I have asked John Maie to assist Megan Sarcona to get the program running. He is bright and may be able to speed things up. I will try to reach Planet Net Media tomorrow.

I want to focus on Red Alert and the Website to see progress before moving on to other projects we have in mind. These two take a lot of time.

The Chief has not been able to log in so he has not had access.

Director – *Mike Barker*

The **HCFAS Performance Statistics** for May were distributed to the Officers on 10 June and the Board this evening. During May, we handled 409 calls, 13.2 per day, with two signal 24s.

The **Membership Committee** has 14 prospects in various stages of the process, including one to be considered by the Board tonight, Kurt Vetter. The spreadsheet has been distributed. An acceptable acknowledgement form for the new Background checks is being developed. Scheduling the medical exam and receipt of the results causes the greatest delay. I will meet with Tom Hogan to try to expedite this process.

The **Recruitment Committee** in conjunction with the Membership and Public Relations Committees organized the **Open House** on Saturday 20 May. The Spring **Open House** is held in conjunction with National EMS Week and its primary function is to remind the community who we are and what we do. By that gauge, it was very successful, as we had many families, elderly residents, and children in the truck room, where they had an opportunity to enjoy demonstrations of BLS and ALS Skills including CPR and AED, as well as blood pressure screenings, the Bike Team, building tours, raffles of Mets tickets and home first aid kits, and a light lunch. Tours of an ambulance and the antics of Andy the ambulance were very popular. Carmen, Sally, and Andrea should be commended for their efforts.

However, we received few inquiries about membership. Although several were interested in the scheduled RTE class, nobody attended the first session of that class. In an Open House format, there is no way to guarantee the success of the recruitment function.

The Committee will meet next week to plan a September Recruitment Gathering similar to our January event focused only on membership inquiries, immediately followed by an RTE class. We had 18 people pass the two classes that started last January, and we hope for similar success.

We are still looking for a permanent chairperson for the Recruitment Committee.

Roger Winter would like to congratulate Mike on the excellent job of keeping the statistics on our times. He is doing an excellent job. This also shows the Squad is doing well.

Director – *Robert Franz*

TOH Approved LOSAP Report – 2005

The TOH approved 2005 LOSAP Report has been posted on the bulletin board for the mandatory 30 day period and I understand that no changes have been reported to the President. The certification of the posting period will be completed and sent to the TOH early next week. The TOH will then transmit all the required documents to Penflex, Inc. who will bill the TOH for the 2005 contribution based upon their actuarial computation. Penflex will then prepare the 2005 participants' statements for distribution to each squad member.

SC FRES Recruitment Committee

At the June 21, 2006 meeting, a selection will be made for the recipients of the SERVES SCCC tuition assistance scholarships. One squad member has applied for this program.

NYSVA&RA District 7 and Association Board Meetings

At the June 20th District 7 meeting at Cold Spring Harbor Fire Department a non core CME session on Drowning will be presented at 7PM.

Andrea Golinsky and I will be attending the Association's Board meeting in Albany on June 24th and June 25th.

Nominations for Association Awards are due by June 24, 2006.

SC FRES MEDCOM

The May 2006 MEDCOM call statistics for Suffolk County EMS agencies has been distributed to the President, Chief, Chief Dispatcher and Director Barker. Their number of 24's for HCFAS is still greater than our records but thanks to Director Barker contacting Myles Quinn the difference has decreased.

SC EMS

I informed Chief Winter that the CPR Pocket guides (English & Spanish) have been received and available for pick up from Ellen Komosinski at SC EMS.

D**irector** - *Carl Schramm*

A copy of the expenses for the Easter Egg hunt is distributed to all of you. I averages about $11.00 per child. It obviously took considerable time and effort to organize. There were so many stops for the shoppers.

The new voucher from the TOH is confusing. Bob Franz has agreed to look at them with Carl.

The Building Committee, chaired by Dave Mohr, had a meeting last Thursday. H2M has produced a design for the new kitchen and David should have proposals ready along with copies of the design by the next BOD meeting. Dave should be reminded that with only one meeting in July and one in August, the earlier they proposals are in the better.

Director – *Christine Blackwell*

There is nothing new to report on the Social Committee.

Bob Franz comments that the response to a letter from Andrea Golinsky concerning our bid process for social events did not answer the questions raised by Andrea. Reeve Conover and Bob will meet to discuss this question.

Director – *Mark Cappola*

POST 215 – Motion to allow the post to attend the Glendale Competition on Saturday, June 24th.

UNIFORM COMMITTEE – There has been a substantial delay in getting a sample patch for the Class A uniforms. Apparently, the company we have been working with is a "mom and pop" company that can't meet our needs on a timely basis. I've discussed this with Andrea and given her leads to national suppliers. She is going to reach out to these other suppliers and to the Class A uniform supplier to see if we can't at least get a sample to work with.

HURRICANE PREPAREDNESS (HP) **-** I am moving faster than the winds of a Cat 3 to get our HP plans up and running.

To date, I have submitted an HP Quiz to the PULSE, which will be printed in the July issue. Also, 2nd Deputy Joanne Vogel and Mary Winter have given the okay to have the quiz with backup material used for the July Review Training. They have all the copy. It was suggested that, as an incentive for people to read the material and take the quiz, that a random drawing for one $100 gift certificate from a local restaurant be held at the July meeting. To enter the drawing, members would have to submit a copy of the completed quiz to me by the July meeting date with their name and number on it. I hope that the BOD will authorize this recommendation. I am working with Michelle Miller on putting together a presentation at the July membership meeting. As part of her college internship, she has worked with Suffolk County OEM and her brochure on HP will be reproduced and distributed to all homes and schools on Long Island. I plan to show a 10-minute video produced by LIPA, which was distributed at the HP conference and to distribute handouts prepared by Michelle. Her expertise in HP is invaluable and I am fortunate to have her help and advice.

The key to a successful plan for HCFAS is to be able to help our members prepare for and survive a hurricane. If they are not prepared to help their families and safeguard their property, then they cannot and should not be expected to report for duty as 1st Responders. So it is imperative that we help ourselves by helping our members. The most likely scenario will be that members who do not have a safe place to evacuate to or who do not have a plan in place to ride out the storm at home, will want to have a location to bring their families. They may look to any shelters that the county may open or they may look to us to offer temporary shelter so that they may perform their 1st responder duties AND protect their families. Even if shelters are not opened, the anticipation of the loss of power may necessitate moving family members out of their homes during the storm. After the storm passes, we would look to assist in relocating family members back home if possible or to more long-term shelters. We need to determine how many members anticipate having to come to HCFAS so that we can determine if we can accommodate them. Once we know approximately how many people to expect to be "knockin' at the door with bags in hand", we can determine our capacity to offer temporary shelter. I am simultaneously looking into obtaining necessary supplies to have on hand at the building, and working on the member needs survey to help answer these questions. Thanks to everyone who is helping me to get the word out.

It is estimated that it will take at least 72 hours to evacuate the Island.
Hurricane Gloria was a category ONE.
We have asked Dave Mohr to clarify with H2M the ability of the windows that clad our building have to protect us from high wind and flying projectiles.

PAID ALS – Meeting scheduled for 6/21 has been changed to 6/28.

New Business

There are 20 poles stationed around the perimeter of the building to protect the structure from moving vehicles. They are rusting and not easily visible. One painter who was consulted asked for $1500.00, which the Chief thinks it is excessive. Another bid is for $500.00. No members are willing to do the job. A white or bright yellow may help the polls to be more visible, although that color will clash with the building colors. Safety is more important than design. The Chief wanted to alert the BOD of this future cost.

Motion by M. Brenner, seconded by M. Cappola, to adjourn the meeting at 2215 hours.
Motion carried **Unanimous**

Respectfully submitted:

Christine Blackwell,
Secretary Approved 7/6/06

Annette Herskowitz
Assistant to the Secretary.

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
JULY 6, 2006

Present: R. Conover, Martha Brenner, C. Blackwell, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter.
Asst. to Sec.: A. Hershkowitz
Absent: C. Schramm
Guests:, N. Signorelli, S. Signorelli. P. Nakelski, A. Golinsky, B. Canty, S. Newman, M. Conover, P. Brenner, M. Bolz, Mary Brenner, M. Cornelius, E. Burns.

The meeting was called to order at 1933 hours.
The Secretary stated there was a quorum.

Motion by C. Blackwell, seconded by M. Cappola, to accept the minutes of June 15, 2006 as amended.
Motion carried Unanimous.

Proposals

Motion by C. Blackwell, seconded by M. Brenner, to accept the recommendation of the Chief Winter and 2nd Deputy Chief Vogel and authorize and approve Martha Brenner, Brian Canty, Michele Miller, Cindy Cairl, Paul Biersack, Sal Signorelli, Chief Roger Winter and Mary Winter and such other members as approved by the 2nd Deputy and the BOD prior to July 31, 2006, to attend the EMS Expo in Las Vegas, NV from Tuesday September 26, 2006 to Saturday, September 30, 2006 at a registration cost of $645 for the first 7 members and $130 for each additional member, hotel accommodation's of $596.00 per single/double room plus taxes ($149.00 per room single/double per night plus taxes), meals not to exceed $68.00 (breakfast, lunch, dinner) per person per day, providing no meals are included as part of the registration package and any alcoholic beverages are excluded for reimbursement, round trip coach airfare of $400.00 per person and, if required, car service from/to Huntington to/from the airport of $44.00 per person per trip, round trip shuttle bus airport to hotel not to exceed $20.00 per person and daily bus or taxi fares as needed per person. Each attendee will attend a minimum of 3 education sessions each day. A listing of the sessions attended, the course completion certificates received with LOSAP Forms (certificates not received will be submitted upon receipt with LOSAP Forms to the Second Deputy Chief and to the Treasurer) and attendees as a group will submit a synopsis of at least one session attended per day per person as part of the reimbursement documentation. The 2nd Deputy Chief or her designee will put the synopses in a binder for members' review. Upon the request of the Chief, 2nd Deputy Chief or the Board of Directors (BOD), the member must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Advances of money are not permitted. Reimbursement of deposits or prepaid tickets due to no-attendance is the responsibility of the member, unless requested by the member in writing and approved by the BOD. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and include a signed statement

that no other party is paying or reimbursing the attendee for this conference or any part thereof. All required reimbursement documentation for all attendees must include original receipts and be approved by the 2nd Deputy Chief and Chief and be submitted to the Treasurer at the same time (single package) within 10 days of return from the conference. The Treasurer will provide the BOD an accounting for this conference at the BOD meeting immediately following the request for reimbursement after the event. HCAD Funds.
Motion carried Unanimous

Motion by R. Winter, seconded by M. Cappola, to accept the recommendation of 2nd Deputy Joanne Vogel and approve member Fernando Rivadeneira's (# 965) request to attend an EMT-B Refresher course at Our Lady of Mercy Medical Center Institute for Emergency Care Training, The Bronx, NY starting on Thursday July 27, 2006, and authorize and approve reimbursement for an amount not to exceed $600.00 (includes reimbursement Squad receives from NYS DOH) for tuition and fees, books and mileage payable upon successful completion of the course and receipt of his/her NYSDOH EMT-B certification, reimbursement certification and the NYS DOH reimbursement.
Member must be a member in good standing at the time of reimbursement except member does not have to be off probation. All other conditions of Section 10 of the PPP remain in effect. Fernando will provide a signed statement that no other party is reimbursing or will reimburse any part of the costs. Further Fernando will reimburse the squad up to $600.00 for any reimbursement(s) that he may receive from any other party(ies) that exceeds the cost of the tuition, fees, books and mileage at $.31 per mile less $600.00. Prior to reimbursement and within 10 days of the receipt of their EMT certification card, Fernando will provide the 2nd deputy chief and treasurer with the required documents in order for the squad to properly file for a course reimbursement of $335 with the NYSDOH EMS Bureau.
HCAD funds
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Director Milo and authorize him to accept the proposal (attached) # HCFAS-23 from Alpine Software for the creation of 17 reports (list of report titles is attached). Additionally for minor module customization for the RedAlert Personnel module, at a cost not to exceed $1,980. HCAD Funds
Motion carried Unanimous

Motion by M. Cappola, seconded by R. Franz, to accept the recommendation of the Chiefs Office and approve the revised sign-out sheet for 2-15-80, -81, -82, and -83, HCFAS Form # 395 as amended. The radio sign-out sheet would also be kept in the sign-out book.
Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to authorize and approve the use of a Squad vehicle at the Chief's discretion or the use of a member's personal automobile with mileage reimbursement for the purpose of attending a Saturday July 15, 2006 memorial service in Queens (Flushing) for Jean Gourley past member and Treasurer of the NYSVA&RA. The Squad's NYSVA&RA District 7 delegates Andrea Golinsky and Bob Franz and other interested members

are authorized to attend and further, Andrea is authorized to extend an invitation to other District 7 or 4 delegates, officers or members to ride in an authorized Squad vehicle to attend this service. HCAD funds.
Motion carriedUnanimous

Motion by R. Franz, seconded by M. Brenner, to accept the recommendation of Chief Winter and authorize and approve the operational officers to determine all eligible candidates from HCFAS active membership list and requests received and to choose a nominee for the NYS Volunteer Recruitment Service Scholarship (NYSVRSS) based upon the NYSVRSS eligibility criteria and the Squad's guidelines. The Chief will immediately inform the Board of Directors of the nominee selected and complete and submit the required application by the deadline of August 1, 2006. The Chief or the President, as applicable, will sign the NYSRVSS re-certification form for prior eligible scholarship recipients.
Motion carried Unanimous

Treasurer's Report - *Carl Schramm*

Motion by R. Franz, seconded by M. Cappola, to authorize payment of the bills.

6/16 to 6/31/06	31 transactions	HCAD funds	$30,974.95
6/16 to 6/31/06	2 transactions	HCFAS funds	$ 1,520.90

Motion carried Unanimous

The President has asked the Treasurer twice for reports to create a report for the General Membership Meeting. The Vice President has also offered to assist the Treasurer, but he has not met with her.

A copy of the voucher form for reimbursement for a course for Jeff Brenner is needed to recreate the information that was previously submitted to the State. The files in the Treasurer's office are locked and no one else has access. Bob Franz may have a copy of the forms and will give them to Martha.

Andrea Golinsky must have a check cut for the final payment on the picnic within the four days leading up to the picnic 7/21/06.

The monies for members who march in the Commack parade on July 15, will also be needed.

The check from BONY has finally come in but is incorrectly made out to WHM Plumbing and needs to be made out to HCFAS. The Treasurer sent it back for correction.

The letters from the Treasurer to the Committee Chairs to request their budget for 2007 have not been distributed.

President's Report - *Reeve Conover*

Karen Thelan did not return her items, and the attorney is following up with her. The President will contact the attorney to see how this is progressing.

Correspondence was received from the Attorneys office regarding Alert glass and is attached for review, comment and a decision on how to proceed. *The weight of 115 lbs. listed is the glass without the protective wood frame. We need the dimensions of the glass in the storage crates. We are not sure how many windows to order and keep in storage. A storage place may prove necessary.*

After yet another complaint of potential theft in the crew lounge, the President *requested Brian Canty* to get us a quote to fully cover the member's mail folders and crew lounge areas with security cameras.

I have selected a Life Membership Committee and am waiting for confirmation that they all are willing to serve. The information will be distributed to the committee once they have agreed to serve. *The names were read to the BOD.*

At the Tuesday July 11 working session, I wish to discuss the following items and get a consensus from the Board as to how to proceed:

Development of a Code of Ethics and reporting potential conflicts of interest
Capital Reserve Fund management
Financial Training for Board Members
40th Anniversary Celebration
Projects for the second half of the year.

Chief's Report - *Roger Winter*

The Chief requested the New Vehicle Committee Chair, Brian Canty, to step forward and open the three sealed bids he has received from four requests for new responder vehicles. The results were:

Odssey:	2007 Suburban - $65,705.	2007 Chevy Taho - $59, 847.	
First Priority :	2007 Suburban - $54, 452	2007 Chevy Taho - $47, 950	- with trade ins.
Proliner:	2007 Suburban - $74,500	2007 Chevy Taho - $71,200	- with trade ins.

Henderickson did not submit any bids.
The New Vehicle Committee will review all the data and prepare a report for the BOD by the August 3 meeting. Thank you to Brian and his committee.

Status of Operations:

- ⇒ We have had 3 Signal 24s this month, but it usually after multiple calls.
- ⇒ The Huntington Manor Fire Department Parade went off smoothly. Forty-four members and explorers attended.

Personnel Matters:

⇒ Robert Franz will be presented with his proclamation granted by the State Assembly from James Conte at the Monday Meeting in July.

Equipment:

⇒ 2-15-16 –New Front Tires, the tread was below the minimum
⇒ 2-15-17 – Replaced Alternator
⇒ 2-15-18- Out to Shanker Neville to complete contracted repair work started ear
⇒ 2-15-21- Replaced Alternator

Building:

⇒ The mice are back. We will call the exterminator again

Secretaries Report - *Christine Blackwell*

LOA Requests

Motion by C. Blackwell, seconded by R. Franz, to grant an EMLOA to Tomoko Hirasawa #1129 effective 6/16 to 9/16/06
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to grant an EMLOA to Greg Orr #983 effective 6/16 to 9/16/06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to grant an OpLOA to Audra Rumpelein #1031 effective 7/1 to 10/1/06
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to grant an Ext.MLOA to Karen Maresco #999 effective 6/29 to 9/29/06.

Motion carried **Unanimous**
Motion by C. Blackwell, seconded by R. Franz, to grant an Ext.MLOA to Drew Silverman #565 effective 7/1 to 10/1/06
Motion carried Yes: MB, MC, RF, MM, CB, RW. No: WMB

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Mary Beth Kraese #873 effective 6/16 to 9/16/06.
Motion carried **Unanimous**

Returning to Duty:

- Eileen Burns #767 effective 6/16/06
- Clara Elliot #416 effective 6/6/06

- Kathy Geary effective 6/22/06

Resignations:

Motion by C. Blackwell, seconded by R. Franz, to accept the resignation of Kristen Murphy #1088 as a member, effective 6/16/06.
Motion carried Unanimous

New Member Acceptance:

Motion by C. Blackwell, seconded by R. Franz, to accept Monica Mulchandani #1162 as a probationary member on Sun. 1500 to 1900 hour shift pending a copy of her green card if required per counsel.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept Heidie Magerle #1163 as a probationary member in Sun. 0700 to 1100 hour shift.
Motion carried Unanimous

Members Off Probation:

Motion by C. Blackwell, seconded by R. Franz, to grant active membership to Ozlem Bilgen #1145 effective June 27, 20006 in accordance with the By-Laws Article III, Section 2.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant active membership to Paul Rittenhouse #1146 effective June 27, 2006, in accordance with the By Laws Article III, Section 2.
Motion carried Unanimous

Vice President's Report - *Martha Brenner*

The By - Laws and SOP Committee had their meeting but I was unable to attend so do not have a report. The next meeting is July 14 at 1900 hours and all are welcome to attend.

Jim Barkocy made a few small word changes in the Medical LOA wording and that will be in the PULSE. It would be good if we could discuss the new changes at the next General Membership meeting but I cannot be certain the PULSE will arrive in time. The information was sent to Sir Speedy on Friday June 30, but Sir Speedy was closed through the holiday weekend until Wed. July 5. I was assured they would try to get it out by Friday, but that may not be sufficient time for everyone to get it from the post office. I will be having a meeting with KINKOS to see what their services may charge.

Director - *Mark Cappola*

Paid ALS
Meeting June 28, 2006

ATTENDEES
<u>Members:</u>

Reeve Conover	Mary Conover
Mark Cappola	Joanne Vogel
Robert Franz	Eileen Burns
Roger Winter	Spencer Newman
	Joe Denimark
	Joe Costello (also serves as EMS Supervisor for Copiague F.D.

<u>Guests:</u>
John Blosser, Capt, 2nd Precinct, EMT-CC with Dix Hills FD
Bob Cavalieri, Ex-Chief CVAC, Lead Medic for Dix Hills FD and Setauket FD
Tom Cronogue, Ex-Chief Wyandanch Wheatley Heights, EMS Supervisor, Deer Park FD
Larry Feld, 1st Asst Chief, Dix Hills FD
Angela Ferrara, SCPD and Melville FD Lieutenant
Phil Tepe, Ex-Chief Dix Hills Fire Dept.

Our guests were asked to provide their comments and perceptions in a general discussion:

There were several issues that rose to a higher level of importance during the discussions:

a) Outline Your Objectives – have a clear set of goals, and objectives before you move forward
b) Lay out a timeline for achieving specific steps.
c) Start Easy – consider per diem employment
d) Keep your members informed all along the way – don't allow rumor to become fact
e) Expect that there will be resistance and complaints from the membership
f) Officers and BOD members are the cheerleaders and must work to convince the members that this will ultimately be better for them, the organization, and the public.
g) DO NOT hire from within the organization
h) Hire team players – including supervisor and ALS personnel
i) Clearly lay out the duties and responsibilities of paid personnel in advance of hiring
j) Limit employee and volunteer interaction - keep paid ALS in the field as much as possible
k) Entertain petty complaints and grumblings for 30 days after the program begins after that, tell members its time to move forward.

Our guests have offered to send us information on how their paid programs were instituted and will share key documents such as hiring guidelines, duties and responsibilities, contract guidelines, etc.

UNIFORMS

We continue to have some problems with uniforms being distributed without proper documentation. I am working with Brian Canty to rectify this matter. At the Officers meeting of June 22, I spoke again about this issue and asked them to be aware of the new forms and to use them whenever uniform pieces are distributed.

EMERGENCY PREPAREDNESS

Members are completing the July Review Training and placing copies of the completed forms in my mailbox. I will go out and pick up gift certificates at a local restaurant to be raffled off at the July membership meeting. Also, at that meeting I will be distributing a packet of Hurricane preparedness info for the members and will show a 5-minute DVD prepared by LIPA and distributed at the recent LI/NYC Disaster Preparedness Seminar.

Director - *Mike Milo*

Website

- Removed Megan Sarcona from Technology Committee, due to non-response to inquiries, and changes in her personal life/time.
- Brought on John Maier to help with the website project. After he and I spoke to Scott Devoti of Planetnet Media, we are now strongly considering moving our site to a different company. We will be researching new companies in July.
- I sent Planetnet Media email Wed. 7/5/06 advising that we will **not** go ahead with phase2 (schedule B in contract) of the website construction, but will, for now, stay with phase1 and host site as is.
- I have requested to them for administrative access rights and a copy of the “source” code of our site. Brian Canty has advised he would be able to assist in administrating site when we get the admin. accounts.

RedAlert

- Put motion forward for 7/6/06 BOD meeting to approve Alpine proposal for creation of 17 reports and some Membership module enhancements.
- Upon motion approval, will expedite completion of the reports and review with First Deputy and Chris Winter (within 2 weeks from approval).
- For Fund Drive module- waiting for review from Greg Blower of the test database files sent to him several weeks ago. If I do not hear from him by next week, will move forward without review and outline plan for Fund Drive committee.

Fund Drive

- Advised and approved the go ahead for 2nd wave mailing, which will probably go out next week some time.

Director - *Mike Barker*

The **HCFAS Performance Statistics** for June were distributed to the Officers yesterday and the Board this evening. During June, we handled 437 calls, 14.6 a day, with eight signal 24s.

The **Membership Committee** has thirteen prospects in various stages of the process, including two to be considered by the Board tonight, Monica Mulchandani and Heidie Magerle. The spreadsheet has been distributed. The proposed **Disclosure to Membership Applicant** form has also been distributed, to be discussed at our next meeting. I will send to our counsel for their comments.

The Recruitment Committee decided to schedule **Recruitment Sessions** on the third Sunday of each month starting 17 September, 15 October, 19 November, 17 December, and 21 January 2007. These 90 minute sessions will provide prospective members with information about joining including the procedure, RTE/CPR Class, application, interview, medical, and BOD approval. It would include a Q&A period, a tour of the building and ambulance, and light refreshments. Eric Schmierer will be requested to provide a schedule of RTE/CPR classes to begin in late September and late January so that the recruit would know exactly when their training would begin.

The dates of these Recruitment Sessions would be promoted in paid and free advertisements in local newspapers and shopper guides, and perhaps on temporary signs in front of HQ and other agreeable places in the Town. Dispatchers could advise callers when the next Session was scheduled.

Tony Cruz will write a first draft of a **Recruitment Overview** handout that will advise prospective members of the process and answer their questions.

A minimal budget will be requested from the BOD to support these activities. The BOD will be advised of the success of the Sessions, and the plan will be continued or revised accordingly.

A permanent Recruitment Committee chairperson is still being sought.

Director - *Robert Franz*

SC FRES Recruitment Committee

At the June 21, 2006 meeting, a selection of the recipients of the SERVES SCCC tuition assistance scholarships was not made pending receipt of additional information from candidates and calculation of available funding. One squad member has applied for this program and based on preliminary estimates he will be accepted into the program pending receipts of required paperwork.

A SAFER grant request is being filed for a four year program for recruitment and retention of firefighters which should spill over to recruitment of EMS volunteers through fire recruitment. Unfortunately a SAFER grant is applicable to firefighters only and VAS are not included.

NYSVA&RA Board Meetings

Andrea Golinsky and I attended the Association's Board meeting in Albany on June 24th and June 25th. The nominations committee presented their slate of officers which included all incumbents. Due to the recent death of Treasurer Jean Gourley, that office will be open at the annual meeting in August. The Association will have a booth at the 2006 Vital Signs Educational Conference and the 2007 LI Expo. Their publication the Blanket will be printed and mailed shortly. The structure and billing of dues and insurance coverages were discussed at length. Nominations for Association Awards deadline has been extended to July 24, 2006. At the June 20th District 7 meeting, we discussed the implementation of the dispatch and crew confirmation protocol.

Suffolk REMSCO

The next Suffolk REMSCO meeting is July 11, 2006 at 7PM at Ocean Beach FD.
The response committee chairperson circulated a proposal for rollout meetings for the EMS dispatch and crew confirmation protocol for Friday 7/21 at 1900 hours (Hauppauge) and Saturday or Sunday August 5 or 6 at 0930 hours (Yaphank or Riverhead)

Town of Huntington

Andrea Golinsky and I attended a Public Information Meeting at Huntington Town Hall on Tuesday June 20 from 9:30 AM to noon. There was a presentation by Wallace, Roberts & Todd of their Interim Report: Draft Goals, Policies and Action Strategies Re: Comprehensive Plan for the TOH. The report is currently available on the TOH website.
Although there is nothing substantial to report, we should continue to attend these meetings since fire and EMS agencies are mentioned in parts of the report as a resource for the town.

Director - *Carl Schramm*

President Conover met Dave Mohr and discussed progress for the Building Improvement Committee. Dave says he has several projects ready for review and will present them at the August meeting. I was asked that he forward his information prior to the meeting so the Board members would have some time to review it and be able to ask questions.

Director - *Christine Blackwell*

The Squad annual picnic is scheduled for July 22, with a rain date for July 23. All is going well.

Motion by R. Franz, seconded by C. Blackwell, to adjourn the meeting at 2243 hours.
Motion carried **Unanimous**

Respectfully submitted:

Christine Blackwell,
Secretary of the Board of Directors

Annette Hershkowitz
Assistant to the Secretary.

Notes from the informal Board Working Session 7/11/06

The following items were discussed

1) Access to Treasures Office and keys to cabinets. Everything is locked, and we need to have a backup plan in place when the Treasurer is out of town. Additionally, the Treasurer and Secretary should place their sign-on and password in a sealed envelope and give it to the President for safe-keeping; this will allow us emergency access if needed. The President will give a sealed envelope to the Vice President with the same information and desk keys as well.

2) Life Membership- Al Szigethy declined nomination to the committee and the group discussed who the most viable candidates would be.

3) Discussed the impending need for a Code of Ethics and Disclosure, Financial Training for Board members, and management of our Capital Reserve Funds, based on pending regulations specifically affective the Fire Service.

4) Discussed a 40th Anniversary celebration. Martha Brenner will spearhead this. Several approaches were discussed.

5) Discussed Red Alert and the slow movement on this issue at length. Unable to reach Mike Milo at home to get his input. Reeve will speak with Mike and Red Alert directly to move this project forward.

6) Discussed the progress other projects are making, including the Kitchen-back door proposals, the monument, Paid ALS, the website, and 80& 81 replacements.

7) Discussed Hurricane and Emergency Preparedness at length. Reeve to call H2M and ask them to review the building and the best way to prepare in advance to protect the outer windows of the building.

Minutes of the special meeting held for the Board of Directors
7/11/2006

In attendance: Reeve Conover, Martha Brenner, Roger Winter, Mark Cappola, Mike Barker

Meeting called to order at 7:45 PM

Motion by Roger Winter, Seconded by Mark Cappola, to accept the recommendation of the Chairman of the Building Improvement Committee Chairperson Dave Mohr to authorize H2M to proceed with the bid documents and bidding procedure for the Back Entrance Vestibule, at a cost not to exceed $3,750. HCAD Funds.

Approved Unanimously

Motion by Martha Brenner, seconded by Mike Barker, to accept Patricia Salajka, member # 1164 as a probationary member on Saturday 07:00-11:00.

Approved Unanimously

Motion by Martha Brenner, seconded by Mark Cappola, to adjourn, at 08:00 P.M.

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
AUGUST 3, 2006

Present: R. Conover, Martha Brenner, C. Blackwell, C. Schramm, M. Cappola, R. Franz, M. Milo, R. Winter
Asst. to the Secretary: A. Hershkowitz

Absent: M. Barker

Guests: Joe Mile of H2M, D. Mohr, M. Bolz, J. Giacomini, A. Golinsky, S. Staszak

The meeting was called to order at 1930 hours.
The Secretary stated there was a quorum.

Motion by R. Franz, seconded by M. Brenner, to suspend the order of the meeting to hear from the Building Improvement Committee Chairperson, David Mohr, and Joe Mile from H2M.
Motion carried Unanimous

Discussion of the Wash Bay proposals:
The plan to protect the wash bay from water includes a long @ 13' 6" high waterproof curtain that will wrap around the walls in the shape of a horseshoe. About 4' from the floor, there will be a 2' high clear section for visibility. The curtain will rest along the eastern exterior wall between doorways when not in use, (a band to keep it contained is possible) but will draw around in a semi-circle toward rear door 5. Struts (10) will be added to the joists above the suspended ceiling and a specially fabricated continuous steel rod will be suspended within 6" of the suspended ceiling. A waterproof protective cover will be made for the bay 5 garage door controls and for the security camera in that area. Three door sills will be modified and bottom door sweeps added to keep any water from seeping under the doors of the three storage closets along the eastern wall. H2M has provided a list of possible general contractors, licensed and insured, that are qualified to do such work. The curtain itself is a separate purchase. This will allow for year round use of the wash bay. The overall cost should not exceed $10,750.00.

Discussion of the Rear Vestibule air lock:
A storefront glass box with aluminum supports will be erected outside the current rear door, fitting between the cement rimmed vent to the west side and the corner of the protruding building on the east. The exterior door will remain under the protection of the soffet, with an 8" overhang even when opened. The structure will go to the full height of the soffit to prevent nesting in an area above the new space. The space will be heated and cooled using a ceiling vent connected to the current air system by extending the current duct work. The low E tempered glass will be clear for easy visibility, but with a clear membrane between the glass panels to reduce excess heat by the sun. A security lock will be on the outside of the current interior door, not the new external door. This will allow for the ready room area to be protected from excessive cold or hot air when the rear door is used without taking space from the existing area outside the small meeting room. Several general contractors have been recommended by H2M. The overall cost should not exceed $24,545.00.

There will be a meeting of the Building Improvement Committee on Monday, August 7 at 1930 hours. The topics of discussion will include the plans for the additional signs on the exterior of the building, the flag, lighting, and the monuments. Zoning approval for the set back should run concurrent to the preparations for these changes. A more accurate pricing for the monuments and signs is distributed to all BOD members.
Brian Canty and Mary Jane Woznick are going over the plans for the kitchen addition.
Dave Mohr would like to point out that the projects to date are under budget.

Thank you to Joe Mile of H2M for his presentation tonight.

Minutes

Motion by C. Blackwell, seconded by M. Cappola to accept the minutes of July 1, 2006 as amended.
Motion carried **Unanimous**

The minutes from the special Board of Directors meeting on July 11, 2006 will be reviewed at the next BOD meeting.

Proposals

Motion by C. Schramm, seconded by R. Winter, to accept the recommendation of the Building Improvement Committee chairperson David Mohr to authorize the procurement of bids for the construction phase of the Wash Bay. Dave Mohr to supervise H2M.
Motion carried Yes: MB, CB, CS, MC, RW. No: RF, MM.

Motion by C. Schramm, seconded by R. Winter, to accept the recommendation of the Building Improvement Committee chairperson David Mohr and authorize the procurement of bids for the construction phase of the Back Door Vestibule. Dave Mohr to supervise H2M.
Motion carried **Unanimous**

Secretary Blackwell reports that the polling of the BOD on the matter of approval for the Fire Chiefs' dinner passed unanimously: in person: R. Franz, R. Winter; by phone: M. Brenner, C. Blackwell, M. Barker; by email: M. Milo, M. Cappola, C. Schramm.

Motion by Roger Winter, seconded by Bob Franz, to accept the recommendation of Chief Winter and authorize and approve HCFAS to host the Thursday July 20, 2006, 7:30 PM, or alternate date, dinner meeting of the Fire Chiefs' Council and the Fire District Officers of the Town of Huntington and authorize and approve the Social Committee to provide dinner at a cost not to exceed $700.00 form HCAD funds. Beer, taken from stock in the kitchen, to be served at this event and will be dispersed in accordance with Social Committee Protocol SOP Article IX Section A 1 c by a tips certified bartender who will be engaged by the Social Committee Co-Chairperson B. Canty or the Chief at no charge. The Chief will be responsible for this event.
Motion carried **Unanimous**

Secretary Blackwell reports that the polling of the BOD on the matter of allowing the Orr family to ride in squad vehicles passed: by email: yes - M. Barker, C. Blackwell, C. Cappola, R. Franz, M. Milo, C. Schramm. No response: M. Brenner, R. Winter.

Motion by M. Brenner, seconded by M. Cappola, to approve the recommendation of President Conover and authorize the Orr family to ride in 2-15-82 or 2-15-83 as long as a squad certified driver is driving the vehicle, for the purpose of transportation back and forth to North Shore Hospital, as needed, to visit ex-captain Orr due to extenuating circumstances.
Motion carried **Unanimous**

Motion to approve the Recommendation of the New Vehicle Chairman Brian Canty and Chief Roger Winter and approve the President to enter into a contract with 1st Priority Emergency Vehicles of Asbury Park, NJ for the replacement of the 80 and 81 first responder cars, at a cost not to exceed $102,402, as per their bid dated June 30, 2006. HCAD Funds.

Motion by R. Franz, seconded by M. Milo, to table this motion pending a copy of the warranty information and clarification of the trade in allowances on page 11.
Motion not carried Yes: RF, MM. No.: MB, MC, CS. RW. Abstain: CB

Motion by R. Winter, seconded by C. Schramm, to approve the Recommendation of the New Vehicle Chairman Brian Canty and Chief Roger Winter and approve the President to enter into a contract with 1st Priority Emergency Vehicles of Asbury Park, NJ for the purchase of one 2007 Chevy Suburban EMS Response vehicle at a cost net of trade in $54,452.00 and one Chevy Tahoe EMS Response vehicle at a cost net of trade in $47,950.00 as per the bid date of 6/30/06, contract reference #063006A with trade in of one 1996 Chevy Suburban ID ***vin #*** and one 1999 Chevy Tahoe ID ***vin #*** . This approval is pending the receipt of satisfactory warranty information and corrected trade in proposal of page 11. The proposal packet should be included in the minutes. HCAD funds.
Motion carried **Unanimous**

Motion by M. Brenner, seconded by C. Schramm, to suspend the order of the minutes to hear from Membership Chairperson, Sally Staszak on two new members.
Motion carried **Unanimous**

Motion by R. Winter, seconded by C. Blackwell, to accept the recommendation and approve President Reeve Conover to purchase one copy of Adobe Premiere Elements 2.0 at a price not to exceed $115.07. This program will be used to generate Slide Show Presentations, and used on the Presidents Home Computer. The President will provide the discs and documentation to the computer committee. HCAD Funds
Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Winter, to approve the recommendation of Board Liaison Michael Barker and Recruitment Chairperson Carmen Schlieben and purchase items to be used to publicize the Recruitment Committee's upcoming sessions to interest individuals in becoming members of HCFAS: 1. - $700 for two ads per each session date in the Long Islander to

announce the Recruitment Sessions on 17 Sep, 15 October, 19 November and 17 December 2006, and 21 January 2007 for a total cost of $3500.00. Ads to run in the issues in the two weeks prior to each open house date coordinated by A. Golinsky. **2. -** $250 for two back-to-back 4 foot x 4 foot coroplar sign for the front of HQ to announce the Recruitment Sessions with multiple overlays appropriate to change the date. Purchase from Eclipse Signs of Northport in accordance with their successful bid for the Open House sign ordered last April. Original Receipts must be provided. A written accounting of the event must be provided within 10 days of completion of the event to the Treasurer. Coordinated by Michael Barker.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept recommendation of the Technology Committee and Board Liaison Mike Milo, to approve the renewal of the Yearly On-Site Network Support Contract with Computer Equipment Services (CES) for $1200.00. Effective dates 7/1/2006 to 6/30/2007. Includes telephone support and remote monitoring. Renewal will also include 10 hours available labor time (rolled over from previous contract). HCAD funds.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept recommendation of the Technology Committee and Board Liaison Mike Milo, to approve the renewal of 1yr Maintenance Renewal Symantec Enterprise (Anti-Virus system) edition 10.1, at a cost of $990.00 (30 licenses x 33.00each). To be installed by CES. Effective 8/17/2006. HCAD funds.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Winter, to approve the recommendation of Chief Loysch and Chief Winter and contract with Quality Blacktop Services, Inc of Smithtown, NY to repair the cracks in the parking lot, and resurface it. As per the attached quote dated July 27, 2006, cost not to exceed $2,550. Chief Winter and Third Deputy Chief Bob Loysch will be responsible to oversee the repair work and acceptance of the completed work. A certificate of insurance with HCFAS named an additional insured and a certificate indicating workers compensation coverage will be requested from the vendor. HCAD Funds.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Winter, to accept the recommendation of Chief Dispatcher Mike Bolz to authorize the payment of an additional $3000 to H2M to complete the mapping program. This is in reference to motion on 5/4/2006; Huntington FD has not moved forward and we need to do so. If Huntington FD moves forward by 1/31/2007, then H2M will refund the $3000 to us. HCAD funds.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to accept the recommendation of Chief Winter and authorize the Chief to purchase 25 yellow reflective covers with a red stripe post covers from Innoplast of Shagrin Falls, Ohio at a cost not to exceed$792.00, including shipping, to cover and protect the concrete poles around the building.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to approve the recommendation of Vice President Martha Brenner and authorize and approve the President and Treasurer to apply for a Corporate Credit Card through the Bank of America. This credit card will be used as follows: 2 cards will be obtained, one for the President and one for the Chief. They will be used to cover expenses approved in advance by the Board to be placed on the credit card, and in accordance with the PPP.
Motion carried Yes: CB, MB, MC, CS, RW No: RF, MM

Motion by B. Franz, seconded by M. Milo, to authorize and approve NYSVA&RA award recipients consisting of any Squad member nominee, any Squad nominated civilian citation award nominee or any Squad members (limited to 4 individuals) who are part of a Squad nominated unit citation to attend the NYSVA&RA Pulse check 2006 – 51st Annual Education Conference & Trade Show at Kerhonkson, NY from Thursday 08/24/06 to Sunday 08/27/07 or any part thereof which must include the Saturday evening award presentation banquet. Further to authorize and approve room accommodations for one night and meals for one day for each award recipient's guest. Reimbursement will consist of the course & trade show registration of $95.00 per person, hotel room & meals (dinner to breakfast) of $525.00 per person (single occupancy), mileage, tolls, and $65.00 for meals per person per day while traveling (Breakfast, Lunch, Dinner – alcoholic beverages will not be reimbursed). There will be no reimbursement for meals which are included as part of the conference cost. If appropriate, members are encouraged to share rooms and be reimbursed at a rate other than the single occupancy as per the conference room registration form. Each attendee will attend five educational sessions, the annual banquet and memorial service and Friday evening drill competition. Attendees will obtain sales tax exemption certificate from the Treasurer. Further to authorize, with the approval of the Chief, the use of vehicle 2:15:82 or other squad vehicle, for transportation on the date of departure if the attendee requests such vehicle in lieu of HCFAS mileage reimbursement. A listing of the educational sessions and event attended, the course completion certificates received with LOSAP forms (certificates not received will be submitted upon receipt with LOSAP forms to the Second Deputy Chief and Treasurer) and the attendees, as a group, will submit a synopsis of at least one educational session attended per day per person as part of the single group reimbursement documentation package. The Second Deputy Chief or her designee will put the synopses in a binder for members' review. Upon request of the Chief, 2nd Deputy Chief or the Board of Directors (BOD), each attendee must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Advances of money are not permitted. Reimbursement of deposits due to non-attendance is the responsibility of the member, unless requested by the member in writing and approved by the BOD. Reimbursement will be I accordance with HCFAS Purchasing Policy Procedures (PPP) and include a statement that no other party is paying or reimbursing the attendee for this conference or any part thereof. All required reimbursement documentation for all attendees must include original receipts and be approved by the 2nd Deputy Chief and the Chief and be submitted to the Treasurer at the same time (single package) within 10 days of the return from the conference. The Treasurer will provide the Board of Directors (BOD) an accounting of this conference at the next BOD meeting following the request for reimbursement after the event. The terms and conditions of attendance at three educational sessions each day including the Friday evening drill at the competition must also be adhered to but will be modified based upon the time and arrival at the conference on either Friday or Saturday. At their discretion, any eligible Squad award recipient member is authorized to act as temporary Post 215 advisor if requested by Post 215 advisor attendees. HCAD funds

Motion carried Unanimous

Motion by M. Cappola, seconded by C. Blackwell, to authorize and approve the participation of Explorer Post 215 members (drill team plus one alternate) and advisor in the NYSVA&RA statewide drill competition and educational conference on Friday, August 25 to Sunday August 27**,** 2006 at the NYSVA&RA Pulse Check 2006 – 51st Annual Educational Conference & Trade Show held at Kerhonkson NY.; Prior to the reservations being made, the appropriate outing permit must be obtained from the Boy Scouts of America (BSA) and all Post 215 attendees must have a signed permission slip from their parent/guardian and the Chief Advisor must have a written commitment form at least 2 advisors (1 male, I female) excluding himself. Post 215 attendees will be asked to attend seminars presented at the conference if the time for the drill competition or other NYSVA&RA youth sanctioned events permit such attendance (no offsite excursions are permitted unless sanctioned and part of the NYSVA&RA Youth Committee**).** Other Squad members attending the conference are authorized to act as temporary advisors if requested by the advisor attendees. Further, to approve a conference registration fee no to exceed $95.00 per Post 215 attendee and approve the cost of the conference rooms and meals as per the conference room registration form ($222.00 to $372.00 per person per two night stay depending on room occupancy) and $500.00 for incidental meals and snacks while traveling to and from the conference and snacks at the conference. If accommodations are not available, offsite accommodations room rates $ 122.00 to $272.00 per person per two night stay depending upon room occupancy plus $50.00 per day for Hudson Valley meal rate plan. There will be no reimbursement for meals which are included as part of the conference cost except for refreshments after the drill competition. Post 215 members and advisors are encouraged to share rooms if appropriate to keep expenses to a minimum. With the approval of the Chief, HCFAS will provide an ambulance and other squad vehicle(s) for transportation to and from the event, equipment and first aid supplies used by the team(s) in the competition. The Chief Advisor will ensure proper and adequate transportation and supervision for this event and any personal automobiles used must conform to the BSA insurance requirements. The Chief Advisor will oversee and coordinate this event and ensure that the expenditures are kept to a minimum and within appropriate limits. Any other incidental expenditure must be approved by the BOD liaison. Post 215 Advisor will obtain a sales tax exemption form from the BSA. The squad Treasurer will provide the Board of Directors (BOD) an accounting for this conference at the next BOD meeting following the request for reimbursement after the event. Post 215 funds.

Motion carried Unanimous

Motion by M. Brenner, seconded by R. Franz, to authorize and approve Post 215 Chief Advisor, Brian Canty and an appropriate number of Associate Advisors, Ann Maloney, Liz Steenson, and Christy Stiles, to attend the NYSVA&RA statewide drill competition and educational conference on Friday August 25 to Sunday August 27, 2006 at the NYSVA&RA Pulse Check 2006 – 51st Annual Educational Conference & Trade Show held at Kerhonkson NY. Further to approve a conference registration fee no to exceed $95.00 per Advisor attendee and approve the cost of the conference rooms and meals as per the conference room reservation form ($222.00 to $372.00 per person per two night stay depending on room occupancy), mileage, tolls and $60.00 for meals per person per day while traveling (Breakfast, Lunch, Dinner). If accommodations are not available, offsite accommodations room rates $122.00 to $272.00 per person per two night stay depending upon room occupancy plus $50.00 per day for Hudson Valley meal rate plan. There will be no reimbursement for meals which are included as part of the conference cost. Advisors are encouraged to share rooms if appropriate to keep expenses to a minimum. Each Advisor must participate at the drill competition and attend seminars presented at the conference if the time for the drill competition or other NYSVA&RA youth sanctioned events permit such attendance. Advisors will obtain sales tax exemption certificates from the Squad Treasurer. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures (PPP) and include a statement that no other party is paying or reimbursing the attendee for this conference or any part thereof. The Squad Treasurer will provide the Board of Directors (BOD) an accounting for this conference at the next BOD meeting following the request for reimbursement after the event. HCAD funds

Motion carried **Unanimous**

Treasurer's Report – *Carl Schramm*

There is no report tonight as the Treasurer did not have access to the mail. Six checks were written just prior to the beginning of the meeting and the rest will be done tonight as the Treasurer is on duty for the 2300 shift.

$200,000.00 was transferred to the HCAD checking account.

Bank of America has the wrong signature cards for check authorization. It would be assumed that the last Treasurer and President would be on the cards, but that is not the case. The Treasurer will go to the bank in person to settle the issue of signature cards.

There was a problem with Exxon. Their mailing address was changed and the payment was not forwarded, but returned to us. The second bill arrived with a request for immediate payment. There was a delay as the bill passed from the Chief Dispatcher to the Chief to the Treasurer. The third bill is now due. The Treasurer will pay all three payments before that 3rd bill even arrives, putting us back on track.

There was also a problem with Staples who credited the Huntington Yacht Club with our payment. That too has been resolved.

The WHM Plumbing matter is now resolved. The second check from BONY arrived with the wrong payee, again, but has since been reissued to HCFAS for $22,597.00.

We have received the first half of the TOH tax payment and it is now in the HCAD checking account.

The Squad budget is due to the TOH by 9/6/06. Our present meeting schedule does not allow for the budget to be prepared prior to this deadline. The Budget Committee will meet 8/16/06 at 1900 hours independent of the BOD. The Treasurer will request a short extension from the TOH to Monday, 9/11/06. If that is not acceptable, we will ask the date be moved to Friday, 9/8/06. The next BOD meeting is 9/7/06. The Treasurer has sent letters to every committee requesting input on their budget needs for 2007.

President' Report – *Reeve Conover*

We asked Tim Glynn if Green Cards were required under the new Patriot's act. He stated they are not required, but a good idea to have once they are accepted for membership. This would need to be an internal policy.

Karen Thelan received the final demand letter for the return of Squad items. The Attorney is proceeding with legal action.

In regard to the Squad donating to other 501©3 organizations, the attorney stated "As a general proposition, one 501©3 corp. can contribute to another without effecting the donor's tax status." Bob Franz asked, and I forwarded, the specifics of this circumstance to Tim Glynn and he reiterated that it was not a problem.

The paragraph below was not a complete sentence and I have the correct context!

The Membership Committee has prepared the intake questionnaire. The question arose as to whether ADP may run a background report on a potential member without authorization of the potential member. The question was referred back to the committee.

We are not ready to sign the contract with Alert Glass when we do not know how many windows of each size we should order for storage. We need to get more detailed information. The Treasurer will contact Dave Mohr to get specific information before we proceed.

It is a little more than half-way through the year and we have used almost 70% of our annual retainer with Glynn and Mercep. The bulk seems to be PCR-related subpoenas, but we have had a lot of legal consultations and contract issues as well.

We asked Brian Canty to investigate the cost of installing cameras for Ready Room, but he has been unable to pursue this.

The Life Membership Committee meeting is August 7. The final committee is John Palmieri, Paul Kelly, Gail Glister, Joanne Vogel, Paul Biersack, Mary Winter, Cindy Cairl, Greg Orr, and Jonathan Stone.

The President made a presentation on a proposed budget for both operating and excess fund assignment for 2007.

A discussion of the issue surrounding the reading of the Minutes at the GMM occurred. The minutes will be posted on email for all the members and copies left on the counter. As of this date, no one has presented any corrections to the Secretary.

The first half check from the Town of Huntington has been received for $772,000.00.

A reminder, that the Suffolk REMSCO Crew Confirmation and Mutual Aid Protocol rollout meetings are 8/5/06 at 9:30 A.M. in Riverhead, and 8/11/06 at 1900 hours in Hauppauge.

There has been no use of the car phone in 80 in 7 months, and no use of the car phone in 81 in 3 months. It is the President's opinion, and that of 2nd Deputy Vogel, that we need to keep these phones active, just in case. The Secretary has not used her cell phone in 7 months and she agrees that the contract that runs out in 3 months should not be renewed.

The storage room downstairs is a mess. While some files are neat and organized, other are just piled randomly. Items stored there could be better stored outside the building, or thrown away. There is a locked cabinet marked President and Secretary, with a sign, "Do not break lock"- see Bob Franz or Chris Blackwell. Bob Franz states the cabinet has files from Secretary Gertie Brooks, correspondence, workers' comp. forms, claims, etc. He will seek out the key.

The September 11 GMM meeting will have many things going on. There will be a Robert's Rules class from 1900 to 1930 hours, a short memorial will be held for the 5th anniversary of 9/11/01, and we are honoring Trisch, Paul, and Laura so I have sent them an email. I ask that Secretary Blackwell, BOD liaison to the Social Committee, reach out to the honorees, to make sure 1.) they are attending, 2.) we have their gifts (no empty boxes) and all is prepared.

Chief's Report – *Roger Winter*

Status of Operations:

- ⇒ Commack Parade and East Northport Fire Department Parades went well. It was very hot for the E. N. F.D. parade to thank you to those who came out.
- ⇒ We have a difference between what the county states as no response and what our records show. As of the end of July the county has 33 and we have 27.
- ⇒ TOH fire Chief's Council - REMSCO discussion, minimal progress. None of the departments are happy with the new regulations.
- ⇒ The NYSESC Scholarship was awarded to HCFAS member Jeff Brenner.

:**Equipment:**

- ❖ 2-15-18- Out to Shanker Neville to complete contracted repair work started earlier. Due back Friday 8/4/06
- ❖ 2-15-21- Not running well , stalling, at ACE Thursday 8/3/06

Building:

- ⇒ The hot chocolate machine was damaged by the mice and is out for repair.

Projects:

- ⇒ Suffolk County EMS is setting up Points of Dispensing (PODs), where services and medications can be distributed. I have talked to the county about the program and we will tentatively agree to participate. I am looking forward to receiving more information so we may review the proposal.

⇒ I sent a letter to Huntington Hospital Emergency Room and the administration offices praising their efforts in saving Greg Orr.

Vice President Brenner asked if it is wise for the BOD and Officers to approve Squad attendance at parades when so few of our members show up to march. Director Franz notes that it is important for the Squad to remain on good terms with our surrounding supportive Fire Departments, and it is good public relations for the community to see our people and our equipment out there.

Secretary's Report – *Christine Blackwell*

LOA Requests

Motion by C. Blackwell, seconded by C. Schramm, to grant an EMLOA to Ann Donegan #692 effective 7/13/06 to 10/13/06
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant an OpLOA to Steven Richter #1132 effective 7/13/06 to 10/13/06
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant an OpLOA to Angelo Gesmundo #1130 effective 7/8/06 to 10/8/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by C. Schramm, to grant an EdLOA to Elizabeth Siegel #1061 effective 7/17/06 to 10/17/06
Motion NOT carried Unanimous

Return to Duty

Eileen Burns #767 effective 6/27/06 – full riding
Karen Maresco #999 effective 7/10/06 – dispatch only
Alison Russo #884 effective 6/28/06 (Co. 8)
Millie Gabriel #1028 effective7/7/06 – dispatch only
Kathy Geary #368 effective 6/30/06 – full riding
Larry Scott #1018 effective 7/3/06 – full riding
Margaret Cornelius #704 effective 7/12/06 – dispatch only

Status Change

Motion by C. Blackwell, seconded by R. Winter, to accept the status change for Martha Greene #803 Active Operational to Associate effective 8/3/06
Motion carried Unanimous

Membership Drops

Motion by C. Blackwell, seconded by M. Brenner, to drop from membership Chris Mohan #974 due to non-fulfillment of hours required.
Motion carried Unanimous

Resignations

Motion by C. Blackwell, seconded by R. Winter, to accept the resignation of Gary Stein #1062 as a member effective 6/16/06
Motion carried Unanimous

New Member Acceptance

Motion by C. Blackwell, seconded by R. Franz, to accept Justin Fiore #1165 as a probationary member on the Tuesday 1100 to 1500 hour shift.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept Joseph Gander #1166 as a probationary member on Thursday 0700 hour shift.
Motion carried Unanimous

Probation Ending

Motion by C. Blackwell, seconded by R. Franz, to grant active membership to Kevin McCann #1143 effective 7/21/06 in accordance with the By Laws Article III, Section 2.
Motion carried Unanimous

Vice Presidents Report – *Martha Brenner*

SOP:

There are no updates on committee progress. *The* last meeting was postponed. The Emergency Medical LOA and the Special Events Ambulance Usage SOP were sent with the last pulse and can be discussed at the 8/14 meeting.

Copies of the PPE, both original and one with recommended changes, have been placed in all board members mail boxes. The 8/3/06 meeting had too much on the agenda, so this topic will be discussed at the next

As this is a lengthy document, please read all the material before the meeting.

The PULSE was still sent out by Sir Speedy for August. The Vice President did seek out information from Kinkos but they have not gotten back to her, so a change might not be a positive move.

40th Anniversary Committee:

I have had several responses from the PULSE article and hope to have a meeting at the end of August or early September.

Director - *Mark Cappola*

POST 215- congratulations to POST 215 on posting a 3rd place finish in scenario #2 at the Suffolk County Drill held at Hecksher State Park on July 8. Congratulations to Post 215 for placing second as the Best Appearance Youth Corps at the Northport F. D. parade on 8/2/06.

UNIFORM COMMITTEE – The winter jackets we have been using for years are being discontinued. Brian Canty has agreed to purchase the final stock of 50 coats from the manufacturer at 50% off. He confirmed there is a wide range of sizes available, but he did not purchase the very largest size available.
The new patches for the Class A jackets are still waiting for a sample patch to present to the BOD. Andrea Golinsky will contact the manufacturer tomorrow. It would be good if a sample could be ready by the September BOD meeting.

DISASTER PREPAREDNESS – I attended the Disaster Management Lecture at Brentwood Fire Department on July 25. The topic was a presentation of Suffolk County's Disaster Management Plan for 2006 and was given by Greg James.

With regard to immunizations of first responders and their families, in the event of an outbreak, Suffolk County is looking for local fire and EMS departments to host "family first" influenza immunizations" in the fall.

With regard to hurricane preparedness, we received information on the county's plans to open storm shelters and where those shelters will be located. "First responder shelters" for family members have been identified as the Police Academy in Brentwood, the Federal Courthouse in Riverhead, and Brookhaven National Laboratory. However, it was made clear that the County is looking individual departments to shelter family members or to make arrangements with local officials to set up "first responder shelters". I understand that in a few weeks the Huntington Chiefs' Council will be having a disaster preparedness meeting and this issue is on the agenda.

The next step for HCFAS should be the creation of a Disaster Preparedness Committee charged with the following tasks:

- <u>Conduct a Needs Assessment Survey</u> to determine how many member families would want to utilize our building as a storm shelter.
- <u>Determine the ability of our building to shelter people</u> before, during and after a storm for up to 72 hours.
- <u>Procure supplies</u> by looking into the purchase of food (MREs), water, cots, blankets, etc., based on SCOEM guidelines and determine storage sites and capacity
- <u>Develop a Disaster Management Public Information Binder</u> to be kept in the dispatcher office to be used to respond to public requests for information on evacuation zones, shelter locations for the general public and special needs persons, critical phone numbers such as LIPA and SCOEM, TV and radio

stations broadcasting emergency information, pet shelter information, websites for additional information, etc.

- Studies have shown that the public calls their local fire and EMS services for help before calling anywhere else. We need to have this information available so that we can direct the public to the proper sources and free up our dispatchers to handle EMS calls

The conference also highlighted actions and issues all departments need to prepare for immediately including:

- Construction of a crew deployment schedules for 3-4 days post storm.
- Determining a “lock down – end of response” point (usually based on sustained wind speed) at which time calls will no longer be answered until post-storm.
- Obtaining the necessary protective equipment for members responding to calls immediately after the storm per NIOSH guidelines.
- Determining staging areas for crews and vehicles pre-storm and arranging for FD support
- Confirming pre-fueling of vehicles, and primary and alternate fuel suppliers.
- Testing all communications systems

In short, we’ve done a lot to alert our members to be prepared, now we have prepare ourselves.

The Disaster Preparedness Committee will meet on 8/30/06 at 1930 hours. The focus will be a **Needs Assessment** for our first responder members and to determine if our building can be a viable resource for our members for up to 72 hours, before, during and after a disaster. The County has set up 1st Responder shelters, but they are not near here. The TOH has a plan or is in the process of putting one together. 27 people have been graduated from the CERTS program and are trained in RTE/CPR and suppressing fires. These people will be dispensed to shelters as needed. President Conover suggests we contact these 27 people to see if they are interested in expanding their training.

PAID ALS – We are making significant progress.
On July 17, a Paid ALS Committee Meeting was held and the following items were discussed:

- **A presentation by Inside Mgmt Ltd** lasted for 40 minutes. This organization proposed us using their services for design, implementation, recruiting and screening ALS candidates, and the group was generally impressed and thought it was a good idea.
- **The committee, after a long discussion, determined our goal:** “To meet the expectations and needs of the community by providing ALS on every shift, whether volunteer or paid.”
- A discussion of the **<u>Chain of command</u>** followed, and it was determined that it would be:

Medic’s report to the Lead Medic
Lead Medic reports to the Board Liaison on administrative issues
Lead Medic reports to the Chiefs office on operational issues,
All operational issues would also be reported to the Board Liaison

- **A discussion of Operations determined that:**

  The medic would respond on all calls, as the EMD system is inaccurate
  The medic would work with our crewleader and ALS provider to provide needed care, and determine who would transport
  The goal is to keep the medic available as much as possible, so if we have an ALS provider on the ambulance they would stay with the patient unless the HCFAS ALS provider requested the medic accompany the crew.
  The preferred level of certification would be EMT-P, but that, if no qualified EMT-P's were available we would hire qualified EMT-CC's.
  The Paid personnel would be checked out through our driver training system on our vehicles. They would not, however, be used to drive the ambulance at any time.

After the final page, the Paid Personnel could act as crewleader and transport with the patient, only as a last resort.

  Paid Personnel would wear the same duty uniform as our members.
  Minimum experience to be considered would be (1) 2 years in 911-based EMS, (2) 1 year as an active 911-based ALS provider, and (3) currently driving emergency vehicles. Preference would be given to Suffolk County preceptors.

- **Job Descriptions:** Being constructed

- **Salary Ranges** in the county were reported. It was generally believed that we would want to be about the middle of these pay ranges, as we believe our central location and high call volume will be attractive to ALS personnel.

Salary Ranges Reported	EMT-CC	\$18-\$21/HOUR
	EMT-P	\$20-\$23/HOUR
	Lead Medic	\$25/hour

- All paid personnel would be hired as per-diem employees, and not allowed to work more than 19.5 hours per week. No benefits would be provided.

Director – *Mike Milo*

RedAlert-
- emailed and called Alpine for status of reports creations and screen modifications. They advised Pete Hotchkiss will be back in office Monday 7/31/06. They advised he has been a little delayed in finishing the reports, but it should be finished and installed week of 7/31/06. I will then meet with Mary Conover and Chris Winter to review, and hopefully migrate membership data entry fully to RedAlert.

- I have emailed a request for quote for the CAD (computer aided dispatching) module for the RedAlert system.

Website-
- we have stopped work with website vendor Planetnet Media, and advised them we will not go ahead with phase-2 of contract, at this time. We will continue to have them host the site, as is, for time being. They have given us administrative rights to update the site as we see fit, which I have been doing (trying to do on a weekly basis).
- I will be meeting with John Maier to outline who we should get bids from, so we can move the website to a new website company and continue with phase 2 work.

Misc-
-We are renewing maintenance contracts with Computer Equipment Services (CES) and Symantec Enterprise for the anti-virus system.

Director – *Mike Barker*

The HCFAS Recruitment Committee met on Tuesday 25 July to plan the Recruitment Sessions scheduled for the third Sunday of every month starting 17 September. Carmen Schlieben chaired the meeting.

It was decided that each session would run from 14:00 to 15:30 and we would serve a light snack – cookies and coffee/soda.

We will investigate having a temporary plastic sign made for the front of the building with the dates as an overlay. We will investigate obtaining a magnetic sign for use at ambulance standbys advising that HCFAS was recruiting. We will request a mailbox be assigned to 421-1263 to advise callers of the next Recruitment Session and collect leads. We will post signs around the building advising members of the next Recruitment Sessions for interested callers or friends of members. We will put a story in the September PULSE advising the membership. We will ask that the sessions be featured on the HCFAS website.

Members of the committee were assigned to host the sessions on 17 September, 15 October, 19 November and 17 December.

Director – *Carl Schramm*

As liaison to the Building Improvement Committee, all the latest information was presented at the beginning of the meeting.

Director – *Christine Blackwell*

Letters have been mailed out to Laura Treulich, Trish Reciniello and Paul Kelly regarding their September General Membership Meeting Anniversary dinners. I spoke to Andrea Golinsky regarding the anniversary gifts. She is waiting for one member to give her information as to the engraving on her gift. Andrea will do her best to have all three gifts present that night.

I spoke with Brian Canty regarding the Installation Dinner Dance. We have 3 bids so far:
Crest Hollow CC - $85/pp, Fox Hollow - $89/pp and The Mansion (Oyster Bay CC) – $115/pp.

Brian is willing to get a bid for the Chateau Briand in Westbury for an additional bid. It is agreed he will do this. He will attend the 9/7 BOD meeting to present the menus.

I spoke to Sue Otto about scheduling the Children's Holiday Party and she mentioned having the children's party on 12/16 and the Adult Holiday Party 12/17. The BOD concurs that holding the adult party on a Sunday is not a good plan. The adult party should be scheduled for December 16 and the children's party should be scheduled for December 9, 2006. Director Blackwell will speak with Brian Canty and Mary Jane Woznick, co-chairpersons of the Social Committee.

Director – *Robert Franz*

SC FRES Recruitment Committee

The June 21, 2006 meeting minutes were received and distributed to HCFAS Recruitment Committee and BOD liaison and posted on the bulletin board. All pertinent information has been previously reported to the BOD. The next meeting is scheduled for 9/20/06.

Suffolk REMSCO Meeting

I attended the Suffolk REMSCO meeting at Ocean Beach FD on Fire Island on July 11, 2006. The meeting was basically uneventful. The Suffolk REMSCO Response Committee will do rollout meetings for EMS agency administrators of the EMS dispatch and crew confirmation protocol on Saturday August 5 at 0930 hours at SCCC in Riverhead and on Friday August 11 at 1900 hours at the Media Center (EMS Bureau) in Hauppauge. The CPR Excellence Program - Train the Trainer is in progress. The program uses state of the art computerized mannequins. The Suffolk REMAC wrote a letter of non support after meeting with Dr. Fritz who was a candidate to replace Dr. Alicandro. Candidates are also being interviewed to replace Mike Rubin at Medical Control. Guy Cassera is temporarily chairing REMSCO's Communications Committee until a chairperson is appointed. The Disaster & Hazardous Materials Planning Committee had a meeting with ambulette providers etc. The 2005 Suffolk REMSCO Award Winners were announced. **BLS Provider – Monique Moreno – HCFAS**, ALS Provider – Vincent Colletta – Holbrook FD, EMS Leadership – John Rocco – Patchogue VAS, **EMS Communication Specialist – Margaret Cornelius – HCFAS**, **EMS Educator of Excellence – Mary Conover – HCFAS**, EMS Agency of the Year – Dix Hills FD. A combined award presentation ceremony and EMT Longevity Award presentation will take place in the fall. Longevity award bars will be given instead of pins. The 5/9/06 REMSCO meeting summary is still not available on the REMSCO website as of this evening. The next meeting is 09/12/06 at the Wading River FD.

NYSVA&RA District 7 Meeting

The July 18, 2006 meeting was held at HCFAS. Reports and discussion were primarily concerning Suffolk REMSCO July meeting and crew confirmation protocol. A drill competition is scheduled at Exchange Ambulance for the Islips on Sunday August 6, 2006. District 7 will give two tickets to both the Suffolk REMSCO ALS Provider of the Year and the BLS Provider of the Year for the SC Burn Center Fund Raiser at Martha Clara Vineyards on Friday August 25 evening. The June 20, 2006 meeting minutes were received and distributed and posted on the bulletin board. The next meeting is scheduled for 9/19/06 at Bay Shore Brightwaters VAC.

Legislation Committee

The Assembly and Senate budget bill A9560B/S6460 is now law (Chapter 62). This bill provides the $200.00 refundable NYS income tax credit for volunteer FF and volunteer ambulance workers who are active for the entire year of 2007 and are not receiving the property tax exemption. This is another benefit that can be used to recruit members.

Motion by M. Cappola, seconded by M. Brenner, to adjourn the meeting at 0012 hours.
Motion carried Yes: MB, CB, RW. No: RF, MM

Respectfully submitted

Christine Blackwell,
Secretary Approved 9/7/07

Annette Hershkowitz
Asst. to the Secretary

Huntington Community First Aid Squad
Board of Directors Meeting
September 7, 2006

Present: R. Conover, Martha Brenner, C. Blackwell, C. Schramm, M. Barker, M. Cappola, R. Franz,
(1st Deputy Chief M. Conover for Chief Winter)
Assistant to the Sec. A. Hershkowitz

Absent: M. Milo, R. Winter

Guests: A. Golinsky, L. Laas

The meeting was called to order at 1930 hours.
The Secretary stated there was a quorum.

Motion by M. Cappola, seconded by M. Brenner, to adjourn the meeting at 2230 hours.
Motion carried Yes: CB, MB, CM No: CS

Minutes

Motion by C. Blackwell, seconded by M. Cappola, to accept the minutes of August 3, 2006 as amended.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by M. Cappola, to accept the minutes of the special meeting of July 11, 2006, as amended.
Motion carried Yes; MB, WMB, MC No: RF, CS Abstain: CB

Director Franz objected to this meeting as improper, if not illegal. Not all members had adequate notification of the meeting. It was supposedly a planning meeting, but actual business was conducted in that a new member was admitted, although all BOD members had not seen any paperwork. Projects were authorized when all members could not be present. President Conover noted that Dave Mohr arrived unexpectedly and presented material from the Building Improvement Committee and expenditures were authorized. A planning meeting is not a business meeting and no business should be conducted under the heading of planning. It was agreed that Attorney Glynn will be consulted on the legalities of the situation. First Deputy Conover expressed concern for the new member admitted on July 11, 2006 as her probation status should not be affected by any decisions made.

Proposals

Motion by C. Blackwell, seconded by M. Cappola, to approve the Recommendation of Chief Dispatcher Mike Bolz and authorize the President to contract with Ikon Office Solutions Inc Systems for 3 new Canon 5070 copiers on a 36 month lease for a total per month cost of

$1236.36 per month as per their proposal dated 8/4/2006. Full Service warranty and all supplies, except paper and staples, are included for the length of the lease. Chief Dispatcher Bolz will be responsible for overseeing this project. Disposal of the current machines will be handled by Ikon Office Solutions Inc. HCAD funds.
Motion Carried Yes: CB, WMB, MB, CS No: RF (MC not in room for vote)

Motion by C. Blackwell, seconded by M. Cappola, to approve the proposed SOP change entitled Medical LOA, Section II, C, 2, published, then read at the General Membership meeting on 8/14/06, as amended.

Motion by C. Blackwell, seconded by M. Cappola, to refer the SOP Medical LOA, Section II, C, 2, proposal back to committee for a corrected printing and presentation at the next meeting.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to approve the proposed SOP change entitled Wedding Protocol, IX E 3 published, read at the General Membership meeting on 8/14/06, as amended.
Motion carried **Unanimous**

The Secretary will prepare a certified copy for presentation to the By Laws Committee.

Motion by R. Franz, seconded by M. Brenner, to accept the recommendation of Second Deputy Chief Vogel and authorize the Second Deputy Chief to purchase 12 RTE Instructors Manuals, 60 CPR/AED Participant Manuals, 12 CPR/AED Instructors Manuals, and 2 instructional DVDs from the American Red Cross at a cost not to exceed $1604.00. These supplies are necessary for the ongoing instruction of new and existing members. We have a training class for instructors in the new CPR teaching techniques scheduled for Saturday, 9/16 and a RTE class begins Tuesday, 9/19. HCAD funds.
Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of First Deputy Chief Conover and host a Defensive Driving Class, given by Bob D'Agostino on Sunday October 15, 9 AM at Headquarters. The cost is $40 per person, with a cap of 60; and currently 42 people are signed up. Breakfast will be served at a cost not to exceed $300, with the total cost not to exceed $2700. The squad will only pay for squad members, and the cutoff will be October 1. Members and family who have proven that they previously paid for the course in 2005 and not gotten their cards (2 people have proven this with a cancelled check) will be paid for by the squad as well. HCAD funds.
Motion carried **Unanimous**

Motion by R. Franz, seconded by M. Barker, to accept the recommendation of 1st Deputy Chief Conover and hold a Weight Watchers class in Headquarters on Wednesday Evenings beginning October 4, 2006 for ten weeks. Cost per member is $99.00, to be paid by the member and reimbursed after a successful completion of the course or attendance at 7 of the 10 meetings.

While members' families may participate, only members will be reimbursed. Maximum 25 people, for a total cost not to exceed $2475.00 be paid for by the squad as well. HCAD funds
Motion carried Unanimous

Motion by C. Blackwell, seconded by M. Cappola, to accept the Social Committee Co-Chairperson Brian Canty's recommendation and authorize and approve the President on behalf of the Social Committee to enter into a contract with the Crest Hollow Country Club Corporate Services Inc., Woodbury, NY for the Annual Inspection and Installation Dinner on Saturday, March 3, 2007 from 6:00 PM to 12:00 AM with a minimum guarantee of 250 people at a cost not to exceed $102.00 per person inclusive of gratuity plus Maitre D' (host) gratuity of $2.00 per person. The contract will be similar to the 2006 contract and include the squad's standard cancellation policy. HCAD funds.

Motion by C. Blackwell, seconded by R. Franz, to table this motion until the next BOD meeting on 9/21/07.
Motion carried Unanimous

See the Treasurer's report for the 2007 HCAD budget approval.
See Director Barker's Report for a motion on the background check process approval

Treasurer's Report – *Carl Schramm*

Motion by C.Schramm, seconded by C. Blackwell, to authorize payment of bills.

7/7 – 9/7/06	121 transactions	HCAD	$150,900.18	net of 9 voids
7/7 - 9/7/06	20 transactions	HCFAS	$ 8,985.24	net of 5 voids
7/7 – 9/7/06	1 transaction	Post 215	$ 1,772.11	

Motion carried Unanimous

Motion by C. Schramm, seconded by C. Blackwell, to accept the budget committee's HCAD 2007 budget in the amount of $1,563,000.00 and authorize and approve the Treasurer or other Director to hand deliver the budget to the Town of Huntington Comptroller by Monday September 11, 2006.
Motion carried Unanimous

The first half of the budget has been received from the TOH and the second part will be due soon.

We received the NYS DOH reimbursement for the EMT class attended by Jeff Brenner at SCCC.

The accounting for the Standby and the parade is accounted for.

The Treasurer thought we had all monies in Bank of America, but there is an open account at Astoria Federal Savings and Loan for $377,000.00.

The Office of the County Comptroller sent a letter dated 8/17/06 confirming that "the Audit Division's contract compliance review of funding provided to the Huntington Community First

Aid Squad, Inc., pursuant to its agreement with the Suffolk County Department of Fire, Rescue and Emergency Services (Suffolk County Resolution No. 525-20005) did not disclose any reportable conditions." Bob Franz handled the SC review.

At present, interest rates for savings accounts are very low and not generating any income. It would be wise to review our present accounts and place some funds into higher bearing accounts, such as ING or alternate plans that allow access without loss. The current rate of 1% interest is loosing money as the inflation rate is at 3 %.

President Conover prepared two charts to show the members where our funds are and the general amounts on 9/6/06.

Treasurer Schramm wishes to thank Vice President Brenner for preparing a 2005 report for the membership for the last General Membership Meeting.

Presidents Report – *Reeve Conover*

Attorney Items -

Karen Thelan- Papers have been filed in court seeking restitution.

Alert Glass- no update

The Life Membership Committee has made their decision and the Chairman, Mary Winter, will present a report at the first BOD meeting in October.

The warranty information was received for the new vehicles and was presented to the Board. There were no substantive objections received. Chairman Brian Canty is working with the vendor to get the contract completed for our approval. Measurements were done last week.

Discussion of how to present the account balances at the GMM meeting on 9/11/06. The charts will be shown to the membership and questions posed will be answered.

Discussion about the purchase of 150 red winter jackets at discounts as they are to be discontinued. The original estimate was for 50 jackets, but 150 were purchased, according to Brian Canty, as replacement jackets. It is estimated that this quantity should be sufficient for the next three years. Eventually, we will need to comply with new OSHA regulations concerning uniforms.

Chief's Report – *Roger Winter* – presented by First Deputy Chief Conover

We had 17 signal 24s in August. Twelve of them were while some of the members were away on vacation. All but one member was able to obtain coverage for this vacation period, but on substitute was a No Show. Another call could have been answered if we send EMTs on Alpha or Bravo calls, except MVAs and fire standbys. We would like to implement such a program on a probationary basis. All this will be discussed at the next Officers' meeting.

We had 26 members at the Greenlawn parade and we brought home a trophy, so congratulations to those members who attended and made a good showing.

St. Hugh's Church is having a 9/11 Memorial service on Saturday, 9/9 at 1700 hours. We did not plan on bringing groups by van, but that can be arranged if we meet at headquarters at 1630 hours. Anyone who wishes to attend should come in full Class A uniforms with gloves and we will try to sit together as a group.

The General Membership Meeting on Monday will begin at 1900 hours with a class on Roberts Rules. Dinner will need to be served promptly at 1930. The Memorial service will begin at 2015 hours and the regular meeting will begin at 2030. Ed Billia and Al Szigethy have planned the service around the NY State Fire Chaplains program.

Sue Bolen is recovering from an emergency appendectomy.
Marc Meyer is in Huntington Hospital ICU.
Bernie Hershkowitz is at Gurwin and hopes to be released by 9/22 at the latest.

We must ask all committee chairs to set up their meetings with the Chief to assure the room they want is available and that people sitting on their committee are not also required to be at another meeting at the same time. There is a calendar on Bob Loysch's desk and any officer can assist in scheduling.

Company 8 had all but one member meeting their duty time requirement for the last month. There is one member who has not been meeting the hours and that will be discussed at the next Officers' meeting. We need Company 8 members to cover uncovered shifts. The requirements for Company 8 do not allow for enforcement of the rules and need modification.
President Conover notes that the ALS members need to spread themselves out over the shifts and not ride double or triple on the same shift.

Chief Dispatcher Bolz reports that administrative hours are being reported in a timely fashion.

Secretary's Report – *Christine Blackwell*

LOA Requests

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Brian Canty #757 effective 7/26/06 to 10/26/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Gregg Orr #983 effective 7/16/06 to 10/16/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an EdLOA to Brian Milliken #1085 effective 8/19/06 to 12/15/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an OpLOA to Joe Costello, #944 effective 7/30/06 to 10/31/06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Megan Sarcona #1066 effective 7/27/06 to 10/27/06
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to grant Ext. MLOA to Marc Meyer #306 effective 8/14/06 to 11/14/06.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Shadi Atkin #1081 effective 8/4/06 to 11/4/06.
Motion carried **Unanimous**

Returning to Duty

Ona Mastroianni #1029 effective 7/29/06

Status Change

Motion by C. Blackwell, seconded by R. Franz, to accept the status change for Diana Weinberg #264 from Active Life to Inactive Life Member effective 8/1/06.
Motion carried **Unanimous**

Members Off Probation

Motion by C. Blackwell, seconded by R. Franz, to grant active membership to Claudy Grimadeau #1142 effective 8/18/06 in accordance with the By-Laws, Article III, Section 2.
Motion carried **Unanimous**

Director - *Mark Cappola*

POST 215 –

Update from Brian Canty on recent Statewide Drill competition. - Explorer Post 215 won the Novice Trophy. At the East Northport Parade, Post 215 was awarded a trophy for "Best Appearing Youth Squad." Also, the adult team won a 3rd Place trophy in the statewide ambulance drill event.

UNIFORM COMMITTEE –

Brian Canty reported that he had purchased 130 remaining winter
Jackets from the discontinued lots held by the supplier at a cost of approximately $28,000. As we usually need to replace and/or provide new members with about 40 jackets per year, these jackets should last about 3 years.
- No word on the class A uniform patches as yet.

DISASTER PREPAREDNESS –

Meeting held on Aug 30, 2006 and the following projects are being moved forward:

1. Member Survey – to get an idea of the number of members and immediate family members that may look to use the building as a temporary emergency shelter. A draft survey has been prepared and is being reviewed.
2. Building Study – A packet from ArmorScreen® has been distributed. They offer a woven synthetic material hurricane screen used to envelop a building and protect openings. Dave Mohr has contacted ArmorScreen® to arrange for a Building Improvement Committee meeting with their representative.
3. Supply Procurement – members of the Disaster Preparedness Committee are looking into the purchase of necessary supplies such as MRE's, water, air mattresses/cots, etc.
4. Information Binder – for use in the dispatch office as a public information manual to respond to calls from the public for disaster aid, shelter information, etc.

PAID ALS –

The Committee met on September 6, with Lehti Laas to consider her proposal called Strategic ALS Response (STAR). The concept behind STAR is to provide volunteer ALS providers with ALS-stocked vehicles, which they can use for personal needs in exchange for agreeing to do 20% of all ALS backup calls per month. Lehti was advised that this idea was explored in the past and generally regarded as unworkable because of many problems. She was also advised that the ALS personnel were also not in favor of this program since it was not a matter of being unwilling to do backups but simply overwhelmed by the volume. However, we advised Lehti that we would defer presenting the paid ALS proposal from IM for 2 weeks to the next BOD meeting. During that time she can contact our current volunteer ALS providers and see if there is any interest in perusing the STAR proposal further. An e-mail going to the ALS membership explaining this is to come to the committee to be approved prior to distribution and a response to her survey is to be back to the committee by 9/17.

Director - *Michael Barker*

The HCFAS Performance Statistics for August have been distributed. We handled 437 calls, 14.1 a day, but unfortunately suffered seventeen signal 24s.

The Membership Committee has only three active prospects, but Sally sent 31 letters of information regarding the 17 September Recruitment Session and the upcoming RTE Class to be taught by Tom Lemp. The three prospects sent letters of intent will be dropped on 30 September if we do not hear from them.

Motion by M. Barker, seconded by R. Franz, to authorize and approve the background check process as follows:

A. Applicant signs acknowledgement form during interview and is given a copy.
B. Sally orders the Background Check from ADP. It should take 2-3 days.

C. Upon receipt, Sally checks to see if there is adverse information. If so, she alerts the President and the Chief. They decide if additional information should be obtained.
D. The Background Check is placed in the membership file which is circulated to the BOD.
HCFAS form #202 titled Disclosure to Membership Applicant regarding Procurement of a Background Check Report is also approved.
Motion carried *Unanimous*

President Conover will check with Glynn and Mer??? and Director Barker will check with ADP to see if it is proper to maintain the report in the membership file.

3. The Recruitment Committee will host the first Recruitment Session on 17 September from 2:00p to 3:30p and meet on 20 September to discuss the outcome and plan future sessions. Andrea has sent public relations announcements, and ads will run in the Long Islander for two issues before the event. A sign will be placed in front of the building, and membership has been alerted to bring it to the attention of their relatives and friends.

A permanent Recruitment Committee chairperson is still being sought.

Director – *Mike Milo*

Director Milo is ill and unable to attend.

Director - *Bob Franz*

NYSVA&RA Annual Meeting & Pulse Check Educational Conference 8/24-8/27/06

The Association's 2006/2007 elected officers are the 2005/2006 incumbent officers except for Tim Ryan who filled the Treasurer's position vacated by the death of Jean Gourley.
The educational courses, drill competition and memorial services were exceptional events See Director Cappola's report for the HCFAS youth drill competition and senior ambulance drill competition awards. None of HCFAS nominees were selected for the NYSVA&RA annual awards. Next year's Pulse Check educational conference will be held on October 4 to October 7, 2007 at the Hudson Valley Resort.

EMS Related Organizations Meetings and Events:

Suffolk REMSCO – September 12, 2006 at Wading River Fire Dept
NYSVA&RA District 7 – September 19, 2006 at BSBWRA
SC FRES Recruitment Committee – September 20, 2006 at FRES Yaphank
SCACA Meeting – September 20, 2006 at CVAC

Suffolk REMSCO 2005 Award Ceremony – November 3, 2006 at Dix Hills Fire Dept. Three HCFAS members will receive REMSCO awards. (Although nominated, our members were not selected for the State Awards).

OTHER

MEDCOM call statistics for August 2006 were received and distributed to the Chief, President, Chief Dispatcher and Director Barker. MEDCOM has year to date 54 HCFAS 24s vs. HCFAS tally of 43.

An insurance claim for a lost radio (7/13) and a lost pager (7/19) were filed with our insurance carrier at the request of Chief Dispatcher Bolz. We should receive a check for these losses shortly.

Motion by M. Cappola, seconded by C. Blackwell, to adjourn the meeting at 2248 hours.
Motion carried Unanimous

Respectfully submitted,

Christine Blackwell,
Secretary

Annette Hershkowitz
Assistant to the Secretary

Motion to accept the recommendation of First Deputy Chief Conover and host a Defensive Driving Class, given by Bob D'Agostino on Sunday October 15, 9 AM at Headquarters. The cost is $40 per person, with a cap of 60; and currently 42 people are signed up. Breakfast will be served at a cost not to exceed $300, with the total cost not to exceed $2700. The squad will only pay for squad members, and the cutoff will be October 1. Members and family who have proven that they previously paid for the course in 2005 and not gotten their cards (2 people have proven this with a cancelled check) will be paid for by the squad as well. HCFAS Funds

Motion to accept the recommendation of First Deputy Chief Conover and hold a Weight Watchers Class in Headquarters on Wednesday Evenings, beginning Sept 13 for ten weeks. Cost per member is $99, to be paid by the member, and reimbursed after the successful completion of the course. While members' families may participate, only members will be reimbursed. Maximum 25 people, for a total cost not to exceed $2475. HCAD Funds.

Made by______ Second by___

BOD Report – 9/7/06 - Director Cappola

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
SEPTEMBER 21, 2006

Present: Martha Brenner, C. Blackwell, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter
Asst. to the Secretary: A. Hershkowitz #82
Absent: R. Conover, C. Schramm
Guests: A. Golinsky, S. Newman, L. Laas

The meeting was called to order at 1934 hours. The Secretary stated there was a quorum.

Minutes

At the recommendation of Vice President Brenner, the reading of the minutes from September 7, 2006, will be postponed to the next Board of Directors meeting on October 5, 2006

Proposals

The results of the polling of the Board members on the following motion are
Motion carried Yes: MB, WMB, MC, RF, MM, CS No: none Abstain: CB, RW

Motion by C. Blackwell, seconded by R. Franz, to accept the recommendation of Chief Winter and 2nd Deputy Chief J. Vogel and authorize and approve Mark Cappola to attend the EMS Expo in Las Vegas, NV, from Tuesday September 26, 2006 to Saturday, September 30, 2006, at a registration cost of $130.00 as an additional HCFAS member, hotel accommodations of $583.80 per single/double room plus taxes ($105.95 Tuesday, $165.95, Thursday $155.95 per single/double room occupancy per night plus taxes), meals not to exceed $68.00 (breakfast, lunch, dinner) per day, providing no meals are included as part of the registration package and any alcoholic beverages are excluded for reimbursement, round trip coach air fare of $400.00 per person per trip, round trip shuttle bus from/to Huntington to/from the airport of $44.00 per person per trip, round trip shuttle bus airport to hotel not to exceed $20.00 per person and a daily bus or taxi allowance as needed per person. Mark will attend a minimum of 3 education sessions each day. A listing of the sessions attended, the course completion certificates received with LOSAP Forms (certificates not received will be submitted upon receipt with LOSAP Forms to the 2nd Deputy Chief and to the Treasurer) and he will submit a synopsis of at least on session attended per day per person as part of the reimbursement documentation. The 2nd Deputy Chief or her designee will put the synopses in a binder for members' review. Upon the request of the Chief, 2nd Deputy Chief or the Board of Directors (BOD), the member must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Advances of money are not permitted. Reimbursement of deposits or prepaid tickets due to no-attendance is the responsibility of the member, unless requested by the member in writing and approved by the BOD. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and include original receipt and be approved by the 2nd Deputy Chief and Chief and be submitted to the Treasurer at the same time (single package) within 10 days of return from the conference. The Treasurer will provide the BOD an accounting for this conference at the BOD

meeting immediately following the request for reimbursement after the event. HCAD funds.
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Winter, to accept the Social Committee Co-Chairperson Brian Canty's recommendation and authorize and approve the President, on behalf of the Social Committee, to enter into a contract with the Crest Hollow Country Club Corporate Services Inc., Woodbury, NY, for the Annual Inspection and Installation Dinner Dance on Saturday, March 3, 2007 from 6:00 PM to 12:00 AM with a minimum guarantee of 250 people at a cost not to exceed $102.00 per person inclusive of gratuity plus Maitre D' (host) gratuity of $2.00 per person. The contract will be similar to the 2006 contract and include the Squad's standard cancellation policy. HCAD funds

Motion by R. Franz, seconded by M. Milo, to amend the above motion to read $1.50 gratuity per person for the Maitre D'.
Motion not carried Yes: RF, MM, No: CB, WMB, MC, RW

Move the motion as stands
Motion carried **Unanimous**

Motion by R. Winter, seconded by M. Cappola, to accept the recommendation of Chief Winter and Chief Dispatcher Bolz and purchase and install an HP LaserKJet 240 printer to be used as a second run sheet printer. This would allow the crew to get the call data without entering the dispatcher's office, or waiting for the dispatcher to complete the phone call. Therefore, it should help in reducing our Signal 2 time. Additionally, it would provide backup printing should the other printer break down. Not to exceed $1500.00, location outside the dispatcher's office to be determined. HCAD funds.

Motion by M. Cappola, seconded by R. Franz, to table this motion until the next BOD meeting
Motion carried **Unanimous**

Motion by R. Winter, seconded by M. Cappola, accept the recommendation of the Chief Dispatcher, Mike Bolz, and accept the modifications to the FCC Log Sheet (form 140) to include a crew confirmation column. The purpose of the modification is to obtain accurate times of crew confirmations to assist us in the application of waivers from the new dispatch protocols enacted in Suffolk County.
Motion carried **Unanimous**

Executive Session was called at 2024 hours.
Executive Session ended at 2032 hours.

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Brian Canty and President Conover and have VSS Security Systems install 2 cameras to cover the sign-in area and the ready room. As per the proposal dated 8/9/06 attached. This is in response to several incidents of items missing from these areas. Price not to exceed $1450. HCAD funds

Motion by M. Cappola, seconded by C. Blackwell, to table this motion for review by the membership at the next General Membership meeting on 10/9/06.
Motion carried Yes: MB, WMB, CB, RF, No: MM, RW

Motion by R. Winter, seconded by R. Franz, to authorize and approve Chief Roger Winter to procure up to 10 tickets (current Chief Officers and a guest, then previous Ex-Chiefs and a guest will be awarded the tickets) at a $75.00 each for the annual Fire Chief's Council Of The Town of Huntington Installation Dinner on Saturday, October 7, 2006, held at the Huntington Manor Fire Department. If a member fails to attend, without timely prior notification to the Chief, the member will be responsible to reimburse the Squad for the cost of the dinner ticket(s).
HCAD funds
Motion carried Unanimous

Motion by M. Cappola, seconded by R. Franz, to authorize and approve HCFAS to be the provider of EMS for the Suffolk Nassau Chamber of Commerce at Huntington's Long Island Fall Festival and to designate Chief Roger Winter as the Emergency Medical Action Plan Coordinator for the festival with the authority to prepare and sign the EMAP document with SCEMS. Further to authorize and approve HCFAS and Explorer Post 215, with the required number of advisors, to participate in the Festival stand by from Friday, October 6 to Monday, October 9, 2006. The Chief will ensure that proper transportation will be provided for the explorers to and from Squad headquarters and the festival with Squad vehicles. Further to authorize a meal allowance of $10.00 per Squad member, Explorer Post 215 member and any fire/rescue/ambulance department member that stands by for HCFAS during the festival for each complete four (4) hour shift t be paid from HCAD funds. Explorer Post 215 must have the required advisors for each shift and take direction from the HCFAS Chief. No emergency response with explorers on board a Squad vehicle is permitted. All meal allowance money will be centrally distributed, signed for and accounted for by the Chief. Further to authorize the Chief an amount not to exceed $250.00 for signage etc. for the festival and authorize the Recruitment, Membership and the Public Relations Committees' chairpersons a combined amount not to exceed $250.00 for the printing of recruitment and and/or RTE/CPR course flyers etc. for distribution at the festival. With their consent, any eligible HCFAS member is authorized to act as a temporary Post 215 advisor if requested by a Post 215 advisor. HCAD funds.
Motion carried Unanimous.

Motion by M. Cappola, seconded by C. Blackwell, to authorize Explorer Post 215 of the Huntington Community First Aid Squad to hold a Holiday Extravaganza 2006 raffle. The Post will sell 500 tickets at a donation of $5.00 per ticket for a total of $2,500.00. Prizes will be drawn for each day of the month of December with the prize amounts being 1% ($25.00) of total sales for each day, double bonus for Sundays, and additional 1% (total $50.00), and an additional bonus for holidays (Christmas Eve, Christmas Day, First Night of Hanukkah and New Years Eve), an additional 3% (total $100.00). All tickets will be eligible to win each day. Winners will be put back into the drawing. Based upon the number of tickets sold, the prize amount will be adjusted accordingly. All monies will be collected by Chief Advisor Brian Canty and deposited on a regular basis into the Explorer Post 215 funds.

The winners will be posted by week at the squad. The BOD will receive a complete listing of all winners with amounts and an accounting of all receipts and disbursements and the amount that was earned by Post 215 funds.
Motion carried Unanimous

Treasurer's Report – *Carl Schramm*

Motion by R. Franz, seconded by C. Blackwell, to authorize the payment of bills.

9/8/06 to 9/21/06	16 transactions	HCAD Funds	$15,905.69
9/8/06 to 9/21/06	5 transactions	HCFAS Funds	$ 3,357.06

Motion carried Unanimous

Director Franz requested a copy of the lease agreement with Ikon Office Solutions for the new copier machines.

President's Report - *Reeve Conover*

Legal Actions:

The court papers were signed on 9/14/06. We are suing Karen Thelan for payment of $1,008.00 for unreturned Squad items.

The Alert Glass contract has been signed and the check has been cut.

The Background check form will be kept in the membership file. It is not acceptable to keep anything but medical information in a medical file. Please review the response from Atty. Glynn on this matter

The Life Membership Committee has made their decision and Chairperson, Mary Winter, will present their decision at the first BOD meeting in October.

The warranty information for the two new vehicles has been received, presented to the BOD and no substantive objection was received. Chairman Brian Canty is working with the vendor to get the contract completed for BOD approval. Measurements were done last week.

We have been named in the will of Anthony Vaccari of Greenlawn NY as a $5,000.00 Beneficiary.

We have received the second check from the TOH for $772,000.00.

On the communications project, Drew Silverman has indicated that the NYPD is blocking all frequencies. To move up into the next range of frequencies would cost another $2000.00 (at least), and Drew is not sure if this is advisable. He will let us know shortly.

Chief's Report – *Roger Winter*

Status of Operations:

We had 17 Signal 24s for the month of August. Some loss of coverage was due to vacation. One replacement failed to appear for their shift. There were several overlaps of calls coming in too close together. A Dispatcher on the overnight didn't call out for a final page.

All issues raised at the General Membership meeting were discussed with the Officers.

The Officers have been preparing an EMT Responder Pilot program for Alpha and Bravo calls. We ask that the BOD review the idea and present their questions so we may prepare a motion for the next BOD meeting.

We will need many volunteers for the Celebrate Huntington Fall Festival on the 10/6-9 weekend. There is a large sign up sheet downstairs and some spots have already been filled in. Since we have this responsibility we declined to march in the parade that weekend.

On 8/28/06 we had a fire alarm go off in the building. The dispatcher on duty did not know there is a switch on the console that will end the siren wail. The console will also show where the fire is located in the building. We are NOT hooked up directly to the fire house, so if smoke is seen, the fire department must still be notified. Huntington Manor F. D. came, but noted no smoke so therefore, no fire. The trucks must be moved out of the building by qualified drivers and all other members should go outside until the all clear. In this case, a smoke detector in an air duct malfunctioned. We had a complete check of the fire alarm system and thought all was well. This old detector has been replaced.

Personnel:

Sue Bolen and Tony Cruz were both hospitalized but are home now.
Marc Meyer was at Huntington Hospital but is back at Birchwood and would like visitors.
Bernie Hershkowitz is also home after a few weeks at Gurwin for physical therapy.

Liz Steenson and Christy Stiles each have new grandsons.
Audra Rumpelein and Jon Desjardins were married and
Casey Winter and Jon Stone were married.
Congratulations to everyone.

1st Deputy Chief Conover is reviewing the Company 8 SOPs and will be rewriting them for clarity and compliance with current practice.
Chief Dispatcher Bolz is also reviewing the SOP for Administrative hours. Administrative personnel will be expected to turn in their time sheets monthly, not quarterly. It is unfair to overburden the Chief Dispatcher with late reports.

Equipment:

Members are taking right turn corners too sharply and we have had to replace the right rear tire on many of the rigs for side wall damage from hitting the curb.

2:15:18 is still at Shanker Neville. I have spoken to them about keep the rigs so long to do minor repairs.

It has been noted that the MCI vehicle is leaning to the left. This will be checked out.

Building:

Bob Loysch and Tony Cruz washed the garage doors. Thank you both.

The lights have been reset to come on earlier in the evening as it is getting dark earlier.

The tile floors have been cleaned and buffed and the carpets will be cleaned next week.

Members have noted that our lights in the building dim at times and it may be the result of LIPA cutting power to save energy. We are putting a monitor in the building to report the results to LIPA

Huntington Manor F.D. is having a dedication ceremony for their ladder tower truck on Sunday at 1200 hours. Anyone wishing to attend should go in class A uniforms.

We may be eligible for two grants, one for $1000.00, and another for $1,500.00. The paperwork still needs to be filed to apply.

We have a list of members with portable radios which are distributed to encourage members to answer back up calls. We will be reviewing who does respond and who does not. If a member does not answer at least 2 calls a month beyond their regular shift, we will request the return of the radio.

Pagers are issued for the purpose of getting back up, especially on the overnight shifts. The problem is many members shut the pager off during the night to please their spouse so never hear the page.

Secretary's Report – *Christine Blackwell*

LOA Requests

Motion by C. Blackwell, seconded by R. Franz, to grant an MLOA to Bernie Hershowitz #374 effective 8/22/06 to 11/22/06
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Reina Gomez #1121 effective 8/19/06 to 9/16/06
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an EdLOA to Matt Cappola #1106 effective 8/24/06 to 12/15/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an Ext. MLOA to Tomoko Hirasawa #1129 effective 9/16/06 to 12/16/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an Ext. OpLOA to Julie Stone #1093 effective 9/2/06 to 12/3/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an ext. MLOA to Mary Beth Kraese #873 effective 9/16/06 to 12/16/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an EMLOA to Patricia (Sue) Bolen #1010 effective 9/5/06 to 12/5/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Javier (Tony) Cruz #1043 effective 9/13/06 to 12/13/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an Ext. MLOA to Patricia (Trish) Reciniello #740 effective 9/2/06 to 12/2/06.
Motion carried Unanimous

Returning to Duty

Mike Marinello #1046 effective 9/7/06.

Resignations

Motion by C. Blackwell, seconded by R. Franz, to accept the resignation of Probationary member Nicholas Grenier #1138 as a member effective 8/29/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept the resignation of Elisabeth Siegel #1061 as a member effective 8/31/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept the resignation of Christopher Hollweg #1095 effective 9/4/06.
Motion carried **Unanimous**

Vice President's Report –*Martha Brenner*

The By Laws Committee has had problems setting a date for a meeting as two members of the Committee are currently in EMT Refresher classes.

The Medical LOA SOP changes will be ready for presentation at the 10/5 BOD meeting.

The PPP discussion has been postponed pending a meeting with Director Franz and myself to clarify some outstanding questions.

The informational letters for the 40th Anniversary Celebration have been mailed. We will discuss this plan further at the October 9 General Membership meeting. We are trying to locate all past members of HCFAS, so, if anyone knows the whereabouts of past members, please share the information with me. Contact by e-mail would probably be the most convenient.

Director – *Christine Blackwell*

Mary Jane Woznick has been busy gathering four estimates for the adult holiday party for the BOD to review. Brian has been out ill so he could not work on this project. Mary Jane hopes to have a proposal with the estimates for the October 5 meeting.

Director – *Mark Cappola*

Disaster Preparedness

The building is not designed to withstand a category 5 hurricane. There is a product called Armor Screen that is a film made of a fine mesh put over the glass that would prevent the glass from shattering in high wind or from flying objects. We will have the company come in to make a presentation to the BOD. If this building cannot be made safe, are we prepared with a contingency plan? Shelter set up by the County will all be farther east of here and not useful to our members or the Community at large. If we do bring the public into this building for safety, we assume a great liability.

We are conducting a survey of the membership to see which families would be interested or in need of temporary shelter in a major storm. We need our first responders to know their families are safe if they are to go out to help the Community without worry for their own. The Survey will be posted in the PULSE.

Uniforms

The patch for the sleeve for the class A uniforms is being prepared so we can have samples to see just what we would be ordering.

Post 215

Our Explorer Post 215 took the novice trophy at the State competition and the adults took 3rd place in the Statewide Ambulance drill.

Post 215 also took the Best Appearing Youth Squad trophy at the East Northport Parade. Congratulations to all.

Paid ALS

A motion at the General Membership meeting postponed bringing up the proposal to present a contract to the BOD with Inside Management and to give Lehti Laas and the St.A.R. program more time to see if she can get extra ALS services with our own ALS providers. The ALS providers would have to agree to do more shifts than they already do, as much as 20% of the ALS calls and the Squad would allocate a vehicle to their use. We agreed to give the program time to work.

Director – *Mike Milo*

I will have a detailed report on Red Alert and it's use for the Fund Drive and the website at the next meeting. We have the option of doing a poor job by trying to move forward now, or a job that will be functioning if we take the time to plan it properly.

Director - *Mike Barker*

The Membership Committee interviewed two prospects on Tuesday evening. There are ten people on the spread sheet, but two who were sent letters on the first of August will be deleted if we do not hear from them by September 30.

The Recruitment Committee held the first "Third Sunday Recruitment Session' last Sunday, 17 September. We had nine visitors, with six promising to start the RTE / CPR course that began Tuesday evening. There are twelve people in that class. A permanent Recruitment Chairperson is still being sought.

The Committee met last evening to discuss how to get more people to the next session on Sunday, 15 October. We are investigating announcements PTA meetings and churches, fliers, to be distributed in local libraries and "friendly" places like the Cinema Arts Center, a recruiting table during Celebrate Huntington and notices to Nursing Schools at SCC, and NCC, Farmingdale and Stony Brook colleges offering 'live' experience by joining HCFAS. We will also ask Andrea Golinsky to continue her public relations efforts, and are asking for renewal of the paid advertising.

Andrea Golinsky reports that the TOH is starting a new ad campaign to seek volunteers. We could have very short notice if they wish to do any filming in the building. Their ad agency will print up and distribute pamphlets at the Town expense and we should take advantage of that.

Director – *Robert Franz*

Suffolk REMSCO Meeting 9/12/06 at Wading River Fire Dept.

There was no quorum therefore this was an informational meeting only. The REMSCO Crew Confirmation and Dispatch Protocol FAQs will be expanded to reflect questions that arose at the two August protocol rollout meetings. One waiver request has been received. A letter will be sent by FRES (MEDCOM) to agencies to identify any additional services that will be requested of FRES which should aid in planning and to anticipate necessary resources.
SC EMS held the electronic PCR RFP proposer's conference and proposals are due in October. The 12 lead EKG receiving station at SC Medical Control is currently in the testing phase and should be in service shortly. SC EMS is working on Special Needs Sheltering planning as part of Emergency Preparedness. A special needs sheltering training program for Medical Reserve Corps members and CERT volunteers was presented on August 23rd. Copies of the SC EMS Division report dated 9/11 has additional information and was distributed to interested parties and is posted on the bulletin board.
REMSCO is exploring an update of their website. The combined Suffolk REMSCO 2005 Award Ceremony and EMT Longevity Award (service bar – no more pins) Ceremony is November 3, 2006 at Dix Hills Fire Department. A Best Practices presentation is planned for November 2006. The nominating committee will nominate Dr. Vic Tarsin (alternate Kevin Pesce) to fill the vacancy of Mike Rubin representing Medical Control. Minutes of REMSCO's May 9, 2006 and July 11, 2006 meetings are on the REMSCO website and have been posted on the bulletin board.

NYSVA&RA District 7 Meeting – September 19, 2006 at Bay Shore Brightwaters Rescue Ambulance

The September 19, 2006 meeting followed a non core CME presentation on Slips and Falls. Reports and discussions were primarily concerning Suffolk REMSCO September meeting and crew confirmation protocol. Also discussed were the following topics: improved exposure of the Association and District 7; annual budgets; paid personnel; recruitment and retention of volunteers; incentives for volunteers, LOSAP and property tax exemption and income tax credits, The July 17, 2006 meeting minutes were received and posted on the bulletin board. The next meeting is scheduled for 10/17/06 at Brentwood Legion Ambulance.
The State Association's letter writing campaign was successful when Governor Pataki signed into law the bill which exempts volunteer ambulance services from DMV fees for searches and copies of documents. The State Association's Blanket publication has recently been mailed to all members. See SEMSCO 9/15/06 meeting notes on bulletin board.

Town of Huntington Recruitment Committee – September 19, 2006 at Town Hall.

We discussed the upcoming campaign for posters, district signs, bus shelter ads and TV ads (probably with Supervisor Petrone). The word "Volunteer" will be stressed in these ads. The question came up regarding the results of these advertising campaigns and, while you could not quantify the results, it was definitely a positive public awareness of the recruitment needs and services provided by the volunteer. Greenlawn F. D. has placed the word "volunteer" on their last 4 vehicles. We discussed signs and decals on our vehicles (volunteers needed – phone

Number, website etc.) Andrea Golinsky was approached by the advertising agency to have some of our members take part in the ads, hopefully at HCFAS. The ads should be geared to all age groups or various ads for different age groups. There also appears to be money available for any Squad or F. D. that wishes to have the advertising agency prepare the signs, brochures, ads, etc.

S C FRES Recruitment Committee – September 20, 2006 at FRES, Yaphank

This meeting was cancelled and the next meeting will be October 18, 2006.

SCACA Meeting – September 20, 2006 at CVAC

EMS Related Organizations Meetings and Events:

NY Chief's Island Conference September 23-24, 2006 at Hofstra University.

Insurance:

We received two checks for the replacement costs less the deductible for our insurance claim for a lost radio and a lost pager from our insurance carrier.

We have been subpoenaed to give testimony as witnesses in a lawsuit. Arrangements have been made with our legal counsel to be present with our members at the deposition.

Motion by M. Cappola, seconded by R. Franz, to adjourn the meeting at 2233 hours
Motion carried **Unanimous**

Respectfully submitted:

Christine Blackwell
Secretary

Annette Hershkowitz
Asst. to the Secretary

HUNTINGTON COMMUNITY FIRST AIDE SQUAD
BOARD OF DIRECTORS MEETING
OCTOBER 5, 2006

Present: R. Conover, Martha Brenner, C. Blackwell, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter
Asst. to Sec. A. Hershkowitz
Absent: C. Schramm
Guests: B. Bielanski, Mary Brenner, M. Conover,
A. Golinsky, L. Laas,

The meeting was called to order at 1930. The Secretary stated there was a quorum.

Minutes

Motion by C. Blackwell, seconded by R. Franz, to accept the minutes of September 7, 2006 as amended.
Motion carried Yes: MB, CB, WMB, MC, RF Abstain: MM

Motion by C. Blackwell, seconded by R. Franz, to accept the minutes of September 21, 2006 as amended.
Motion carried **Unanimous**

Point of Order. R. Franz points out that there is a violation of Section 5 of the By Laws in that the "BOD members are to be given a list of the candidates eligible for Life Membership fourteen days prior to the first BOD meeting in October, each Board member will receive a listing of all eligible members indicating at a minimum: members' name, address, date of acceptance, date of birth, and current status, and a copy of each member's updated profile from the Committee Chairperson." Also, the "Board Secretary is to attend the final meeting of the Life Membership Committee", and after a "secret ballot" vote by the committee, "the Chairperson and the Secretary will count the secret ballots and form the selection committee's prioritized recommendation based on the number of votes cast for each candidate". At that point the ballots would be destroyed. The President responded he was unaware of these requests as he didn't have that page in the copy of the By Laws given to him.
It was the consensus of several BOD members that since the Chairperson was present, she should be allowed to present the findings of the Committee and the vote on the final choices would take place at the next BOD meeting. Mary Winter, chairperson, offered to return in two weeks to make her presentation.

Motion by C. Blackwell, seconded by M. Brenner, to go to Executive Session in order to hear the presentation of the Life Membership Committee Chairperson, Mary Winter.

The motion on the floor was called.
Motion carried Yes: MB, CB, WMB, MC, MM No: RF

Executive Session began at 1948 hours
Executive Session ended at 2004 hours.

Motion by M. Brenner, seconded by R. Franz, to table the vote on the choice of Life Membership until the next BOD meeting on October 19, 2006.
Motion carried Unanimous

Motion by M. Brenner, seconded by R. Franz, to suspend the regular order of business to hear a report from Dave Mohr, Chairperson of the Building Improvement Committee.
Motion carried Unanimous

Dave Mohr, Chairperson of the Building Improvement Committee, presented a final drawing prepared by Joe Mile of H2M on the additional signage to be placed on the east wall of the building facing toward New York Ave., the ***hc*** logo with red cross and the star of life to be added to the front of the building to the right of the front door, the yardarm to be added to the current flag pole, the programmable sign to be placed in front of the Dispatch office window, the memorial stone with the EMS prayer, additional lighting and electrical sockets and the replaced landscaping.

There was some discussion on the size of the lettering for 'Volunteers since 1967', the size of the lettering options on the programmable sign, and the color of the logo and star of life as both will be made of cast aluminum, colored blue. Dave Mohr assured everyone that although not mentioned in the drawing, all these details are part of the plan and will be incorporated into the final product. David will discuss with the committee and H2M the placement of the name on top of the display sign. Bob Franz requested that the name of the Squad be placed on top of the sign.

David Mohr informs the BOD that a representative of Armor Screen, a mesh product that could be placed over our glass exterior walls and protect them from wind and debris in the event of a hurricane, will be coming from Florida on Wednesday, October 11, 2006, to make a presentation of his product. Anyone who can be available to meet with them, including Bob Scheiner and Joe Mile, are invited to attend. A time for the presentation is yet to be fixed, hopefully at a time to allow for maximum attendance. Bob Franz suggested that the representative take a look at the building during the daylight, prior to making his presentation.

Proposals

Motion by R. Franz, seconded by M. Brenner to accept the recommendation of Director C. Schramm, and the Building Improvement Committee and Chairperson David Mohr, to approve the attached plans, as amended, and authorize H2M to apply to the Town of Huntington Zoning Board of Appeals and upon their approval of the design, send the Plans for the Monument and Sign project out for bid. The bid is to include a detailed warranty and ongoing maintenance contract. The attached revised estimated cost as per H2M is $74, 710.00.
Motion carried Unanimous

Motion by R. Franz, seconded by M. Cappola to add Dave Mohr, driver, Matt Cappola EMT, and Keith Rubenstein, patient, to the 8/3/06 motion approving participation, attendance and appropriate reimbursement at the NYSVA&RA Ambulance Drill competition in August 2006. HCAD funds.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to authorize and approve the Social Committee to have the Children's Holiday Party on Saturday, December 9, 2006 from 3:00 PM to 6:00 PM at headquarters. The authorized attendees and gift eligibility for this event will be in accordance with the Social Committee protocols of Article IX Section A4 of the SOP's which must be posted with the signup sheet including that the child must be present to receive a gift. The Social Committee Co-Chairperson, with approval of the Board liaison will have the authority to approve or deny requests to attend by other interested parties with a fee of $35.00 per child which is to be paid in advance by the squad member requesting approval but fee must be paid no later than November 23rd, 2006. Further to authorize and advance of $5,500.00 which will be accounted for in accordance with the PPP and is to be used to cover the expenditures for food, paper goods, decorations, (table decorations only-no ceiling decorations), entertainment, film and gifts. It is estimated that the gifts will not exceed $35.00 per child. No other funds will be provided without the express pre-approval of the Board of Directors. The eligible child must be present to receive a gift, no exceptions. Members paying the $35.00 fee may receive the child's gift if the child is unable to attend. The Social Committee Co-Chairperson, M. Woznick, will be responsible for this event. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and include original receipts and be submitted to the Treasurer immediately after the event and the Treasurer will give the BOD an accounting for this event at the next BOD meeting immediately following receipt of the accounting. HCFAS funds
Motion carried Unanimous table RF MC add <u>That</u>

Motion by C. Blackwell, seconded by R. Franz, to authorize and approve the Secretary to enter into a purchase order agreement with the County of Suffolk Board of Elections for the rental of a voting machine including the services of a voting machine technician, the preparation and printing of sample ballots, other necessary election paperwork and delivery and pick up of the machine in connection with the Squad's annual election on Monday, December 11, 20006, at a cost not to exceed $500.00. Further, to authorize a $250.00 advance to the Secretary for the meals on Election Day. HCFAS funds.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to approve the 2006 – 2007 Board of Directors Annual Holiday Dinner meeting at a place to be determined on Friday, December 22, 2006 at 1900 hours at a cost not to exceed $1,500.00, sales tax exempt certificate must be utilized. The Secretary will be responsible to make reservations and timely inform all eligible attendees and the Board of Directors of the date, time, and location of the dinner. HCFAS funds.
Motion carried Unanimous

Motion by C. Blackwell, seconded by M. Cappola, to authorize and approve Secretary Blackwell to purchase 2006 holiday cards, labels and stamps and timely mail the cards to all active members, inactive life members, associate members, 2nd division fire departments and

ambulance squads, public officials and certain vendors at a cost not to exceed $650.00 which will be accounted for in accordance with the PPP. HCAD funds.
Motion carried **Unanimous**

Motion by M. Brenner, seconded by M. Cappola, to approve the proposed SOP change entitled Medical LOA, published, read at the General Membership Meeting on 8/14/06, as amended.

R. Winter arrived at 2015hrs.

Motion by M. Brenner, seconded by R. Franz, to table this motion.
Motion carried Yes: CB, WMB, MC, RF, MM Abstain: MB, RW

See Chief's report for motion authorizing the EMT Repsonder Pilot Program to respond to Alpha and Bravo calls.

See Director Cappola's report for motion authorizing Pilot Program for ALS providers to take Squad car beyond the current one mile limit of Squad jurisdiction.

Treasurer's Report – *Carl Schramm*

Motion by M. Brenner, seconded by R. Franz, to authorize the payment of bills.

9/22/06 to 10/5/06	31 transactions	HCAD	$20,094.14
9/22/06 to 10/5/06	3 transactions	HCFAS	$ 1,748.06

Motion carried **Unanimous**

President's Report – Reeve Conover

Legal Items

Karen Thalen: An email from Laurie Simon reports "I just received a call from the process server that he went to the home of Karen Thalen and learned she had been evicted from her apartment by the Sheriff about two weeks ago. Do we have any idea of her current whereabouts? If not, it may take some time to serve her"
Vice President Brenner is aware that Karen has shared responsibility for her child with her ex-husband. Martha will contact him to see if he knows how to get in contact with her.

The balance on the attorney's retainer as of 9/22/06 is $816.53. We need to consider increasing the retainer for next year.

Contrary to rumors, Tom Lateleure is not stepping down as Director of Training for Suffolk County EMS.

Dr. Alicandro is leaving her post with the County to do medical research.

ALERT GLASS STORAGE We still need to know the sizes of the crates holding the glass panels to determine if they can be stored in this building or if they will need to be stored elsewhere. Size will determine the space needed. The President will contact Tim Glynn and/or Alert Glass to get this information. The Alert Glass check has not been issued.

Chief's Report – *Roger Winter*

Building

The heating system has been checked out for the winter.
The Generator has been checked out.
The overhead garage doors had the quarterly service.
Maintenance is ongoing on all rigs. Air Conditioning was repaired in several rigs.
In general, we are ready for winter.

We were alerted to a problem by Markham Collision. They saw a hole cut into our back fence behind the bushes. Apparently someone has been sneaking into the railroad area to steal aluminum and used the opening they cut into our fence for a fast getaway. I called the MTA Police and alerted them to the problem. We will review our security tapes to see if anything showed up. The MTA will give us a general time frame so we can narrow down the search.

Vehicles:

The mirror in 2:15:20 was repaired
An air horn was repaired.

I am applying for E Z Pass for all Squad vehicles. This may be most frequently needed by the van or 2:15:82 when Bob and Andrea head upstate, but it will be up to the State if they give us Easy Pass for these vehicles. A new law will allow emergency vehicles to use the Easy Pass lane at no charge as long as the trip is from one end of New York State to another. If a conference takes us over the State line, we will be billed by the neighboring state for the fees. The bill passed in Albany as some upstate ambulances must use the thruway to take a patient to the hospital and the fees were becoming excessive.

We have been testing the hydraulic stretcher and have some feedback from the riding members. All agree it is far too heavy to use and we have asked Stryker to come and take their stretcher back.

Training:

Second Deputy Chief Vogel has a plan to give 5 classes of the new CPR protocol on Saturday and Sunday, Oct. 21 – 22. There are two classes on Saturday and three on Sunday. This plan should result in most of the members being trained so that the AEDs may be reprogrammed for use as quickly as possible.

The September Review Training was NIMS 700 for all members, including Administrative. The program is available on FEMA.gov. The program gives a confirmation that the test was taken, but we will need the original certificate of completion in all members folders in order to meet basic requirements. There will be future trainings like this.

Personnel:

We had an incident with Cold Spring Harbor F. D. and Greenlawn F. D. The Chief has spoken to the Chiefs from both departments and the problem has been resolved.

Fall Festival:

We have a plan approved by the County to assure EMS services at the park for the duration of the festival. There will be three ambulances stationed at three points within the park manned by full crews at each station. We had some difficulty getting the town to set up an adequately sized tent for triage. They had moved vendors into our space. We explained that the safety plan presented t the County may not be modified. All transports will be provided by our surrounding fire departments leaving us with only two rigs to roll for the rest of the Community. We will be making use of the new 800 Mhz radios. We may need to rethink our participation in this event for future years. We ask a great deal of our members to cover this event and some might have planned a three day weekend that didn't include staying in Huntington. I told the Chamber of Commerce that they may need to consider paid EMS services for this event.

Signal 24 / EMT Response / Crew Leader

The Officers have prepared an EMT Pilot program for Alpha and Bravo calls.

Motion by R. Winter, seconded by M. Cappola, to authorize certified EMTs to ride as Crew Leaders for Alpha and Bravo calls for a period of one year, as per the EMT Responder Pilot Program attached.

Motion by M. Milo, seconded by R. Franz, to table this motion so all BOD members have the opportunity to review the proposal.
Motion not carried Yes: MM, RF No: CB, MB, WMB, MC, RW

The Chief feels this is a good program to minimize Signal 24's. The time lost forwarding a call to a nearby fire department delays finding a crew and the quality of service would not be any better than what we would provide with our own certified EMTs. This program may give the EMTs more confidence to take the ACL program. Having a QA / QI type form for the crews would help the officers to monitor the progress of the program.

Bob Franz objects to the proposal as he prepared three pages of questions expressing his concerns.

The Chief notes that the Officers did review Bob's questions and agreed to change two of the items in the proposal. The Board should have confidence in the Officers to do what is best for the community and for the Squad.

Captain Bielanski notes that the Officers gave the proposal a great deal of time and effort and that 100% of the Officers feel this is a good step. We would be able to get two ambulances on the road when too often, we could only get one.

R. Franz suggested aletter from our attorney that this program would not be detrimental to the Squad should be sought. No one else on the BOD concurred.

Move the motion by Martha Brenner.
Motion carried Yes: CB, MB, WMB, MC, RW No: MM, RF

Bob Franz states we are not conducting business in a proper way. We should not be voting on motions that have not been clearly worded or were not included in the meeting agenda.

Secretary's Report – *Christine Blackwell*

LOA Requests:

Motion by C. Blackwell, seconded by R. Franz, to grant an OpLOA to Robin Smiles #937 effective 10/2/06 to 1/2/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Winter, to grant an EdLOA to Alison Russo #884 effective 10/17/06 to 11/5/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Winter, to grant an OpLOA to Mary Ann Schramm #595 effective 11/1/06 to 2/1/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Winter, to grant a MLOA to Joanne Cunningham #1139 effective 9/28/06 to 12/28/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Winter, to grant an Ext. MLOA to Greg Orr #983 effective 10/17/06 to 1/17/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an OpLOA to Rob Lesser #1032 effective 9/1/06 to 12/1/06.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an OpLOA to Joe Greene #1036 effective 10/4/06 to 1/4/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an OpLOA to Angelo Gesmundo #1130 effective 10/9/06 to 1/9/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an Ext. MLOA to Reina Gomez #1121 effective 9/17/06 to 12/17/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an EdLOA to Thomas Heinisch #1109 effective 10/14/06 to 1/4/07.
Motion carried Unanimous

Resignation:

Motion by C. Blackwell, seconded by R, Franz, to accept the resignation of Julie Stone #1093, effective 09/20/06.
Motion carried Unanimous

Returning to Duty:

Tomoko Hirasawa #11129 effective 9/19/06
Patricia Reciniello #740 effective 9/24/06

New Member:

Motion by C. Blackwell, seconded by R. Franz, to accept Rich Fantasia #1167 as a probationary member on Saturday, 1900 to 2300.
Motion carried Unanimous

Vice President's Report – *Martha Brenner*

1 – The By-Law Committee met last Saturday and continued on with the total re-write. This is a time consuming process but is moving along. They have not yet scheduled another meeting. I was not present at the last meeting as I was out of town. The following changes were made:

2 - PPP: I have a meeting set with Bob Franz on Tuesday, October 10. When we have finished our review/changes that version will be sent to all board members to review for the next board of directors meeting.

3 - 40th anniversary: As note in PULSE I have a tentative meeting for Tuesday October 17. I will announce this again at the GMM and have it sent out by email. The date will stand unless there are a lot of conflicts.

The letter that went out has had several return emails to me. A few have provided emails for people I do not have on the list. Also, the comments are very positive, so far two three members may use this as an opportunity to return to the island.

I have also been put in touch with a member of Melville FD who did a history book for them and is willing to share the good and the bad with me. I have a tentative appointment with him tomorrow.

Director – *Robert Franz*

NYSVA&RA District 7

The next meeting is October 17, 2006 at Brentwood Legion VAC.

NYSVA&RA

Andrea Golinsky had an article published by the 1st Responder in October. The article is on the Pulse Check Educational Conference and Drill Competition and covers a full page with pictures of Explorer Post 215 members participating in the Drill Competition and an HCFAS ambulance participating in the Ambulance Drill Competition. Thank you Andrea for doing such a fine article.

I will be attending the October 28, 2006 Board meeting in Albany

SCACA

The next meeting is at Southampton Town VAC on Wednesday 10/18/06.

Town of Huntington Recruitment Committee

Andrea Golinsky was contacted by the advertising agency and coordinated a shoot with them at HCFAS today for the TOH ad campaign including TV spots. Andrea had several of our members available for this purpose. She also had a crew participate in a simulated hurst tool event at the HFD.

NYS Department of Labor – Public Employee Safety & Health (PESH)

Information received at a Pulse Check seminar indicated that we should have a poster posted on our bulletin board regarding labor law information relating to public employees job safety and health protection. A poster has been obtained and posted. The poster is the same as an OSHA poster.

Director – *Mike Barker*

1. The **HCFAS Performance Statistics** for September have been distributed. We handled 424 calls, 14.1 a day, with only five signal 24s. We have an increase of ALS response to 70%.

2. The **Membership Committee** has eight prospects on the spreadsheet, and there are ten potential members attending Tom Lemp's RTE class that concludes later this month. Sally is speaking to the class this evening, encouraging them to complete their applications.
3. The **Recruitment Committee** will hold its second Recruitment Sunday on 15 October. Andrea was successful in having the Town print colorful recruitment flyers that will be distributed at Celebrate Huntington, as well as libraries, stores, and :friendly" venues in town. Carmen's committee is investigating ***HCFAS Recruiter*** T-shirts for members willing to wear them around town and answering questions from prospective volunteers, among other ideas.

A permanent Recruitment Committee chairperson is still being sought.

Director – *Carl Schramm*

There was no written report on the Building Improvement Committee submitted for the meeting.

Director – *Christine Blackwell*

There is nothing to report on the Social Committee.

Director – *Mark Cappola*

Paid ALS Committee – ALS Response Committee

The title of the committee is changed to ALS Response C. as it allows for more alternatives to improve our ALS service to the community.
We have pulled the motion to the BOD that would move to begin a contract with Inside Management. We are moving forward with the St.A.R, program with some modifications from the original presented by Lehti Laas. The modified plan does depend upon 8 or 9 of our already most active ALS providers to agree to cover 10 more shifts as stand by members. This pilot program will run for three months to see how things are going. We will then have a review of the ALS response coverage and a review of those ALS providers to assure they are willing and able to continue to handle the added responsibility. In the interim, we will continue to review paid ALS as an option.
We want to thank Lehti for all the work she did to set this plan in motion and our ALS members who will be taking on the added responsibility. We did have an increase of ALS response to calls from 50% to 70% for the month of September. The open discussion has increased awareness among the ALS providers and it would be good if there is a 'trickle down' effect to BLS. Lehti's plan is seen as the last best chance to fix the problem.
Sharyn Cullen-Kutcher lives farther out of our district than in the past and she could benefit from the use of a Squad car to bring her into the area more quickly. She can take a car home when she leaves her regular shift and have it on hand for the rest of the next day to respond from home. The project will need to be categorized as a Pilot Program to allow for the modification of the SOPs so that a Squad vehicle will be permitted outside our jurisdiction. The Hogans, Tom and Judy, are also willing to take on more shifts. They too live a way from the heart of the district and a Squad vehicle will give greater assurance of fast response. The average motorist will not move aside for a responder's private vehicle with just a green light. Lights and sirens would be

necessary to answer calls in a fast manner. Paul Kelly and Al Szigethy have both taken on many more shifts. Both have said they do not need a Squad vehicle to answer calls, but if their personal cars were damaged in any way, the inconvenience to them would be excessive and unnecessary. They too should take a Squad vehicle whenever possible. If we find, after 3 months, that the program is working, we will consider purchasing more cars for ALS use. We do have two new First Responder vehicles on order, but the current vehicles are part of a trade in package so they are not available for modification for use by theses ALS responders. Vehicles with lights and sirens are considered critical to the success of the St.A.R. Project, so delay of the use of them may hamper the success of the project. The use of personal cars will mean drugs will not be brought by the ALS provider to the scene so the rig must arrive in time to make ALS services possible. We anticipate there will be more ALS providers by the summer of 2007 as we have several members in classes now, but this is a 9 month course.

Motion by R. Franz, seconded by Martha Brenner, to approve a pilot program whereby Sharyn Cullen-Kutcher or another ALS provider to take a responder vehicle or 2:15:82 to their home or business which may be outside the current one mile HCFAS district limits with the permission of the Chief for the purpose of responding to ALS calls.
Motion carried **Unanimous**

Director – *Mike Milo*

Website

No progress has been made on the website. John Maier has now been appointed to spearhead this project. He will be reviewing another website provider.
Arrangements have been made to pay Planet Media for the remainder of the year while we seek improved services. It would be good if we could get additional Squad members involved to help this committee move forward.

Red Alert

We are still waiting for the firm quote for the CAD system module for the Red Alert system. I have asked Jim Malillo to head up this project and try to get the quote as soon as possible.

President Conover and Vice President Brenner saw a number of vendors at the EMS Convention in Las Vegas and found several of them of interest. We will start reviewing the possibility of using another system that is geared more for EMS, rather than firematics.

We are still waiting for completion of remaining report (LOA) and screen modification. We are paying partial payment for reports we have received.

Identification Cards

Alpine has quoted approx $6800 for their module for the ID system. Chief Winter advised he saw a system for $2500. I will review with the Chief the information about this other system.

Motion by M. Cappola, seconded by R. Franz, to adjourn the meeting at 2356 hrs.
Motion carried **Unanimous**
Respectfully submitted:

Christine Blackwell,
Secretary

Annette Hershkowitz
Asst. to the Secretary.

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
NOVEMBER 2, 2006

Present: R. Conover, Martha Brenner, C. Blackwell, C. Schramm, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter
Asst. to Sec.: A. Hershkowitz #82

Guests: David Mohr, Lehti Laas, Andrea Golinsky, Eileen Burns, Mike Bolz, Chris Winter

The President stated there was a quorum. Directors Cappola and Schramm will be late.

The meeting was called to order at 1933 hrs.

Motion by R. Franz, seconded by C. Blackwell, to suspend the normal order of business to hear a presentation from Dave Mohr, Chairperson of the Building Improvement Committee
Motion carried Unanimous

Wash Bay Presentation

David Mohr presented the BOD with a modified proposal for the wash bay conversion from H2M. The new proposal is for a much higher cost. Discussion ensued concerning the reason for the increase. David did ask for an explanation from H2M but he was not sufficiently satisfied with the response. Mike Milo is concerned about the extra cost, that the use will be limited to only part of the year, and questions if the project is necessary. The President reminded everyone the initial proposal earlier this year was not approved, but Andy Ball asked the BOD to revisit the project. Martha Brenner notes that the members approved a wash bay as part of the initial building design but it did not materialize, so we should proceed as the membership still wants. Roger Winter thinks we should not put David to all the work of seeking a solution if we do not plan to proceed. Reeve Conover notes that the plan to make the wash bay viable was a result of the Temporary Work Groups project.

Proposals

See additional proposals after the approval of the Minutes, and the Life Membership Motion after Director Cappola's report.

Motion by R. Winter, seconded by C. Blackwell, to accept the recommendation of Building Improvement Committee Chairperson David Mohr and H2M Group to accept the low bid of Stalco Construction of Deer Park, NY and authorize and approve President Conover or his designee to enter into a contract acceptable to the Squad attorney for the installation of wash bay curtain system as per the attached bid. Cost not to exceed $16,069. The warranty and required certificate of insurance will be included in the contract. Bond Account/HCAD funds.

Motion by M. Brenner, seconded by R. Franz, to table this motion for a time when all the BOD members are present.

Motion carried Unanimous

Motion by R. Winter, seconded by M. Brenner, to accept the recommendation of Building Improvement Chairman David Mohr and send the draft letter to H2M included in the Wash Bay Curtain Project packet, to express our dissatisfaction with the inaccuracy of their cost estimate.
Motion carried Unanimous

Armor Screen Presentation

David Mohr held a meeting of the Building Improvement Committee on November 1 to hear a presentation from Armor Screen. This company has not been around long, but they are growing rapidly, all by word of mouth. Their business is sufficient that they do not advertise and it took David two weeks to even find them. They propose a screen product to be attached by system, to be designed specifically for our building, so the fabric can be attached at close intervals on the flat roof, behind the vertical fascia, with the fabric stored in bags until needed. The screening would be dropped over the edge of the building and attached to the ground. A CD available from the company shows a 2x4 as a projectile hitting the screen and bouncing off. The fabric reduces wind velocity that would hit the glass at 200 mph to 4 mph. Water collects in the screen holes and stops the water from reaching the glass. HCFAS would be asking for their product to hold off a category 4 hurricane as that is believed to be the strongest storm to potentially hit our area. The fabric, passed around for inspection, comes in several colors, but the black allows for the most visibility out of the building. The overhead doors on the garage are strong and the fabric would be designed to leave them accessible. The fabric may be tented out, away from a building, air bags may be installed strategically at the vertical supports of the building to keep the screen away from the glass approximately 8" – 12", or it may be attached to the ground directly at the base of the foundation. The air bag system might be our best option. With a 48 hour notice of an impending storm, we would have sufficient time to deploy the cloth up and over the fascia as each section of fabric would weigh approximately 80lbs, a manageable weight. It would be wise to do a dry run each year to test the product before the hurricane season. Sun is the one factor to damage the fabric and it would have a minimal life expectancy of 10 years. We would need to interface with the roofing company to assure that the attachment of the screening would not damage the integrity of the roof membrane.

The proposed estimate for the engineering of the system that would attach the system to the roof is $25,000.00, but the entire project would cost $255,000.00. FEMA has monies for such projects. We would begin the project and send an application to FEMA requesting instruction on which department would handle our proposal. Bob Franz asked how long it would take to receive any funds from FEMA and how much of the cost of the project would they absorb. David replied that he cannot comment on the time necessary for processing, however, he has been advised to write to FEMA and ask them which department handles this type of project rather than simply submit the application to get lost in routing. We might expect that FEMA would absorb as much as 50% of the cost. David said that the bid package was not needed for the grant application. Bob wanted to know why we could not file with FEMA before laying out $25,000 of taxpayers funds to design the roof attachment system. The government may seek a bid from a company that may spend substantially to determine a design and the full cost to build, then submit the bid and not win the grant. The cost of their design and the expenditure of their time is simply the cost of doing business. Bob said, since we do not know how long the process may take, it might be better to seek the funds first and open an inquiry on when we might expect the support before expending our funds. David stated there is a backlog of at least three months David stated there is a backlog of at least 3 months for installation and in our case where a system needs to be designed, the time lost will be greater. He would like to see this project in place before the 2007 hurricane season begins.

Bob also pointed out that there are no other buildings in Town that have used this product. How do we justify such expenditure to the TOH? No other fire or ems service agencies are seeking this level of protection. David points out that we have a tall building and most of the second floor is glass, more than any other building in Town. If we loose the second floor of this building, we could not use it as a shelter, nor would the rest of the integrity of the building be intact. Our ability to assist first responder families or the general public in Huntington could be greatly compromised. In a disaster, our members will need to know their families are safe before venturing out to help the community. Bob still suggests we take 90 days to submit a letter, then a proposal to FEMA, to see what the response is before expending $25,000.00 for engineering that may or may not be used.

Martha Brenner points out that this is taking out an insurance policy against the worst case scenario. If we do not get a FEMA grant, the question then is, are we willing to spend the money for such a system, just in case? If a category 3 hurricane hits Long Island, we might be the only building functioning in Town, since we have a generator to keep things running. Our research on potential storm damage shows we need to protect our families and maybe the public, for up to 72 hours, but in reality, repairs from such a storm would take far longer. Agencies responding in disasters are usually Federal. Our level of care to stranded people in the Community will be on the front line of services.

Proposals Continued

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of the Building Improvement Committee Chairperson Dave Mohr and Director Mark Cappola and approve the committee to proceed with the project, send letters to FEMA and our Federal Representatives, apply for the appropriate FEMA grant, and authorize Armor Screen to engineer the parapet mounting system and provide a bid package at a cost not to exceed $25,000, and to authorize H2M to oversee the project at a cost of $125 per hour, not to exceed $6,250. David Mohr of the Building Improvement Committee will coordinate this project on behalf of the Squad. Bond and HCAD funds.

Motion carried Yes: MB, CB, WMB, MM, RW No: RF

A letter was given to Dave Mohr authorizing him to proceed with the Alert Glass project.

Motion by Martha Brenner seconded by C. Blackwell, to grant a vote of confidence to the 40th Anniversary Committee to move forward on the history book and the weekend celebration. It is understood that the pricing for these projects is anticipated to be in the range of $50,000, and the cost will be covered out of HCFAS monies currently on hand.

Motion carried **Unanimous**

The regular order of business was resumed at 2030 hrs.

Minutes

Motion by C. Blackwell, seconded by R. Franz, to accept the minutes of October 19, 2006 as amended.
Motion carried Yes: MB, WMB, RF, RW Abstain: CB, MM

Proposals Continued

Motion by R. Winter, seconded by R. Franz, to authorize the submission of the request for waivers (#3 & #5) from the Emergency Medical Services Dispatch, Crew Confirmation and Mutual Aid Protocol to Suffolk REMSCO
Motion carried **Unanimous**

Motion by C. Blackwell, seconded by M. Barker, to approve the SOP amendment of Section IX.A. Social Committee Protocols, as attached. This amendment was published in the October 2006 Pulse and read for comment at the October 9, 2006 General Membership meeting. 2/3 vote required.

Discussion resulted in a decision of Vice President Brenner to email a clean corrected copy of the amendment for presentation at the next BOD meeting at which time, a vote will be taken.

Motion by M. Brenner, seconded by R. Franz, to approve the proposed SOP change entitled Medical LOA, published, read at the General Membership meeting on 8/14/06, as amended.

Motion by M. Brenner, seconded by R. Franz, to table this motion.
Motion carried Yes: MB, CB, RF, MM, RW No: WMB

Director Cappola arrived at 2117 hrs.

Motion by R. Winter, seconded by Martha Brenner, to accept the recommendation of Chief Roger Winter and Third Deputy Chief Bob Loysch and authorize and approve President Conover or Chief Winter to accept the low bid of Chelsea Rose Construction Corp division The Deck & Patio Company (Deck & Patio) and issue a purchase order / agreement for automatic snow removal basic services for the 12/01/06 to 04/30/07 season as follows: removal and sanding per storm: under 6" - $ 550.00, from 6" to 11" - $ 1,000.00, 12 " and over $ 1,250.00, sanding only - $ 245.00, shoveling of walkways to front door, side doors and Town sidewalk is included in the above prices and optional equipment as requested at $ 275.00 per hour. HCFAS will have an option to renew this agreement for the period of 12/1/2007-5/30/08 without any change in price. Deck & Patio must provide an acceptable Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage. The above basic service prices are the same as the 2004 / 2005 agreement. HCAD funds.
Motion carried **Unanimous**

Motion by R. Franz, seconded by C. Blackwell, to approve the SOP amendment of

Section VII, Paperwork Section D, Paragraph 4 Administrative Activity Report, as attached. This amendment was published in the October 2006 Pulse and read for comment at the October 9, 2006 General Membership meeting. 2/3 vote required.

Motion by R. Franz, seconded by M. Cappola, to amend the above motion by deleting the last sentence and adding the last sentence under Company 8 : 'A copy of the report will be distributed to the Board of Directors at the first scheduled BOD meeting following the first Operational Officers meeting of the quarter'
Motion Not carried Yes: RF, MM No: MB, WMB, CB, MC, RW

Move to vote on the motion as written
Motion carried Yes: MB, CB, WMB, MC, RW No: RF, MM

See motion following report by Lehti Laas concerning ALS use of Squad vehicles.

Director Schramm arrived at 2143 hrs.

Treasurer's Report – *Carl Schramm*

Motion by C. Schramm, seconded by R. Franz, to pay the bills.

10/20/06 – 11/02/06	HCAD funds	24 transactions	$49,323.58
10/20/06 – 11/02/06	HCFAS funds	5 transactions, 2 voids	$ 1,315.00

Motion carried **Unanimous**

Director Schramm has a memo from Ferd Neumann requesting the Verizon bill for wireless phones be paid promptly.

We have a standard policy that when several people are involved in an event, each must submit their expenses at the same time, have all necessary approval signatures on the paperwork and then all the group will be paid. This can result in late payments on their charge cards for some if on of the group has failed to submit the paperwork on time. We should consider modifying the policy so people who submit their expenses in a timely manner will receive funds and be able to pay off a charge card rather than have to carry a balance resulting in late fees or interest. In the instance of the recent conference, the 2nd Deputy must sign off on all paperwork, and then the Chief, before the Treasurer and proceed with arranging payments.

The payment on the Bond is due today to the Bank of New York for $352,000. The payments come due in November, February, May and August. We can pay this weeks in advance to assure we are not late. Carl Schramm called the bank twice for clarification on the actual amount and had no response. The Bank of America lost monies and the account still had Mike Milo listed as the treasurer.

The Treasurer also spoke with a woman named Alice at the Bank of New York, who was able to resolve a problem with the bank concerning old bills and reimbursement. The Bank of New

York is HCFAS. The HCAS funds are in another bank and is should be treated as a 'pure / sterile' account.

President's Report – *Reeve Conover*

Keith Tetrault and Phil Orlando will be here at the Squad on Election Day to make their depositions on the case where they were subpoenaed as witnesses.

A majority agreed that we should hold the December 22, 2006 meeting at Red in Huntington, so the Secretary will make arrangements for the meeting at 1900.

We gave Mike Chiarelli a deadline to respond to the letter sent out by Chris Blackwell at the request of the Officers. To date we have not heard from Mike. Martha Brenner reports that she has had several people approach her about the Officers' and BOD's decision to request that Mike resign or be removed from membership for his inability to meet any duty hour requirements. She is willing to contact Mike by telephone to discuss it with him but postponed that call as he just married this past weekend and is on his honeymoon. Congratulations and best wishes to Mike and his bride. We can expect a report next meeting.

We are currently on pace to finish 2006 with 5100 – 5150 calls, about 200 calls over last year's number and 805 more calls than 5 years ago (about 2.2 calls more each day) We had 7 signal 24's last week and have almost doubled the number of signal 24's we had last year. We need a task force, or something similar, to work on the overall response issue. The Chief stated that the Officers will focus on this issue for the final months of this year. One major requirement is that every shift must have a minimum of a Dispatcher, Crew Leader and Driver. All Officers will be making their calls to members in the evening as leaving messages on answering machines is not productive.

Please review the form revisions from Jim Barkocy no later than November 11 (not the 13th), so the committee has time to give us final copies for the Board Packet for the 11/16/06 meeting.

The Chief brought up the issue of Transports. We may not do any interagency transfers such as from a hospital to hospital or hospital to a nursing home, but we may transport a member from the hospital to their home. We may not do transports for others in the Community as we used to do.

The First Deputy Chief sent out a mass email on whether we should consider an arcade game for the Ready Room. There were 36 yes responses and 22 no responses. Some of the replies were quite nasty in tone. There are very few members on the fence regarding this issue. Since we have a majority of yes response, we will address this at the next General Membership meeting. Martha Brenner believes we should give the members what they want. We want them to be here, available for backup calls, and this could be an incentive. If the BOD does not agree to the Arcade after the open discussion at the General meeting, we can invest in board games. Bob Franz notes there are board games downstairs, but we do not know if they have all the parts. In general, the BOD members in favor of the Arcade game are R. Winter, M. Barker, C. Schramm, and M. Brenner, with M. Cappola a soft yes. Board members opposed to the Arcade game are R. Franz, M. Milo and C. Blackwell. President Conover estimates this as a 60% for vote.

President Conover invited Lehti Laas to join us tonight and give us a five minute report on the status of her sub-committee on ALS Response and the St.A.R. Program.

Lehti passed out two charts showing weekly coverage. The St.A.R. Pilot Program Guidelines has been prepared, and a Response Tracking sheet developed. There are 4 lists: one of currently practicing ALS providers (21), one of members who are certified ALS providers (29)(8 not practicing), one of members who might be available for ALS in 6 months and another for those who might be available in 8 months. Also included were copies of emails between Lehti, President Conover and Tom Hogan.

In the 8 weeks the sub-committee has been working, they sent letters to all ALS providers to see who would be willing to participate in St.A.R. So far, they include Judy and Tom Hogan, Paul Kelly, Sharyn Cullen-Kutcher and Joe Costello. We currently have 21 active ALS providers who cover 12 regular shifts. Al Szigethy, Sue Otto, and Larry Scott have agreed to do backup ALS on 7 shifts which adds an additional 3 shifts that didn't have any ALS coverage. There are 3 deficient shifts but Lehti has commitments from Anne Gabriel and Joe Costello to try to cover these shifts on a more frequent basis. We have a total of 29 ALS providers who are members, which leaves 8 who are currently not riding as ALS. There are more members currently in the CC program and others who have expressed an interest in training which may bring us an additional 6 ALS providers in 6 months and a potential for 8 more ALS providers in 10 months. Another member has expressed a willingness to renew his ALS certification but his name is not on the list (Eric Autz). This will result in a total of 35 ALS personnel on the Squad. With all the interest brought to ALS response, the number of ALS covered calls jumped to 70% in the month of October.

The Sub-Committee met on 10/15/06 and set some objectives. One was to put out a training alert in the PULSE. The second was to see where we had coverage. The third noted that we did not have ALS on Monday or Tuesday 2300 shifts. Some people who were initially interested in participating in St.A.R., like Al Szigethy, dropped out based on time considerations. We updated the ALS scheduling chart and Paul Kelly moved his coverage to shifts that were uncovered, rather than ride on a shift that already had ALS, and Larry Scott agreed to take some backup. We thought a meeting with the ALS Response Committee was important, so Lehti contacted 2:15:32 to set one up, but she felt the meeting was not necessary. On Friday, 10/20, Lehti had a series of emails with President Conover who also did not see the need for a meeting. Lehti did not contact co-chair Mark Cappola.

The Sub-Committee met again on 10/25. They updated the schedule as Larry Scott and Sue Otto had updated their coverage. They prepared the <u>St.A.R. Pilot Program Guidelines</u> for what the ideal St.A.R. program should be, with incentives. They created a tracking sheet or ALS Log so we can see precisely what the coverage is. Bernie Hershkowitz has offered to monitor our statistical coverage. The ALS responders will also be checking the FCC Log to see that there are checks noting that ALS did respond, even if they were called off. Mike Bolz has said he will speak with the Disptachers to see that this is carefully reported. The ALS member's names should also be on the PCRs, even when it is determined they are not required and BLS covered the call and transported. It would be appropriate that the ALS Committee see the FCC statistics kept by Mike Barker so they can see that credit is given, but the issue of confidentiality was a concern.

We will need to see if the rig arrives before ALS providers in their own cars so equipment is available and ready to use. Calls often come in fast succession and if an ALS provider answers an Alpha or Bravo call because BLS was not responding and the next call to come in is for ALS, then we can't cover that ALS call. This type of statistic also needs to be tracked. If ALS is called, but the scene is within blocks of the hospital, ALS won't be able to set up before BLS could transport that person to the ER. The ALS members who signed up for St.AR were confused about their responsibilities in the program and how these types of incidents will affect the coverage and statistics.

Many have asked why the program didn't begin in October. We needed to get out the Training alert. We needed a formal program written out for all to understand. We needed a way to track the progress of the program. What are we looking for and how will we determine if we are succeeding? What is really important to the BOD members? How do we control where the data goes and who sees it? How do we prevent the ALS provider from not getting mentioned on the PCR sheets or the FCC log?

The St.A.R. members were confused about when and how they can make use of squad vehicles. Can they take a car for 24/7? Can they use the car for the day? When would it need to be returned? If an ALS provider has a car, must he/she answer up to every page? What if ALS takes the car for 12 hours, but 3 of those hours in the middle of the time frame a personal task must also be done, preventing the ALS from answering an ALS call? Members responding in their own cars are not going to get the cooperation of the public to move aside. They also put their own vehicles at risk. The St.A.R. members are very open to the incentive of having a car for their use while listening for ALS calls.

One concern of some of the ALS Response Committee and the BOD was burnout. Paul Kelly has stated he will know if he is feeling burned out and will then pull back on some hours. He stated he will worry about his own burnout. He notes that his actual call response rate has gone down slightly in October as he was saving himself for ALS and not responding to every call.

The St.A.R. Program officially started on 11/1/06. The sub-committee feels it is a good step toward an alternative for providing ALS services. They hope that with the increased response of the ALS members, the BLS members will be inspired to answer the BLS calls more quickly and hopefully want to become part of the ALS system. (LL)

The Chief states that an ALS provider should see him about signing out a responder car. The provider can state how many hours they can listen and respond and that will determine the time they take the cars. He will apply common sense. If someone asks for the car for 24 hrs, but will be out of the County at work for 12 of those hours, then take the car for the 12 hours you are in district and can answer calls. If ALS has taken a car, they need not respond to an Alpha or Bravo call unless it turns out to be more serious than originally reported and requires ALS. If ALS has a car but must take a short break for personal business in a 12 hour period, call the Dispatcher and leave word, and then call back when available again. There can be a Chief's directive that allows the cars to be taken by ALS providers yet not require them to answer every call that comes through, only ALS calls. The ALS provider will need to take the drugs into their home and not leave them in the car in the sun as the boxes are not temperature controlled. Reeve noted that Paul Kelly didn't expect a Squad car, nor did Al Szigethy. Al is no longer part of St.A.R.

but does answer backups. He expressed a need for a car after the first meeting. The Hogans and Sharyn also need a car as they are farther outside the district. They would benefit from the lights and siren so the public gives them the right of way. The incentive of the use of the car could also affect the BLS members to want to become ALS providers. We will need to keep one responder car in house.

The St.A.R. program has ALS providers answering more calls, even before the program was officially up and running. It would be good if BLS saw the response and wanted to be like ALS or better yet, train for ALS. The BOD is in favor of using the vehicles we have available now before considering the expense of purchasing new cars. The BOD wants to know the program is working for the three month period agreed upon before moving on such an expenditure. Lehti is concerned that there is a risk of the program failing if the ALS do not have incentives. Incentives for BLS may be a step in the right direction to increase response there too.

The data collected by Director Barker is not for the public view and is kept confidential, but the St.A.R. ALS providers will need to know how their work is progressing and that all the responders are credited for the calls answered in the FCC Log and on the PCRs. Also, the ALS providers are not signing in on the LOSAP sheets and a further verification of responses.

Chief Winter states efforts need to be made to fast forward the training of ALS providers like Bruce Hafner and Donna Gurtowski. Perhaps they could go through the ambulance check out and start riding sooner and work on dispatching skills along the way. We do not want ALS providers doing dispatching when their services are more vital on the rig. Everyone needs to know dispatching, but we should consider reversing the order of training in certain circumstances.

Mark Cappola would like to see the BOD approve the St.A.R. Program, but on a more simple level than the formal Pilot Guidelines presented tonight for the 3 month period. Once we see that we have the additional backup and increased ALS response rate, we will review the program. The current pilot program would use the vehicles currently available in the building. We will start tracking the data as of 11/1/06.

The BOD agreed to give Lehti and the sub-committee a vote of support and a big Thank You for all the work they have done to get this project moving. No further Board of Directors action is indicated until after the 3 month period ending on January 31, 2007. If a meeting is needed with the ALS Response Committee, one can be arranged. In the next two weeks, the St.A.R. providers will speak to the Chief to arrange to use a first responder vehicle out of their homes.

Motion by R. Franz, seconded by R. Winter, to authorize an ALS provider to take a responder car outside the one mile limit currently set to answer ALS calls under the St.A.R. Pilot Program.
Motion carried Unanimous

President Conover commented that Lehti and the sub-committee have produced an amazing amount of work in the last 8 weeks and should be commended for all their effort and time.

President Conover passed around a clipping from the paper about a fire department and their expenditures on travel to a conference and while at the conference for everyone's information.

Chief's Report – *Roger Winter*

Status of Operations:

- ⇒ Recommendations for the dispatch protocols
- ⇒ 9– 24 are for October 2006. From the 24^{th}-26^{th} 6 24's Shift overlap no crew on duty were the reasons
- ⇒ Cold Spring Harbor Hot Line/ Alarm Phone 631-692-4747 is now remote call forward to Suffolk County F.R.E.S. 911 Control Center. Mutual Aid Requests contact CSHFD dispatch on 631-692-6772 or by radio frequency 46.42.
- ⇒ We are getting an overload of request for Stand-by's from St. Anthony's – many of these do not require a stand-by.
- ⇒ Emergency Medical Services for Children (EMSC) Survey has been filled out by Joe Denimark and Mailed off to the state.
- ⇒ John Palmieri's sister in law has passed away.
- ⇒ Proposal for the second printer.
- ⇒ Pamela Brenner #1157 A mistake at the General Membership meeting listed Pam as being off probation, but that will happen on 11/18/06.

Equipment:

- ⇒ 2-15-21- Transmission Torque converter needs an upgraded, and transmission seal to engine is leaking.

Building:

- ⇒ The Fence has been repaired.
- ⇒ Traditional Air must replace compressor Tuesday 0600 hrs the crane and the compressors were put on the roof and the repair was completed.
- ⇒ Deck and Patio renewal in the mail boxes. Same as the old contract.
- ⇒ Simplex Grinnell special provisions sheet handed out.

Projects:

- ⇒ 20 year Exempt members
- o Patricia Reciniello #740 9/2/86
- o Laura Treulich #743 9/22/86
- ⇒ Replacement flag for Military personnel, three stars – and purchase of two additional individual banners for the windows
- ⇒ Protocols for the dispatching waver must be completed
- ⇒ ID Card proposal – Mike Milo

Secretary's Report – *Christine Blackwell*

LOA Requests

Motion by C. Blackwell, seconded by R. Franz, to grant an EdLOA to Kendy Brouard, #1099, effective 10/18/06 to 1/18/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Fritz Barreau, #1025, effective 9/30/06 to 12/30/06.
Motion carried Unanimous

Returning to Duty

Sue Bolen #1010 effective 10/26/06
Greg Orr #983 effective 10/17/06 – full riding duty
Joanne Cunningham #1139 effective 10/24/06

Members Off Probation

Motion by C. Blackwell, seconded by R. Franz, to grant active membership to Caroline deElia, #1152 effective 10/27/06, in accordance with the By-Laws, Article III.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant active membership to Keith Rubenstein, #1154 effective 10/27/06, in accordance with the By-Laws, Article III.
Motion carried Unanimous

Fritz Barreau # 1025 has not passed the Dispatch Test, so his formal probation has not begun. The Chief states that Chief Dispatcher Bolz is working with Fritz on this issue.

Vice President's Report – *Martha Brenner*

Credit Cards

Credit card application was hand delivered to Bank of America a week ago and should be arriving in the mail soon. I left my cell# in the event they had questions and have not heard from them to this point.

40th Anniversary Committee

The task of gathering information has begun in anticipation of creating a history book. Several of us began going thru old PCR's and the logbook, and have found some very interesting things. Mark Brenner has joined the committee and will be putting together a list of questions to send out to ex BOD and officers in an attempt to obtain additional information. The historian committee has agreed to help.

The price for the history book, based on 300 copies, hard cover and 40-50 pages including both color and b/w runs from $23 to $28, or a total of $7000 to $8000. Understanding that this is based on the best guess I can make at this time. This would be a print ready book doing the layout in house, should this change the price would go up.

I have also sent a memo detailing the celebration plan, and a motion to obtain a vote of confidence from the BOD for the committee to move forward on these issues.

A proposal for a "40th Anniversary Banner" has been placed in your mailboxes. The committee believes this should be a stand-alone proposal and should be completed regardless of the outcome of the vote of confidence.

SOP

Changes approved at the last meeting, 1-Administrative hours reporting 2- Social Committee. I received one comment on adding a coma and making one word capitalized. These have been sent to the SOP committee chair. I have not received any comments on the EMLOA so this will be brought up as it was last distributed at the next meeting. I have not received any feed back from Director Franz on the changes to the PPP. We met and I completed an update on the changes that he provided both verbally and in extensive notes in our meeting of 10-10-06. The updated document was emailed to him on 10-19-06. When I have received comments from Bob I will complete a draft for review by the entire BOD. Of course, if any of you would like a copy of the current document as Bob and I have updated it please let me know and I will be happy to provide you with a copy.

Pending: update of the RTD form to be in agreement with the med LOA policy, this will be done when the policy has been approved.

Document retention policy: no action to date

Uniform policy: will be reviewed with the uniform committee as soon as I can meet with them regarding the "patches" issue from the last GMM.

Director – *Carl Schramm*

There is nothing new to report. David and the Building Committee have made their presentation concerning the Armor Screen. They will have drawings for the top of the LED sign. At present, it looks like a white background with black lettering and a slightly curved top for the sign.

Treasurer Schramm reentered the room with 4 checks he just cut. They will appear on the next Treasurer's report. The checks are for the Suffolk County Boy Scouts of America for $123.00 fee and an $89.30 fee, Goldman Brothers for $5,340.00 for shirts and pants, and to All American Awards for $125.00.

Director – *Michael Milo*

RED ALERT

Jim Mallilo, and Pete Hotchkis have been working on a quote for the CAD module. They will be working with Chief Dispatcher Mike Bolz on reporting information. Director Milo will be speaking with Jim as to whether this will be a viable plan to move forward. The Alpine invoice for services provided to date will be authorized.

WEB SITE

We are maintaining the web site, tweaking it, to add some more information and new pictures. Director Milo has not reached John Maier who is working on this project to see who he may be considering for outside assistance.

WIRELESS SYSTEMS

The Wireless Systems are on the back burner as the system that was installed was not to our specifications. It appears we were promised something that cannot be delivered. Wireless is working for in some rooms like the ready room, quiet room and the small conference room in the west wing, but it needs to be more secure. An electrician needs to put wires into a box.

Director – *Robert Franz*

LOSAP

Participants'12/31/05 statements were distributed in a sealed envelope via members' mail folders or mailed to the participant. Participants were requested to review the information and report any changes to me in writing.

NYSVA&RA Board Meeting – October 27 – 28, 2006 in Albany, NY

Many issues were discussed and worked upon including Pulse Check Educational Conference 10/4 – 10/7/07, classes, speakers, trade show vendor packets and committee assignments. Revisions of the association's procedural manual were discussed. Vital Signs recruitment efforts were discussed as well as the upcoming Expo in January at the Nassau Coliseum. The preliminary 2007 legislative agenda and accomplishments for the past year were discussed. Officer and district reports were given and discussed. Various motions for purchase of equipment, blazers, membership cards etc. were passed. The next 2007 meetings will be Jan 20-21, April 22-23 (Legislative Day) and July 21-22.

FASNY Legislative Conference – October 28, 2006 in Albany, NY

I attended the last day of the conference at which their 2007 legislative agenda was discussed and voted upon. Sometime in the near future, some of these items will be combined with other Fire & EMS organizations legislative agenda items to form a legislative agenda of united concern.

Other Matters:

Pursuant to subpoenas, the deposition of two members as witnesses regarding a call has been rescheduled for November 7th. They will be represented by Larry Kelly of Glynn Mercep and Purcell.

I have been working with Martha on the PPP revision and have given her my latest comments for her review. Other suggested revisions may follow.

Town Of Huntington Recruitment Committee

The Public Service Announcement (PSA) taped by Supervisor Petrone and Mark Cuthbertson for the TOH Volunteer Recruitment Campaign is being aired during November on Cablevision & Fox News Cablevision.

Veteran Events

10/27/06 – Kwanzan Cherry Trees planted on the Village Green.

11/12/06 Sunday, 2 PM, Veteran's Memorial Plaza outside Town Hall – 11 new commemorative plaques will be placed.

Director – *Mike Barker*

The HCFAS Performance Statistics for October have been distributed. We handled 453 calls, 14.6 a day, with ten Signal 24s.ALS response for the last month was up to 77%.
It will be essential that the St.A.R. group also gets the statistics.

The Membership Committee has fifteen prospects on the spreadsheet including a number from Tom Lemp's RTE class that recently concluded. Interviews are taking place, to be followed by background reports and physicals.

The Recruitment Committee manned a table at the Walt Whitman Mall last weekend from 10:00 AM to 9:30 PM and spoke to a number of prospective members who have been invited to the next Recruitment Sunday on 19 November. The "Recruiter T-shirt" plan is being readied for presentation to the BOD at the next meeting. We are considering the following for the back:

YOU Can Save A Life
and Make a Difference
h/c logo and HCFAS Name
Ask me about volunteering.

We are working on the front design. We were thinking a medium blue color would be different from previously issued navy and red shirts.

Tomorrow at 10 AM, Mark Cuthbertson will be here for some photos that will go out with the TOH recycling calendar sent to the community.

A permanent Recruitment Committee chairperson is still being sought.

Chief Winter would like to thank Mike Barker and his committee for working on these Tee Shirts and Mike especially for the job of maintaining all the statistics.

Director – *Mark Cappola*

There was no written report as it was detailed in the report from Lehti Laas on the StAR Program and the presentation of the Armor Screen Proposal by David Mohr.

Motion by R. Franz, seconded by M. Cappola, to hold an Executive Session at 2347 hrs.
Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to approve and bestow 2006 Life Membership on (to be announced at the March 3, 2007 Installation / Inspection Dinner) Selection was determined from recommendations of the Life Membership Committee and their review of eligible candidate profiles and LOSAP summary records which were submitted to the Directors. Approval by the Board required a 2/3 vote in accordance with Article II, Section 6, of the By-Laws.
Motion carried Unanimous

The meeting resumed at 2349 hrs.

President Conover stated that he will be unable to attend the next BOD meeting as he will be out of town, so, please have all information to him by Sunday AM for the BOD packet.

Motion by M. Cappola, seconded by R. Winter, to adjourn the meeting at 2350 hrs
Motion carried Unanimous

Respectfully submitted:

Christine Blackwell
Secretary

Annette Hershkowitz
Assistant to the Secretary

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
DECEMBER 21, 2006

Present: R. Conover, M. Brenner, C. Schramm, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter
2007 Board Members (no vote) L. Laas, D. Mohr, M. Conover
Assist. to the Secretary: A. Hershkowitz #82
Absent: C. Blackwell
Guests: A. Golinsky

The meeting was called to order at 1954 hours. There was a quorum.

Director Franz suggested that if 2007 Secretary, David Mohr, was sitting at the table with the 2006 Board, then 2007 Director, Lehti Laas should join those seated at the table. Initially Lehti declined, but later sat at the table.

Minutes

Motion by M. Brenner, seconded by R. Franz, to accept the minutes of the December 7, 2006 meeting as amended.
Motion carried **Unanimous**

Proposals

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of the Benevolent Committee Chairperson, Jim Barkocy, to authorize and approve an outright grant of $500.00 and an emergency loan of $1000.00 to an HCFAS active member, due to financial hardship. Arrangements have been made for monies loaned to be repaid. This member is in good standing, according to HCFAS By-Laws. HCFAS funds.
Motion carried **Unanimous**

Bob Franz requested that when a polling of the Board members is made and some do not respond that the individual Board member is telephoned instead of only using email.

Bob Franz requested a clean copy of the proposal of the PPP prior to the presentation for a vote. The Board concurred.

A clean copy of the proposed SOP changes entitled Medical LOA Section C was distributed to all BOD members with the request to review prior to the next meeting. The SOP change will be presented at the first meeting in 2007.

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Chief Winter and Chief Dispatcher Bolz and purchase and install an HP LaserKJet 2430tn printer to be used as a second run sheet printer. This would allow the crew to get the call data without entering the dispatcher's office, or waiting for the dispatcher to complete the phone call. Therefore it should help in reducing our Signal 2 time. Additionally it would provide backup printing should the other printer break down. Not to exceed $1500, location outside the Dispatchers' office to be determined. HCAD Funds.

Discussion:
Several positions were tried for placement of the one printer currently in use and there were criticisms of each placement. The second printer would also have the advantage of acting as a back-up if the first should fail. Mike Milo pointed out that the installation will not be simple. It will require another separate internet port to be installed by Cable Vision outside the Dispatch office. The cost of this installation should be included in the proposal. Additional comments had to do with the placement of the second printer, inside and outside the office door. There is also a concern that the Crew Leader could take the printed sheet and not verify with the Dispatcher that the information is correct. There could also be the added confusion when a Dispatcher does not know who responded to a call, especially in the case of multiple calls. Information on the bottom of the printed page is important, but so is information gained by the Dispatcher when speaking with MedCom.

Motion by R. Franz, seconded by M. Milo, to table this motion pending further information from the Technology Committee.
Motion carried Yes: WMB, RF, MM, RW No: MB, CS

Motion by R. Franz, seconded by M. Brenner, to authorize and approve President Reeve Conover to accept Glynn, Mercep & Purcell, LLP, December 7, 2006 renewal retainer engagement letter for calendar year 2007 retainer engagement in the amount of $5,000.00 for 30 hours of time. The hourly billings of $225.00 per partner hour will be in effect after the initial retainer of $5,000.00 or 30 partner hours are exceeded. HCAD funds
Motion carried **Unanimous**

Motion M. Brenner, seconded by R. Franz, to accept the changes recommended by Director Franz to the "SOP Social Committee Protocols Section IX, A.

Discussion
Director Franz noted changes in the proposal made after 10/19/06 not discussed with the BOD. Are those changes in the final copy sent to Jim Barkocy? A certified copy from the SOP Committee chair is needed to confirm the final wording. Martha Brenner states that changes discussed at the 11/2/06 meeting are in the motion and referred to Jim Barkocy. Dave Mohr expressed concern about the procedure and the language in the document. Changes made by two members of the BOD, Martha and Bob, were apparently not discussed with the rest of the BOD. Martha thought the changes were discussed. Confusion seems to exist concerning the age of children being included in Squad social events.

Motion by R. Winter, seconded by M. Barker, to table the motion pending further clarification.
Motion carried **Unanimous**

A clean copy of the Social Section IX (A), certified by the SOP Committee, will be provided to all BOD members for review before the next meeting.

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Chief Vogel and ALS Committee Lifepack 12 Coordinator Al Szigethy, to upgrade the Lifepak 12 monitor-defibrillators with the addition of (1) A new hard case "Basic Carrying Case" and (2) The addition of an automated BP capability. One to be purchased for each of the eight (8) LP12's in service. Cost for item (1) not to exceed $2424.40, from Medtronic. Cost for item (2) not to exceed $22,292.00 from Medtronic. Total cost not to exceed $24,716.40, including shipping and installation as per State of New York Contract PC 60006, item 2 parts and labor warranty is one year. HCAD Funds.

Motion carried Unanimous

Discussion

This equipment will be for ALS use only. The first blood pressure will be taken manually, and then monitored automatically.

Bob Franz congratulated Al Szigethy, Joe Denimarck and 2nd Deputy Chief Joanne Vogel for all their work on this project.

Motion by R. Winter, seconded by M. Brenner, to accept the recommendation of Chief Dispatcher Bolz and change and amend the motion of 5/4/2006, amended 8/3/2006, to eliminate the large folding maps, and change to 200 atlas-style maps (not laminated) at an additional cost of $600, including binders. HCAD funds.

Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter, to authorize and approve Public Relations Committee Chairperson and PIO Andrea Golinsky and Director Robert Franz, to attend the Huntington Township Chamber of Commerce sponsored Long Island Media 2006/2007 breakfast program on Tuesday, January 9, 2007 at a cost of $35.00 per person. A maximum of 4 representatives, 2 additional to be chosen by the Chief's Office, may attend.

Motion carried Unanimous

Motion by R. Franz, seconded by R. Winter to authorize and approve the Squad's New York State Volunteer Ambulance and Rescue Association (NYSVA&RA) District 7 delegates, Andrea Golinsky and Bob Franz, to attend the NYSVA&RA Pulse Check 2007 52nd Annual Educational Conference and Trade Show from Thursday 10/04/07 to Sunday 10/07/07 at Kerhonkson, NY at a course and trade show registration of $50.00 per person, hotel & meals (Breakfast, Lunch, Dinner-alcoholic beverages will not be reimbursed). There will be no reimbursement for meals which are included as part of the conference cost. Each delegate will attend an aggregate combination of four of the following: educational sessions, or youth team or adult team competitions or business meetings including voting of the Squad's and individual members' proxies or annual banquet or perform other NYSVA& RA conference or trade show duties as requested (such as credentials, trade booth or registration duties) on Friday, Saturday and Sunday. The Thursday business meeting and Saturday evening business meeting and banquet and Sunday morning business meeting must be attended. Delegates will obtain sales tax exemption certificates from the treasurer. Further, to authorize with the approval of the Chief, the use of vehicle 2-15-82 or other Squad vehicle for transportation on the date of departure if the attendee requests such vehicle in lieu of HCFAS mileage reimbursement. Within 10 days of the conference end, each delegate will submit a list of the events attended including course

completion certificates received with LOSAP forms (certificates not received will be submitted upon receipt with LOSAP forms) and each delegate will submit a synopsis of an educational session attended (cannot be the same session as another delegate) as part of the single group reimbursement documentation package. Upon request of the Chief, 2nd Deputy Chief or the Board of Directors (BOD), each delegate must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Advances of money are not permitted. Reimbursement of deposits due to no-attendance is the responsibility of the delegate, unless requested by the member in writing and approved by the BOD. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and include a statement that no other party is paying or reimbursing the attendee for this conference of any part thereof. All required reimbursement documentation for all delegates must include original receipts and be approved by the 2nd Deputy Chief and the Chief and be submitted to the Treasurer at the same time (single group reimbursement documentation package). The Treasurer will provide the Board of Directors (BOD) an accounting for this conference at the next BOD meeting following the request for reimbursement after the conference. HCAD funds.
Motion carried **Unanimous**

Discussion
Early registration, prior to 12/31/06, results in savings of $15.00 per person. Should this be an activity attended by the Post 215? This is the weekend for the Chamber of Commerce Fall Festival. Perhaps if we have more Huntington EMS Agencies participating, we wouldn't have to do so much our selves. We may not have access to a Squad vehicle as they are now being used for the Fall Festival.

Motion by R. Winter, seconded by R. Franz, to authorize and approve the Explorer Post 215 to participate in a field trip to the BODIES EXHIBITION at the South Street Seaport, on Thursday, December 28, 2006. The post will travel by train and subway to the South Street Seaport. Chief Advisor Brian Canty will ensure that there are appropriate advisors present. Additionally approve the cost not to exceed $200.00 for the transportation of Post Members and Advisors. Permits are to be filed with the Boy Scouts of America. Post 215 funds.
Motion carried **Unanimous**

What is the policy for sending a gift to a member's child who has been hospitalized? A fruit basket or flowers are not really appropriate for a child. In the past, a stuffed animal and balloon have been substituted for a cost of approximately $25.00. The SOPs already indicate flowers or something similar. All BOD members concurred.

Treasurer's Report – *Carl Schramm*

Motion by C. Schramm, seconded by R. Franz, to pay the bills.

12/07 – 12/21/06	45 transactions	HCAD Funds	$19,711.55
12/07 – 12/21/06	33 transactions	HCFAS Funds	$16,659.64

Motion carried **Unanimous**

There are no outstanding bills.
There were no transfers of funds.

There is no quarterly report until the quarter has ended 12/31/06.

Bob Franz stated that the last Quarterly report for 2005was made in January 2006. Carl Schramm states the last report was made at the General Membership meeting in July. Also, there are no details as to what is to be included in a Quarterly report. Reeve states an outline should be created for the Quarterly report and that would be a goal of the new Board for early 2007. When put into a computer program, the report virtually writes itself. Two reports should be generated monthly. The first would include all expenditures for the previous month for both HCAD and HCFAS funds. It could be set up to run a report in rounded dollars. Martha notes there are 5 people in the room with banking or accounting experience and who have been treasurers of HCFAS at one time or another. Surely we can generate a report. Carl points out that each of the Treasurers in the room had their own system resulting in conflicting advice.
Bob Franz asked why we would pay a bill that is covered by a warranty. Carl points out that he does not have access to that warranty, and, he assumes, the secretary keeps these things on file. As it turns out, various Chiefs have the warranties based upon who made the purchase. The person submitting a purchase order for payment should be reviewing to see if there is a warranty in place for any item requiring repair or replacement. If the 3rd Deputy receives a check from insurance or under the warranty, he/she should give it to the Treasurer to deposit with an explanation of where the money is from and where it should go.
When is the yearly audit done? The Squad receives a letter from the Auditors requesting a date, but usually in March or April, so we need to be prepared. There are also reports to the TOH on expenditures.

President's Report – *Reeve Conover*

We have overspent our legal retainer for 2006 by about $270.00

The Suffolk County Police Department has requested an endorsement from HCFAS for their request to have a full time ambulance. Would responding in the positive imply we have no problem with their plan? There should be a public hearing and we should attend. Volunteer Ambulances do all the calls that the Police have said they were doing.
B. Franz I spoke with Drew Silverman, the Suffolk County Chiefs Association and District 7 who have a seat on REMSCO and can vote. This Tuesday a bill was passed to reimburse ambulances at the correctional facility at $300.00 each. The checks will go out in 2008.
Either we request S.C. Ambulance Association and District 7 to vote no, or yes and provide a reference to the 11/30/06 letter. Suffolk County has no limits on where it can go.
Andrea Golinsky is a delegate. The Squad may go to the hearing and support the proposal or not. The Police have had a temporary certification since 2004. This would finalize it and make it permanent.
M. Milo asks if there is an expected change in the use of their ambulance. Mr. Sarvino of the Police department says there will be no impact on volunteer ambulance corps. R. Conover's concern is that there is nothing to stop the Police from going any where they choose to go and assume responsibility for any scene. Do we want to be in the position of opposing the Police

Department? D. Mohr wonders if, once their foot is in the door, that they become the primary ambulance service in 10 years. The consensus is that the squad will respond with a qualified no to REMSCO.
Perhaps we need to qualify our position and support only specific areas of operation, such as hostage situations, and maybe at the TOH Fall Festival. This would make it a qualified endorsement and any other time they would enter our district would be at our request.
M. Milo is not in favor of endorsement and prefers the police retain a temporary status.
R. Winter notes we have handled the district for 40 years. What is the emergency now that requires permanent status and what would prevent them from increasing from one ambulance to a fleet? In case of mass casualties, these ambulances would be available. M. Conover notes this was brought up at the General Membership Meeting and the consensus was that the Squad should take a stand. R. Winter thinks we need to requalify what their ambulance is supposed to do, but personally, he opposes the plan. Once they move into our district, they can usurp our responsibilities. B. Franz says Drew Silverman spoke with Ed Wronski who said either you are a certified ambulance company or you are not. The Police ambulance has been operating without a certificate since 2004. They have aviation and a marine unit and REMSCO is requesting them to have a permanent certificate.
The Secretary will write a letter to be signed by the President and Chief with copies sent to the Suffolk County Chief's Association and District 7.
The REMSCO Response Committee hearing on the Squads waiver request will be in January and the President and the Chief should attend, and we may elect to bring additional members as necessary.

Chief Dispatcher Bolz has prepared a list of pager and radio inventory for the incoming Board and Officers.

Chief's Report – *Roger Winter*

Status of Operations

Congratulations to the Tuesday 12/19/06 crew that answered a call at 0826 hours for a one year old. They were on scene by 0829 and carried the baby to the rig while doing CPR. The crew was Kevin Brenner, Jeff Brenner, …. They successfully resuscitated the baby and the prognosis is good. The members of the Emergency Room staff said if it wasn't for the crew, the child would not have survived.

We have a letter from a neighbor who reported being in an auto accident at Depot and 9th St. on 12/5 at 0830. She complimented Karen Reim and the crew for being so kind. Then on the 19th, she saw us pull up to her neighbor's house and watched the EMTs run in. They carried the baby out and she was impressed with their efficiency and speed. Her husband offered help to the neighbors and drove their older child to school. Other neighbors offered aid as well. She thanks us for our care and dedication and for making Huntington a wonderful town to live in.

We had 4 Signal 24s this month.

Equipment

2-15-19 is at County Line Ford to have the main seal repaired.
2-15-21 had some electronic problems that caused problems with the transmission.

Building

We have had an evaluation of the power coming into the building from LIPA and found that the power is decreased for unknown reasons at different times. This drop in power alerts the generators and we have to call the service company to reset the generators. We need to contact LIPA to find out why our power is reduced to 90% and the exact days this has happened.

We had a problem with radio console #2 in the Dispatch office. It appears someone may have pulled a wire. We called the service and it is working now.

Simplex Grinnel Fire Alarms service contract has increased by $241.50 since last year. We are seeking a three year contract without increases. This is the first increase since we implemented the service. The warranty covers all parts. After hours calls are billed at straight time.

The Chief would like to thank all the Officers and Board members for putting up with him for the last two years. Everyone was a big help by doing their jobs so well.

Martha Brenner noted there is a stain in the ceiling tile of the conference room. The Chief will have that looked into. Bob Loysch goes through the building every day looking for things that are not working so this is a new problem. If anyone notes a problem, they must put a note in the 3rd Deputy Chief's box or call to let him know if it is an emergency.

Secretary's Report – *As per the Agenda*

LOA Requests

Motion by M. Brenner, seconded by R. Franz, to grant an OpLOA to Laura Treulich #743 from 12/2/06 to 3/2/07.
Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to grant an OpLOA to John-Paul Garcia #1116 from12/20/06 to 3/20/07.
Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to grant an OpLOA to Brian O'Shaughnessy #851 from 12/11/06 to3/11/07.
Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to grant an Ext.MLOA to Mary Beth Kraese #873 from 12/17/06 to 3/17/07.
Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to grant an Ext.OpLOA to Robert Lesser #1033 from 12/2/06 to 3/2/07.
Motion carried Unanimous

Returning to Duty

Javier Cruz #1043 effective 12/2/06
Ann Donegan #692 effective 11/30/06

Status Change

Motion by R. Winter, seconded by R. Franz, to grant active membership to Richard Stone, #1149 effective December 15, 2006 in accordance with the By-Laws Article III, Section 2.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to grant active membership to Lorrie Stone #1150 effective December 15, 2006 in accordance with the By-Laws Article III, Section 2.
Motion carried Unanimous

Motion by M. Barker, seconded by R. Franz, to accept Rachel Salajka #1176 as a Probationary member on the Sunday, 1100 shift.
Motion carried Unanimous

Vice President – *Martha Brenner*

No report

Director – *Mike Barker*

1. The month-to-date **HCFAS Performance Data** shift and day analysis has been distributed. Through 17 Dec, we did 220 calls, 12.9 a day, with four signal 24s. ALS response is 81.4%.

2. The **Membership Committee** has nine prospects on the spreadsheet including one who will come up for approval this evening. If that prospect is accepted, that will make 29 new members accepted in 2006. A **Membership Retention** report for the past five years has been distributed. Sally Staszak and Sharyn Cullen-Kutcher did outstanding jobs as co-chairpersons in 2006.

3. The **Recruitment Committee** hosted four prospective members at the Recruitment Sunday last weekend. All prospects have been invited to attend the next RTE / CPR class beginning on 11 February, the Sunday after Super Bowl. This class will be completed on 01 April. Carmen Schlieben did an unbelievable job as committee chair in 2006, and we will miss her leadership.

The **Recruiter T-shirts** were distributed during the Holiday Party. An article in the January ***PULSE*** will invite members who did not receive a shirt to notify the committee. Alyssa Axelrod and Rich Fantasia coordinated this activity, and did an extremely good job. Thank you.

I have been asked to consider being Recruitment Committee chairperson in 2007.

Roger Winter thanked Mike for all the extra time and work he puts in to maintaining our statistical reports and for all his work on recruitment. Thank you too for the last two years as Director.

Dave Mohr reported that he has filed the necessary paperwork with the TOH to have our monument and sign placed out front. He expects the blueprints to be ready in January 2007. The kitchen design is going back and forth with Brian and Mary Jane. They have a rough design for what they would like to see and H2M are working on the drawings.

Director – *Mark Cappola*

Building Security

The last membership meeting raised some questions about the cameras planned for the Ready Room. So far, the petition has few votes, but if the petition does get a reasonable number of names, we will need to address the objections before we pay the money and do the work. If the primary objections are where the cameras will be focused, we can adjust the cameras to focus on the table or kitchen and another for the rear door, but not the lounge area or bunk door. If anyone else has a suggestion on how we can stop the thief who is taking training materials and members personal items.

Post 215

The Post 215 Holiday Extravaganza Raffle was a major success. Ticket sales raised a total of $2,420, paying out $1150.00 and gaining the Post fund $1270.00.
Andy Ball's Raffle of the X Box raised a total of $1265 and the 50-50 tickets raised $360.00.
Post 215 gained a total of $2902.00.

Post 215 will be going to South Street Seaport for the Bodies Exhibit with the advisors.

Emergency Preparedness

The response from Town officials on the grants for hurricane preparedness has been positive. They support us. If we prepare a letter, they will cut and paste it to their letterhead and sign it. The letter to FEMA has gone out but there is no response as yet. We have a Squad member who is employed by FEMA and we are requesting assistance on how to proceed.

Armor Screening is working on the engineering for the roof.

ALS Response

The ALS response numbers continue to amaze me. We are at 80% or above. The pilot is due to end and the end of January and we will have an evaluation then to see how we will proceed.

Director – *Mike Milo*

No report.

Director Bob Franz

SC Legislative Bill

On December 19th, the SC Legislature passed Bill IR 2241 authorizing SC to enter into a contract for the provision of ambulance service to County Correctional Facilities and to compensate local ambulance districts for such services. Bill was introduced by Legislator Jay Schneiderman (R-Montauk). Contract begins on 1/1/07 and reimbursement payment of $ 300 per trip is due in 2008. Thank you to Drew Silverman (SCACA) for bringing this my attention. (See below)

SCPD Certificate of Need for Ambulance Service: As an update to the SCPD application to permanent ambulance status from a temporary municipal declaration under Article 30 the following occurred: South Country Ambulance (SCA) wrote a letter to SC Executive Levy stating that the 200+ emergency ambulances in SC can handle any type of call and certificate application should be withdrawn. Also he states that SCA will no longer respond to SC owned facilities without financial compensation. Drew spoke to NYS DOH EMS Bureau Director Ed Wronski and was told that the NYS DOH does not grant a CON with any special conditions attached. Either you are a NYS Certified Ambulance Service or you are not. If this comes up for a vote at the next Suffolk REMSCO meeting, I suggest that we request SCACA and District 7 NYSVA&RA to vote against the SCPD application or to vote for the application providing the motion makes reference to the SCPD November 30, 2006 letter (may be something to fall back on if SCPD expands their service in the future). I do not know if this will be on the January REMSCO agenda. The next REMSCO meeting is January 9, 2007 at 7PM at SCCC Grant Campus Convention Center Auditorium.

State EMS Council (SEMSCO)

Notes from the December 2006 SEMSCO will be distributed to BOD 2006/7 and Chief Officers 2006/7 and other interested individuals and posted on the bulletin board. Some highlights: A burn kit for each ambulance should be available from each County Coordinator for Emergency Preparedness; a new QI manual to be rolled out in 2nd Quarter 2007; hemostatic bandages are approved in three regions (Nassau, Westchester, North Country); pediatric prehospital care referenced cards are being revised for 2005 CPR guidelines; pain treatment Ketorolar being added to state ALS formulary; regional ALS protocols to be revised to be in compliance with 2005 AHA/ILCOR resuscitation guidelines by January 2007; PCR form may be updated in the future; requests for 2 new time boxes, one for time of call receipt at 911 PSAP and one for time first Responder arrives at scene; Vital Signs 2007 to be in Syracuse 10/18-21/07; new brochures will be available soon “Choosing a New Residence – Questions You Should Ask About EMS in Your New Community”; FDNY was approved to reduce staffing of their ALS First Response Units to a single paramedic; a TAG is looking into permanent paramedic license certification a booklet is available called “FCC Narrowbanding Mandate: A Public Safety Guide for Compliance”.

National Emergency Medical Services (EMS) Advisory Council (NEMSAC):

The Secretary of Transportation announced the establishment of a National Emergency Medical Services (EMS) Advisory Council (NEMSAC) to provide advice and recommendations regarding EMS matters to the U.S. Department of Transportation (DOT), National Highway Traffic Safety Administration (NHTSA). NHTSA's Office of Emergency Medical Services will serve as sponsor of the Advisory Council for the Secretary. Nominations/applications for membership, as well as comments on the strategies or issues that should be considered by NEMSAC are invited but must be received by February 16, 2007 (via e-mail at drew.dawson@dot.gov).
The NEMSAC will be a nationally recognized council of EMS representatives and consumers to provide advice and recommendations regarding EMS to NHTSA. The issues that NEMSAC will consider include: National EMS needs assessment and strategic planning; development of standards, guidelines, benchmarks, and data collection relating to EMS; development of methods for improving community-based EMS; strengthening EMS systems through enhanced workforce development, education, training, exercises, equipment, medical oversight; improved coordination and support of EMS activities among Federal programs; and other issues or topics as determined by NHTSA. The NEMSAC does not exercise program management or regulatory development responsibilities, and makes no decisions directly affecting the programs on which it provides advice. The NEMSAC provides a forum for the development, consideration, and communication of information from a knowledgeable and independent perspective of a strategy for advancing EMS systems nationwide.

Motion by R. Franz, seconded by C. Schramm to adjourn the meeting at 2240 hours.

Respectfully submitted:

Christine Blackwell,
Secretary

Annette Hershkowitz
Assistant to the Secretary

Amended and approved at the January 18, 2007 Board Meeting.

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
FEBRUARY 16, 2006

DRAFT 2

Present: R. Conover, Martha Brenner, C. Schamm, W. M. Barker, M. Cappola, R. Franz,
M. Milo, R. Winter
Asst. to Sec: A. Hershkowitz
Absent: C. Blackwell
Guests: Mary Brenner, M. Cornelius, A. Golinsky, P. Nakelski

The meeting was called to order at 1936.

Minutes:

Motion by B. Franz, seconded by R. Winter to accept the minutes of February 2, 2006 as amended.
Motion carried **Unanimous**.

Proposals:

Motion by M. Cappola, seconded by R. Winter to dispense with the reading aloud of "slated motions" at the Board of Directors meetings. Slated motions are those motions that have been distributed to all members of the BOD at least 72 hours prior to the stated date and start time of the BOD meeting at which these motions are to be considered. Any member of the BOD may move to have a specific slated motion read aloud prior to discussion. A motion to have a specific slated motion read aloud requires a second and a simple majority to pass. A maker of a motion to have a specific slated motion read aloud may state why the motion to read aloud is being made, but the motion is otherwise not debatable. A single motion to have all slated motions read aloud will be considered to be out of order. The President or presiding officer retains the right to call a motion to read aloud out of order.
Motion Denied **Yes-MC, WMB** **No-MB, CS, RF, MM, RW**

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Third Deputy Chief Bob Loysch and authorize and approve the renewal option for 2006 and 2007 landscape maintenance services with Brothers II Landscaping of East Northport, NY and authorize the Third Deputy Chief along with the Chief or President to enter into a purchase order/agreement for the 2006-2007 season at the same terms and conditions as the 2003 agreement at a cost not to exceed $5500. The Third Deputy Chief has the authority to modify the services after discussion with the landscaper and approval of the Chief. Due to the increased costs of fuel, dumping fees, and labor, a slight increase has been applied to all services. HCAD funds.
Motion Carried **Unanimous**

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Third Deputy Chief Bob Loysch and authorize and approve the renewal of the SimplexGrinnell Fire and

Security System at an increase over current rates of $230 ($4600 on initial contract), for $4830 plus tax. HCAD Funds.
Motion Carried **Unanimous**

Motion by M. Milo, seconded by R. Franz, to accept the recommendation of First Deputy Chief Conover and approve the 1/06 revision of the 2-15-80 & -81 *Non-Emergency Driver Certification*, Form # attached, as amended.
Motion Carried **Unanimous**

Motion by Mark Cappola, seconded by R. Franz, to accept the addition to SOP II. C-2, as attached, entitled Medical leave Policy.
Motion by R. Franz, seconded by R. Winter, to table this motion to the next meeting
Motion Carried **Unanimous**

Motion by Martha Brenner, seconded by R. Winter, to adopt the Board of Director Liaison Job *Guidelines*, attached, as standard BOD Procedure.
Motion Carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to approve the re-purchase of flowers as per the motion previously approved at the 12/15/05 BOD Meeting, not to exceed $2700. These flowers are to replace those lost due to weather-related postponement of the Installation Dinner. HCAD Funds.
Motion Carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of Communications Co-Chairpersons Bolz and Silverman and approve Norcom Communications to "…research and apply for (2) UHF repeater frequencies to be used for town-wide radio operations." Cost of $3000. HCAD Funds

Motion by M. Brenner, seconded by R. Franz, to table this motion
Motion Carried **Unanimous**.

Motion by B. Franz, seconded by R.Winter, to authorize and approve NYSVA&RA District 7 delegates Andrea Golinsky and /or Bob Franz to attend the NYSVA&RA Board meetings near Albany, N.Y. on Saturday February 25, 2006 and Sunday February 26, 2006 (or alternate dates) and each 2006 quarterly meeting thereafter. Further, to authorize and approve: a) the use of a Squad vehicle at the discretion of the Chief or mileage reimbursement for one personal vehicle, plus tolls and parking; b) the reimbursement of hotel accommodations on Saturday February 25, 2006 at an amount not to exceed a base room rate of $ 100.00 per person and the reimbursement of appropriate meals on February 25 and 26, 2006 at a cost not to exceed $ 65.00 per day per person (breakfast, lunch, dinner). The NYS exempt organization sales tax certificates must be obtained from Treasurer and used where applicable. Further, Andrea or Bob is authorized to extend an invitation to other District 7 or 4 delegates, officers or members to ride in an

authorized Squad vehicle to attend this meeting. The BOD will be informed in advance of the dates of future quarterly meetings. HCAD funds.
Motion Carried Unanimous

Treasurer's Report: Carl Schramm

Motion by C. Schramm, seconded by M. Milo, to authorize the payment of bills.

February 10 to February 16, 2006	51 transactions	HCAD funds	$59, 911.24
February 10 to February 16, 2006	4 transactions	HCFAS funds	$ 789.71

Motion Carried Unanimous

Letters were sent to the following members about late dues:

Alexander Brennan #1040	Kristen Murphy #1088
Anne Gabriel #919	Orlando Salcedo #935
Angelo Gesmundo #1130	Adam Wandt #932

President's Report: Reeve Conover

The paperwork for BONY to pay the WHM Plumbing bill, which we are being sued over, never reached the BONY evidently. To resolve the issue a check was sent from HCAD Funds to cover the bill, by overnight this morning. The treasurer will instruct the BONY to forward us replacement funds immediately.

The Medical LOA and Return to Duty rules are being reviewed by Tom Hogan with an eye for both improving the speed and process, and maintaining legal compliance.

A number of motions did not make the deadline of Tuesday at 3 PM. It is imperative that all reports, motions, etc are received BY EMAIL no later than that time (Sunday morning would be preferable) if they are to be included in the Monday Board Packet. I included only one of the motions at this meeting as it was time-critical.

Chief's Report: R. Winter

Status of Operations:

- Saturday and Sunday, during the Snow storm, all calls were handled. Saturday night was difficult with the snow and wind. We had 24 calls on Sunday. Many thanks to all who came out to answer calls. Congratulations to Captain Biersack and Captain Burns for doing an outstanding job.
- I have been in contact with Myles Quinn, Chief of Communications Bureau, in regards to misinformation on several calls we have responded to recently. A written report is forthcoming.
- As of the last meeting, we had to give away one Signal 24 and we responded to one Signal 24.

- Mike Rubin has returned his equipment, including radio, pager, ALS keys and Marlock key. All equipment was documented and given to respective officers or committees. A copy was also mailed to Mike.
- What is the status of the sexual harassment policy? Bob Franz expects some progress by mid March.
- Kathy Geary is in room 336 at Huntington Hospital. Her number is 531 5151.
- Marc Meyer is in Birchwood Health Facility. Visitors are welcome, as are calls. His number is 271-1850, room #416.
- Kathy Leonard is a new Grandma, again.
- Dominic Heavey is a new Grandpa!
- John Palmieri's brother passed away on Monday.
- Richard, Laurie, Julie and Jonathan Stone lost Richard's sister on Wednesday.
- Maria Uliano #1133 is off Probation effective 2/12/06 and is recommended to the BOD for full active membership.

Equipment:
- 2:15:21 has been moved for repairs but we are still not fully apprised of the damage. Robert Franz of the Insurance Committee has been in contact with Robert Radecki of Shanker Neville.
- 2:15:80 has stability issues.

Building:
- The mouse is still here so we will continue to use the exterminator service.
- What is the status of the wireless internet? M. Milo states the First Deputy should try to use it. It is in place for LOSAP.
- The Handicapped signs have been repaired with sturdy cement forms up the post. and new cement bumpers have been installed to add to their protection.

Projects:
- The new lockers authorized for the truck room will be installed on February 28th.
- The keyed combination locks should be in this week. Members will be notified through the PULSE and a notice will be posted.
- VSS is working on installation of the new cameras in the truck room. He expects this project to be competed by Wednesday, February 22, Washington's birthday.
- I have contacted t. M. Kenny's Garage Door to investigate the installation f a light near the door control on the wall. This light will be activated when the door is moving up or down. Also, we are looking into the installation of an electric eye, motion sensor. We will get an estimate on the feasibility of this project.
- RedAlert seems to have slowed down in momentum.
- The new toaster was installed by President Conover.

Secretary's Report: C. Blackwell

Motion by R. Franz, seconded by C. Schramm, to place Rich Rudolph #1083 on an MLOA from 02//9/06 to 05/09/06.

Motion Carried Unanimous

Motion by R. Franz, seconded by C. Schramm, to grant active membership to Maria Uliano #1133, effective 02/12/06, in accordance with the By-Laws Article III, Section 2.
Motion Carried Unanimous.

Motion by R. Franz, seconded by C. Schramm, to accept Donna Maltese, #1151 as a probationary member on ***DAY*** and ***SHIFT.***
Motion Carried Unanimous.

Vice President's Report: Martha Brenner

I met with Chairman Jim Barkocy on 2/13/06 to begin the process. We set out our basic goals:

1-SOP's first as they appear to need the most change/update. Highlights:

a. LOA
b. "Member in Good Standing"
c. HIPPA and Sexual Harassment as part of SOP?
d. Plaques
e. Area relating to member benefits, i.e. property tax exemption and LOSAP regulations.
f. Incorporate purchasing policy and medical policy, all rules one document
g. Final and complete uniform code

2-First Committee meeting will be in the next week or two. At this time we will refine the goals, and divide areas of responsibility

3-Notice will be sent by chairman to operational officers for input, in particular we are looking to see what they believe are the priorities and if they have any specific ideas.

4-Board members are encouraged to provide input as well.

Director: Mike Barker

Membership:
Thank you for approving the probationary membership of Donna Maltese. She is a mother and grandmother, living many years in Huntington and works at Huntington Hospital. I think she will be an excellent member.
We have eight people on the pending membership list. Sally does not add the names of potential probationary members until they have completed the CPR portion of the RTE training. There are two people on hold for medical reasons. Another two people are pending medical reports.
One young lady was once in our Explorer's Post. Ordinarily, we would give her special consideration, but as we talked, we learned that she will be away for the summer, and when she returns, she will be leaving immediately for college and unable to come in once in awhile. She would barely be able to complete Dispatcher Training before she went away. It is simply impractical to begin her training now. We need a 15 month commitment and she could barely

give us 15 weeks at this time. However, we will keep her application on file and if there are changes in her circumstances, we would look forward to seeing her again.
Another young man is an EMT with CSH and is currently in an EMT-CC class.

Audra Rumpelein sent the BOD a memo on the results of our January 29th Recruitment Day . There were about twenty people who signed up for the RTE class, of which about six only want to take the CPR portion. We hope to work on them to encourage their interests. Thank you to all the members who turned out that day to engage the public. It was nice to see Paul Kelly's photo in the Long Islander explaining ALS to a prospective member. We stayed under budget, including the advertising that Andrea Golinsky arranged. We had quite a bit of food left over so we should be able to order less next time. We still need new members for the Recruitment Committee. We want to arrange alternate events to seek members and may try another Open House during EMS week.

Director: Mike Milo

Website:
The contract has been signed and partial payment was sent for the Website. Megan Sarcona will start working with Planet Media to get "public" side up as soon as possible.
HCFAS.ORG internet address name has finally been secured by Brian Canty, and URL has been registered in the squad's name, instead of an individual.
We will have a committee meeting next Thursday (2/23/06) to discuss issues with website (email server, hosting, etc.). Planet Media said they could be available to talk with us on the phone during our meeting at about 9:30.

RedAlert System:
I have sent Peter Hotchkiss several emails to push him along on some of the bigger open issues, discussed 3 weeks ago, especially with Fund Drive module. We are trying to put into place the necessary resolutions for the Fund Drive in time for their first mailing around end of March. I hope to have more information by tomorrow. LOSAP is entering all new data now. The Fund Drive should continue until I can tell them that RedAlert is ready to take over. Chief Winter wants to know when RedAlert will be able to pick up on membership issues. The First Deputy should try to use it. There is no quick or easy inventory program. We should be able to use the programs we already have. The templates are in there. We do not have Power Point or Access, the two programs we could use.

Misc. Items:
Jim Malillo is getting quotes from CES for additional network cable runs for printers in Chief's and President's offices. I will have motions ready for next BOD meeting for new printers and cable runs. *The large color printer in the alcove outside the big conference room will be upgraded.*

I am formulating a project to put some type of “call alert/info” system out in garage area, which would include copy of call sheet that comes from MEDCOM, and scene locator system. I will review what RedAlert system is capable of in this respect.

Director: Mark Cappola

Post 215:
An email that was sent to members has yielded some positive results and we have several members who expressed an interest in working with Post 215. They were invited to attend the Feb. 14 meeting of the Post. Carmen Schlieben came down and observed the group on Tuesday night. Chris Winter assisted as a new advisor. Nancy Courtemanche will be interested in helping after the tax season has passed. We are looking for a Post 215 member to speak to the St. Hugh’s Confirmation class in March about community service through volunteering. Brian Canty is interested in knowing what the motion is as far as having their family back after the St. Patrick’s Parade. Mike Milo asked if it would be better to drop all affiliation with the Boy Scouts of America. The BSA. does not participate in our meetings, but their involvement does impact upon insurance for the program.

Uniform Committee:
At the joint BOD / Officers meeting, the duty uniform situation was discussed and we are ahead with plans to streamline the process and to increase the accountability of members and to enhance inventory control. A new Duty Uniform Request form is being drafted as are rules for obtaining duty uniforms. A DRAFT of the proposed changes in procuring duty uniforms is attached for your review.

Pa**id ALS Committee:**
A preliminary meeting of the Paid ALS Committee is being held on Tuesday, February 21. Individuals who have expressed interest in participating have been invited to attend. Joe Denimarck and Joe Costello have been providing data on other department experiences with Paid ALS. An update on this meeting will be provided at the next meeting.

Director: Robert Franz

I**nsurance Matters:**
A vehicle damage claim has been filed with our insurance company for the MVA damage to unit 2-15-21 which driven by a Shanker Neville employee. Other party involved in MVA has asserted a personal injury claim with the Squad’s insurance carrier. A repair estimate should be received shortly. Our insurance carrier will pay to have repairs done and then subrogate claims against Shanker Neville and the other party to the accident insurance carriers. Vehicle is currently at Nuzzi Bros. Auto Body in New Hyde Park. No one from HCFAS has seen the actual damage. Martha works in the area of New Hyde Park so she will go by and take photographs of 2:15:21.

We received a check for $ 1,385.00 from our insurance carrier for repair of bay N3 door.

Brendan O'Donnell's group life insurance coverage was terminated due to Ed LOA exceeding 6 months. Are the members notified by mail that their insurance is cancelled? *Yes, they receive a letter and informed that they have the right to continue the insurance for the same amount of coverage, or less if that is all they can afford. Our senior members who might not be able to get insurance would have the option of keeping this insurance.*

Suffolk County Ambulance Chiefs Association Meeting 02/15/06:
I attended meeting with Andrea Golinsky. The SC Legislature approved the purchase of one Euro Copter 145 helicopter and trade in of one MD902 Medevac helicopter. Delivery will not be until the latter part of the year. The fleet of four helicopters will have two housed at Gabreski Airport and two at McArthur Airport (SC Exec. Levy issued letter 1/31/06).

Myles Quinn was in attendance and he indicated to me that he would discuss any discrepancies between our mutual aid 24s counts and SC Medcom counts (he would also look into call discrepancies other than multi ambulance response to the same call). 800 MHz radios to be distributed to school districts and town EOCs. A hurricane drill is being planned for June 2nd. There was a 9% increase in EMS calls in SC in 2005 over 2004.

Lobbyist Bill Schnell is busy obtaining sponsors for a bill to amend the LOSAP Defined Benefit Program law such as lower the entitlement age to 55 years etc.

A meeting took place at West Islip FD with interested parties to discuss the mutual aids numbers of Bayshore Brightwaters VAS.

Ellen Komosinski was in attendance and discussed the following items from the January SEMSCO meeting – AHA CPR Guidelines vs. NYS protocols (Wronski issued a letter on this topic); renewal of the 3 year CME pilot program; statewide use of the MOLST (Medical Orders for Life Sustaining Treatment); the spinal immobilization protocol is an ongoing process; looking at March 2006 for decision on appeal of SC dispatch crew confirmation and mutual aid protocol and new DOH policy statement #06-01 "Emergency Patient Destinations and Hospital Diversion". EMS Memorial services scheduled for May 17th at 11AM in Albany, NY (I would like to see the Squad send members to this service). The train the trainer bloodborne pathogen seminar was cancelled due to snow and will be rescheduled.

Suffolk County Recruitment Committee Meeting 02/15/06:
I attended this meeting and received a packet of the SERVES (Suffolk Educational program for the Recruitment in the Voluntary Emergency Services) pamphlets which outline the program and eligibility requirements. Copies were posted on the bulletin board and put near the sign in table. I suggest that a copy go into the March Pulse. The deadline for applications is May 1st. There is approximately $ 23,000 (some due to participant drop outs) available to fund new applicants (to date no applications have been received by FRES). A census request will be going out to all squads.

10 % Property Tax Exemption
I am busy trying to identify eligible squad members for both the five year and the 20 year service exemptions (including out of district members). I was able to correct an error by the TOH for a member who filed for the exemption last year but did not receive the exemption on their tax bill. I expect to have this years certifications filed with the TOH by the deadline date of 03/01/06. A notice has been posted on the bulletin board with the eligibility requirements.

Marc Kolpon is currently attending college in Chicago. He will be pain $10.00 an hour for community service if he can document the time he was on duty here at HCFAS. We will certainly be able to verify his hours and will send a letter to him with that confirmation

Treasurer: Carl Schramm

David Mohr of the Building Committee will be having a meeting on 3/7 at 1930. There will be a notice in the PULSE. *We need a full run down on who is on the Committee and who may only have their name on the list. The monument and sign for the front lawn is still waiting to move forward. The BOD did approve the layout and the memorial back in 2004. David should find that motions from 2004 - 2005 and move forward on it. We will need updated cost expenditures as it is now two years since it was approved. We will need an update on cost and a reaffirmation by the BOD. We need some detailed plans from H2M. Planning to have extra glass for the sign for future repairs requires a safe place to store it. The BOD has passed motions for this work to be done by H2M.*
How much money has already been spent on the wash bay project? What is the proposal for that space? The BOD needs to see some sketches as to what is proposed. Once the BOD authorizes the general plan, more detailed designs and full cost proposals would be needed.
There are some who want a modest increase in the kitchen space and others who want a much larger expansion. We need some idea of the scope of the expansion they want to do before authorizing full drawings and construction. There was also talk of increasing the bar area. The same is true for the back door lobby. What does the committee wish to do? David should come to a BOD meeting to discuss plans in detail.

We do not have a report from the Social Committee with an accounting of the children's party. We expect these reports to be filed within ten days.

Motion by R. Franz, seconded by Mark Cappola, to adjourn the meeting at 2249
Motion Carried **Unanimous**

Respectfully Submitted:

Christine Blackwell,
Secretary to the Board of Directors Approved

Annette Hershkowitz
Assistant to the Secretary.

HUNTINGTON COMMUNITY FIRST AID SQUAD
BOARD OF DIRECTORS MEETING
DECEMBER 7, 2006

Present: R. Conover, Martha Brenner, C. Blackwell, C. Schramm, M. Barker, M. Cappola, R. Franz, M. Milo, R. Winter

Assist. to Sec.: A. Hershkowitz #82

Guests: B. Bielanski, M. Bolz, B. Canty, M. Conover, A. Golinsky, L. Laas, D. Mohr,

The meeting was called to order at 1942 hours. The Secretary stated there was a quorum.

Motion by C. Blackwell, seconded by M. Milo, to suspend the order of the meeting to hear reports from Dave Mohr and Mike Bolz.

David Mohr, as Chairperson for the 40th Anniversary Celebration has sought bids from a number of local hotels for a cocktail party to be held on Friday evening, July 20, 2006. The proposal includes the reservation of a block of rooms for out of town guests to use, and also for Squad members who would wish to remain at the hotel. The more rooms used, the better the cost of the affair. The final choice of hotel was based on the overall package, of food, atmosphere, cooperation of the staff and cost. Thanks go to David and Martha for visiting each facility and preparing the proposal.

Motion by M. Brenner, seconded by C. Blackwell, to accept the Social Committee Co-Chairperson Brian Canty's recommendation and authorize and approve the President, on behalf of the Social Committee, to enter into a contract with Huntington Hilton, Melville, NY, for the 40th Anniversary Cocktail Reception Friday July 20, 2007 from 7:00 PM to 12:00 at a cost not to exceed $80 per person inclusive of service charges. HCFAS funds.

Motion carried **Unanimous**

Mike Bolz is requesting the purchase of more pagers and radios as we have taken in new members this year. When they reach the status of Driver or Crew Leader, a radio allows for quick response to the Dispatcher on duty that they are available when paged. Mike Milo would like to know who has a radio or pager and is responding to backup calls. Brian Canty suggested that if a member is not using the pager or radio currently assigned to them that they be returned and redistributed. Mike Milo would prefer the greater use of pagers, not radios. He is concerned that the radios purchased now will not interface with new systems that are expected in the future. Mike Barker noted that the 800 MHz radios are three to four times more expensive than the radios requested now and he believes that the changes in the system are sufficiently in the future as to have no impact upon a current purchase of radios. Martha Brenner asked Mike Bolz what his ideal preference would be for the equipment. Mike would prefer to purchase up to 20 radios and 40 pagers. Andrea Golinsky notes that the State bid for this equipment is good through 2007.

Motion by R. Franz, seconded by M. Brenner, to accept the recommendations of Chief Dispatcher Mike Bolz and the Operational Officers and authorize and approve the Chief Dispatcher to accept the bid dated December 6, 2006 from Mayday Communications, Farmingdale, N.Y. and issue a purchase order / agreement for 20 Motorola HT-750 VHF 16-

Channel Portable Radios at a cost of 618.75 each including engraving, nickel metal hydride battery, charger, programming, 2 year parts and labor warranty (one year for accessories - antenna, battery and power supply).

Also to accept the recommendations of Chief Dispatcher Mike Bolz and the Operational Officers and authorize and approve the Chief Dispatcher to accept the bid dated December 6, 2006 from Mayday Communications, Farmingdale, N.Y. and issue a purchase order / agreement for 40 Motorola Minitor V VHF pagers, Model #A03KMS9239-A Dual frequency (with stored voice, Eight call, Nickel Metal Hydride battery with vibrate and 110 volt charger, engraving and a 5 year warranty) at a cost of 498.50 each.

Total cost not to exceed $33,000 under S C contract MRE 040907. The Chief Dispatcher will have the responsibility to record all serial numbers and issue the radios as instructed by the Chief. HCAD funds.

Motion carried Unanimous

Minutes

Motion by C. Blackwell, seconded by R. Franz, to accept the minutes of the November 21, 2006 as amended.

Motion carried Unanimous

Proposals

(See 40th Anniversary Reception and Radio/Pager purchase motions above.)

On the motion to accept the recommendation of Vice President Brenner and approve the revised PPP dated July 27 2006:

Vice President Brenner noted that she has heard from only two members of the BOD concerning the rewrite proposal on the PPP. She wants the Treasurer, Carl Schramm, and Chief, Roger Winter, to review the document and make comments. The version used to make the updates was the 1996 version, but there was a 1998 version as well. Each modification of the PPP, or even an SOP, should be dated for that revision and stored on a disc, not just on paper. There was some discussion about adding the PPP to the SOP so all members would have access to the PPP and apply it where necessary. Bob Franz is against this move as it would then require the PPP be brought to the membership for changes which may happen more frequently with the PPP than the SOP's. The PPP should remain the responsibility of the BOD who has the job of setting spending, but have a place in the binders given to all new members with its own tab marking in the folder, just as By-Laws, SOPs, and Uniform have now. Where applicable, the SOP's may make reference to 'See PPP', alerting the member to seek the additional information, and copies should be given to all Committee chairs. President Conover suggested that the PPP have a standard financial increase of perhaps 5% per year to minimize the need for the BOD to review it so frequently. Again, Director Franz states the PPP should be reviewed yearly even if changes are not warranted. Vice President Brenner asks that all the BOD members review the proposal and be prepared for further discussion at the next meeting, December 21, 2006.

Motion by M. Brenner, seconded by C. Blackwell, to approve the proposed SOP change entitled Medical LOA Section C published, read at the General Membership meeting on 8/14/06, as amended.
Motion by R. Franz, seconded by M. Brenner, to table the motion, pending a clean copy to be presented at the next meeting.
Motion carried Unanimous

Director Mark Cappola joined the meeting at 2049.

Motion by M. Cappola, seconded by R. Winter, to approve the St.A.R. Program Guidelines distributed on 11/2/06 as a pilot program except that the vehicle issuance will be limited to the Squad's current response vehicles including 2:15:82. Use of these vehicles is with permission of the Chief. A response to every signal 3 ALS call is not required when using these vehicles. Further to authorize the St.A.R. Program sub-committee access to all Director Barker's response data (electronic format) and if necessary, FCC logs and PCRs, for the express purpose of evaluating the St.A.R. Program. All reports generated by the St.A.R. Sub-committee will have limited distribution and be marked "QA/QI" Data-For Internal Use Only-Dispose by Shredding." No distribution outside the approved subcommittee is allowed under any circumstances. A list of the members on the ALS Response Sub-Committee will be provided. Further to authorize the sub-committee to explore the purchase of the response vehicles for St.A.R. participants for future use in conjunction with the Chairman of the New Vehicle Committee.
Motion carried Unanimous

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of First Deputy Chief Conover and hold a Weight Watchers Class in Headquarters on Wednesday Evenings, beginning December 13 for ten weeks. Cost per member is $109, to be paid by the member, and reimbursed after the successful completion of the course, defined as attendance at 7 of 10 sessions in HCFAS headquarters. While members' families may participate, only members will be reimbursed. Maximum 25 people, for a total cost not to exceed $2700. HCAD Funds.
Motion carried Unanimous

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of Chairman Jim Barkocy and the Bylaws and SOP Committee, and approve the revised "Probationary Member Evaluation Form" - HCFAS Form # 120 10/06 as amended.
Motion carried Unanimous

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of Chairman Jim Barkocy and the Bylaws and SOP Committee, and approve the revised "Vehicle Damage Report Form" - HCFAS Form # 135 10/06 as amended.
Motion carried Unanimous

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of Chairman Jim Barkocy and the Bylaws and SOP Committee, and approve the revised "Shift Change and Company 8 Request Form" - HCFAS Form # 138 10/06 as amended.
Motion carried Unanimous

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of Chairman Jim Barkocy and the Bylaws and SOP Committee, and approve the revised “HCFAS Message Form” - HCFAS Form # 108 10/06 as amended.

Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of Chairman Jim Barkocy and the Bylaws and SOP Committee, and approve the revised “Dispatch Worksheet Form” - HCFAS Form # 132 10/06 as amended.

Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of Andy Ball of the LOSAP Points committee and approve the revised “LOSAP Drill Sign-in Sheet" - HCFAS Form # 405 12/07/06 as amended with the request that the form be cleaned up.

Motion carried **Unanimous**

Motion by M. Brenner, seconded by R. Franz, to accept the recommendation of Andy Ball of the LOSAP Points committee and approve the revised "LOSAP Training Sheet" - HCFAS Form # 400 12/07/06 as amended with the request that the form be cleaned up.

Motion carried **Unanimous**

Motion by M. Brenner, seconded by M. Cappola, to reinstate Ed Billia, Associate member #896, as an active Administrative member for a probationary period of six (6) months. A review of paperwork, specifically the Administrative Hours form # hcfas 159, and status, will be done at the end of the six month period.

Motion carried Yes: CB, MB, WMB, MC, MM No: RF, RW

Motion by Roger Winter, seconded by M. Cappola, to discard two damaged recliners from the ready room that can not be repaired.

Motion carried **Unanimous**

Motion by Roger Winter, seconded by M. Brenner, to accept two recliners as replacements for the damaged recliners in the ready room or quiet room. The recliners have been donated by Eileen Burns. It is understood that these recliners are temporary. When new recliners are purchased these recliners will be disposed of or removed from the facility.

Motion carried **Unanimous**

Motion by Roger Winter, seconded by R. Franz, to purchase one cherry wood veneered bookcase for the ready room for the storage of books and installation photo books. The cost is not to exceed $120.00.

Motion carried **Unanimous**

Motion by R. Winter, seconded by R. Franz, to accept the recommendation of Chief Advisor Brian Canty and authorize $150 for a pizza party for the Explorers post, as they do not get to attend the Holiday Party. HCFAS Funds.

Motion carried **Unanimous**

Motion by R. Winter, seconded by M. Milo, to accept the recommendation of Brian Canty and President Conover and have VSS Security Systems install 2 cameras to cover the sign-in area and the ready room. As per the proposal dated 8/9/2006 attached. The Digital Film will be reviewed by an authorized person in the event of an incident. Price not to exceed $1450. HCAD Funds.

Motion carried Yes: WMB, MC, MM, RW No: CB, MB, RF

(See motion in the Vice President's report)

Bob Franz asked why hi social committee SOP amendment changes were not being discussed at the 11/2 or 11/6 meetings pursuant to the 10/19 BOD motion. Bob redistributed copies of these changes in everyone's mailbox earlier in the week. Reeve will put the changes on the agenda for the 12/07 meeting.

Treasurer's Report – *Carl Schramm*

Treasurer Carl Schramm arrived at the meeting at 2210 hours.

Motion by C. Schramm, seconded by M. Cappola, t authorize the payment of bills.

11/17 – 12/07/06	HCAD Funds	40 Transactions	$27,008.85
11/17 – 12/07/06	HCFAS Funds	8 Transactions	$35,004.31

Motion carried Unanimous

There was a transfer of funds from HCAD to HCFAS of $24, 575.61 which was interest earned from 10/1/05 through 09/30/06.

There was a purchase order of $31.00 for Applebees from Jerry Giacomini. The Chief approved the expenditure, but would prefer that a Committee Chair notify him in advance of the expenditure. A Committee Chair is allowed $30.00 per quarter to be spent for the benefit of the Committee members without prior authorization. In this instance, Jerry took the Holiday Decorating Committee workers to lunch.

The 2007 stickers for the back of the membership cards are in, so when members pay their dues on 12/11, Squad Election Day, the stickers for 2006 and 2007 are available.

Presidents' Report – *Reeve Conover*

Attorney Items

Nothing to report.

BOD Dinner

There are a number of members not going to the Board Holiday Dinner scheduled for Friday 12/22 at RED including Mike Barker, Chris Blackwell Martha Brenner, Mark Cappola, Reeve Conover, and Carl Schramm. Bob Franz, Mike Milo, and Roger Winter indicated that they could attend.
Everyone is in agreement that we should reschedule the dinner. The President indicated that the incoming President will email all the members for the available dates in January 07 to find the most convenient date.

Committee List Verification

The President does not have responses from Chris Blackwell, Carl Schramm, Mark Cappola, Chief Winter and Chief Dispatcher Bolz concerning the committees that they oversee and who have been in attendance. Please forward this information immediately so we may prepare any awards.
Chief Winter suggests that we should stop issuing certificates of participation on committees as he feels most members have enough of them. This will be discussed at the General Membership Meeting to get a consensus of opinion on this.

REMSCO Protocol

Bob Franz asked the status of the Squad's waiver request for Suffolk REMSCO Protocol. Reeve said that Jay Gardiner of REMSCO's response sub committee received the waiver request and was waiting to receive two more from other agencies before having a meeting.

Political Email Statements

Brian Canty has asked me to inform the Board that he will send out a maximum of 3 email statements by candidates a day from Thursday through Sunday, prior to the Squad elections. No candidate may repeat.

Motion by R. Winter, seconded by M. Milo, to go into an Executive Session at 2231 hours.
Motion carried **Unanimous**

Executive Session ended at 2248 hours.

Chief's Report – *Roger Winter*

Status of Operations

There is no Thursday 1500 crew.

We had two Signal 24s today. They were the result of a second call in the morning and a third call in the afternoon.

The Officers will be requiring administrative assistants to keep up with new paperwork that will be required.

This past week we attended a program organized by County Executive Levy's office to honor Veterans who are now volunteering their services to the communities in a civilian capacity. Paul Kelly was honored for his 9000 hours of service to HCFAS over the last 25 years. The Chief arranged for an easel display of pictures and commentary on the awards ceremony at the General Membership Meeting. By the end of the meeting, someone had taken one of the pictures and a write-up about Paul off that board. The Chief is asking that the person who took these items return them.

There was a Veteran's Ceremony at Town Hall on Sunday, September 11, and Paul Kelly was asked to unveil a plaque honoring Veterans who fought in the Indian Wars.

We are arranging the purchase of a safe to be kept in the ALS closet to hold medications. When the medications must be taken off an ambulance requiring service, they will be stored in this safe.

The EMT Pilot Program is progressing. We have identified the EMT's who might be interested in participating in this program and will be interviewing them. Plans are in progress to give them training in possible scenarios, use of the radio and writing the PCR. Members who are in the ACL program like
Oscar Gomez has already begun working in the program.

Mike Bolz has met with H2M and we expect more detailed maps to be ready for us shortly. The Huntington Fire Department has joined us in the program with H2M for the map preparation and we have been reimbursed for the excess funds paid to H2M.

The landscape people will be completing the fall cleanup outside after Thanksgiving.

The class reviews of the EMS Expo have been turned over to the 2nd Deputy.

Charter Member, Thomas P. Lawless, has passed away. The flag will fly at half mast for 7 days. Thank you to Bob Franz, Andrea Golinsky and Andy Ball for visiting the family.

The Suffolk County Police Department has requested authorization for a Police Ambulance that will respond to police related emergencies or in hostage situations where we take a Signal 9 approach. They are seeking approval and support from HCFAS. I do not think it is appropriate for us to approve their ambulance. The County EMS will make this decision.

Equipment

2:15:18 has a dent in the front left fender

2:15:20 replaced…***WHAT ??***
2:15:21 replaced… ***WHAT??***
2:15:80 electrical repairs needed
2:15:81 electrical repairs needed, alternator, battery replaced.

The Chief has researched a membership card proposal that will be considerably less in cost compared to the RED ALERT program. A proposal is being prepared.

A new banner with the number 3 below the red star has been hung below the American Flag to represent Roy Chiquitucto #972, Donna Maltese's son Vincent, and Orlando Salcedo's brother Hector.

The New Vehicle Committee reports that the delay for the new First Responder Vehicles is because the company is having a hard time finding white chassis as they are not readily available. The committee will meet again to review the ambulance specifications.

Secretary's Report – *Christine Blackwell*

On a personal note, this will be my last Board meeting. I will be having surgery this month and cannot be here. I want to thank my fellow Board members for these last 7 years as your secretary.

LOA's

Motion by C. Blackwell, seconded by R. Franz, to grant an Ext. MLOA to Drew Silverman #565 effective 11/14/06 to 2/14/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an Ext. MLOA to Shadi Atkin #1081 effective 11/5/06 to 2/5/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to Mary Sisinni #962 effective 11/5/06 to 2/5/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant a MLOA to William Martin #1063 effective 11/16/06 to 1/1/07.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to grant an Ext. MLOA to Marc Meyer #306 effective 11/15/06 to 11/15/07.
Motion carried Unanimous

Returning to Duty

Bernard Hershkowitz #374 effective 11/21/06
Megan Sarcona #1066 effective 11/21/06

New Member Acceptance

Motion by C. Blackwell, seconded by R. Franz, to accept Meghan McVetty #1173 as a probationary member on the Sunday on the 1100 shift.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept Israel Cortes #1174 as a probationary member on the Friday 1900 hour shift.
Motion carried Unanimous

Motion by C. Blackwell, seconded by R. Franz, to accept Bedel Saget #1175 as a probationary member on the Sunday 2300 shift.
Motion carried Unanimous
Vice President's Report – *Martha Brenner*

Credit Card

A call into our business manager, Todd Flamenbaum, on 12-5 produced no response as of the writing of this report. I will continue to follow up.

40 Anniversary Celebrations

There is a motion for the anniversary celebration in tonight's packet. An Anniversary Banner has been ordered. Cabinets for the historian committee have been ordered via Waldners according to NYS bids. They are the same make/color as Squad current cabinets.
The purchase of a dedicated computer is still pending by tech committee.

Mike Chiarelli

I spoke with Mike Chiarelli again. He is still adamant that he does not want to resign. He is will to sign a letter that will take him out of LOSAP, insurance, and table hi time for recognition for years of service awards and Life Membership consideration. Mary Conover left the room to check on his actual time served as he has been on educational LOA for over 18 months. Mike joined HCFAS October 2, 2000. He rode until August 2, 2002, was away until November 2001 when he did do one shift, and has been away ever since. With less than two years of active service, he is ineligible for Associate status. Mary Conover sent him a Letter of Intent in September 06 and Chris Blackwell sent another letter in October 06. Mike is unable to participate in any Squad functions at this time. Based on time served, we have no recourse but to release him from Squad membership.

<u>I had an LOA discussion with Mike Chiarelli:</u>

<u>Mike Chiarelli</u>
<u>53 Chandler Drive New address</u>
<u>Red Lion PA 17356</u>

Mike said that the squad is very important to him. He learned a great deal and has every intention of returning to the area on the completion of his residency and will bring his experience and new level of expertise with him. He would like to continue his association and maintain his membership #. Mike's argument is that the Squad really has nothing to lose, and has a great deal to gain on his return.

I explained some of the concerns with maintaining membership for someone who is not actively participating. I was clear that these were the issues I could think of and there could be more: insurance, social events, holiday gifts, service award time. Mike has no interest in these and will gladly sign a letter stating he understands that all of these items will be forfeited during his prolonged LOA. Service award time and LOSAP time will be considered for the years he has been there up to the last LOA and will begin again on his return.

This is a request outside of common and usual practices. I do however believe it merits a discussion. Common and unusual practices come from doing the same thing over and over generally with out truly revisiting the policy. While granting this request creates a change that would need to be addressed for similar circumstances in the future. I would question if this is truly a problem if the exception is based on medical residency how many times would this issue arise.

Motion by C. Blackwell, seconded by M. Brenner, to drop from membership, Mike Chiarelli #1003 due to non-fulfillment of hours required.
Motion carried Unanimous

Uniform Committee

The Uniform Committee meeting about patches and responsibilities is pending.

SOP Committee

The Medical LOA and PPP were sent out to all via email 12-1-06 for discussion tonight.
The Committee met again 12-2. They are currently working on upgrading forms. These were sent out for review prior to the last meeting.
Work continues line by line thru the SOP's.

Director – *Mike Barker*

The **HCFAS Performance Statistics** for November have been distributed. We handled 403 calls, 13.4 a day, with eight signal 24s.

The **Membership Committee** has twelve prospects on the spreadsheet including three that will come up for approval this evening.

The **Recruitment Committee** held the third Recruitment Sunday on 19 November. Laura and Sally hosted **nine prospective members** who have expressed interest in attending the next RTE class beginning in January. The next Recruitment Sunday is 17 December.

The **Recruiter T-shirt** project is progressing. They may be distributed at the Holiday Party.

A permanent Recruitment Committee chairperson is still being sought.

ALS Response

Since before the implementation of the StAR program, the ALS response numbers have been rising. In August it was 54.2 %, in September it was 70.0 %, in October it was 77.0 % and in November, when StAR officially began, it was 81.6 %.

Director – *Carl Schramm*

The paperwork has been filed with the TOH for authorization to begin work on the back door air lock. We are awaiting a hearing from the Town. We are also waiting for permits from the Town for the display sign.

Director – *Mark Cappola*

Dave Mohr has sent letters to FEMA about the Armour Sheild proposal.

The ALS Responder program is going well. As Mike Barker reports, the numbers have been steadily climbing. Congratulations to Lehti Laas and the Sub-committee for all their work.

Director – *Christine Blackwell*

All plans for the Social Committee are moving forward.

Director – Mike Milo

RedAlert

Jim Mallilo advised he received a quote for CAD system and is reviewing it for questions and issues. I will get a copy and review also. ***Contract thru the State ?? Remove Fund Drive??***

Website

I spoke to John Maier again. He confirmed he will handle project. I have meeting with him next Wed 12/13 at 8pm to review all issues and info.

MedCom Printer

As reported, a printer that is compatible with MedCom is very expensive. I moved the current printer that was in the Dispatch Office for easier access. Let's see how many people comment on the change.

Badge ID System

I had meeting with IDI vendor located in Port Washington. ID Badge system looks very good. Price and package are the best so far as I have seen. Will be reviewing Alpine and Identicard systems also. I will be putting a motion together for next BOD meeting 12/21. I will put all supporting docs into everyone's mailboxes this weekend.

Computer for the History Committee

We are researching options for the History Committee. We need to look at the Dell account to check the costs and availability.

Director – *Robert Franz*

NYSVA&RA District 7 Meeting – November 21, 2006 at Islip Exchange Ambulance

At the meeting there was a lengthy discussion of the 11/14/06 REMSCO, 11/15 SCACA & SC Recruitment, 10/27 NYSVA&RA and 10/28 FASNY Legislative meetings. The next meeting will be on January 16, 2007 at Brentwood Legion Ambulance.

Other matters:

Insurance: There were two minor vehicle incidents each involving a parked car. One incident resulted in a claim for a broken mirror which the squad reimbursed. The party to the other incident is not filing a claim for a broken molding.

SCPD Certificate of Need for Ambulance Service: SCPD mailed certified letters to all agencies and REMSCO members regarding their application to permanent ambulance status from a temporary municipal declaration under Article 30. They state in their letter that the ambulance service is not intended to be used to compete with the current volunteer ambulance service but rather to be used primarily for police personnel and/or documented police situations where volunteer ambulance services may be exposed to grave personal risk. The permanent ambulance status would not indicate the restrictive use. They are requesting an endorsement affidavit from each ambulance agency. I am still trying to obtain information on this issue regarding the affidavit and if a REMSCO hearing has to take place on this issue.

Chief Winter thanked Bob for his assistance to meet a deadline in filing two grant applications from Suffolk County Legislators Cooper and Damaro for $1,500.00 and $1,000.00 and also the paperwork with Senator Marcellino's office requesting monies for the new responder vehicles.
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Bob mentioned that Andrea Golinsky has a full page add in the Long Islander that was paid for by the Town of Huntington. The Town's efforts to advertise for volunteers has been assisting us and here is concrete evidence of it in this add, which includes our own Gina Angevine. One of her friends saw Gina's picture and was inspired to apply to HCFAS. Thank you to Andrea for keeping on top of this with the Town.

Motion by R. Franz, seconded by M. Cappola, to adjourn the meeting at 2336 hours.
Motion carried **Unanimous**

Respectfully submitted:

Christine Blackwell
Secretary Approved

Annette Hershkowitz
Asst. to the Secretary

Board of Directors (Elect 4)
David Mohr - 70
Jim Mallilo - 26
Reeve Conover - 83
Andrea Golinsky - 57
Margaret Cornielus - 37
Joseph Costello - 44
Lehti Laas - 85
Cindy Cairl - 46
Sal Signorelli - 43
Annette Hershkowitz- 36
Martha Brenner - 74
Michele Miller - 1

Chief (Elect 1)
Mary Conover - 98
William Billups - 64

First Deputy (Elect 1)
Greg Orr - 132
Karen Blackburn - 1

Second Deputy (Elect 1)
Christopher Winter - 131

Third Deputy (Elect 1)
Paul Biersack - 136

Chief Dispatcher (Elect 1)
Bernie Hershkowitz - 64
Jon Stone - 96
Angie Kaladukos -1

Captains (Elect 7)
Spenser Newman - 93
Tom Lemp - 75
Brian Bilenski - 99
Dominic Heavey - 111
Anne Gabriel - 110
Eileen Burns - 140
Casey Stone - 108

Write-Ins
Michele Miller - 43
Lauren Jedlicka - 11
Brian Canty - 1
Angie Kaladukos - 2
Joe Denimarck - 1
Jim Mallilo - 2
Karen Blackburn - 1