Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: January 10, 2013

Members:

President Roger Winter (RW)	PRESENT
Vice President Richard Stone (RS)	19:34 hours
Secretary Robert Franz (RF)	PRESENT
Treasurer Brian Canty (BC)	PRESENT
Joseph Denimarck (JD)	PRESENT
Thomas O'Leary (TO)	PRESENT
Jeffrey O'Neill (JO)	20:17 hours
Bernard Poole (BP)	PRESENT
Chief Martha Brenner (MB)	PRESENT

Guests: Tim Ebert, Alyssa Axelrod, Peter Nakelski, John Palmieri, Mark Cappola, Sally Staszak

Meeting called to order at: 19:30 hours

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of December 6, 2012.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of December 27, 2012 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of December 27, 2012: 2013 Corporate Officer election as amended.
MOTION APPROVED UNANIMOUSLY

Vice President Richard Stone entered the meeting at 19:34 hours.

The personnel report was discussed with First Deputy Chief Ebert (see the Secretary's report).

Director O'Neill entered the meeting at 20:17 hours.

Proposals-
Banking Resolutions with HCFAS's Designated Banks
Monthly Recruitment Activities
Parades / Activities
Refreshments Parades / Events
Motions for Consideration Format
The Not-So-Irish-Band

Explorer Post 215 Activities 2012-2013 School Year
Explorer Post 215 Fundraisers
Operational Officers Annual Dinner Meeting
2013 Installation Dinner Invitations
Article IX – Protocols   Section 1 - Social Committee Protocols
Invitation List 2013 Installation and Inspection Dinner as Amended
Removal of Wyndanch-Wheatly Heights from the 2014 Installation and Inspection dinner

Banking Resolutions with HCFAS's Designated Banks

Motion by Chief Martha Brenner and seconded by Richard Stone to authorize and approve the President, Vice President, Secretary and Treasurer to execute the required banking resolutions with HCFAS's designated banks (Valley National Bank, Bank of New York and TD Bank). The resolutions shall specify that all withdrawals (payment orders, wire transfers etc.) and borrowing will require the authorized signatures of any two corporate officers listed above. A printed confirmation of all transfers will be sent by the bank to the Treasurer directly.

MOTION APPROVED UNANIMOUSLY

Monthly Recruitment Activities

Motion by Robert Franz seconded by Bernard Poole to approve, Publicity Chairperson Andrea Golinsky and Recruitment Chairperson Mike Barker and authorizes the expenditure to announce monthly recruitment activities at a cost not to exceed $2400 for the year, from January 2013 thru December 2013. Advertisement announcements will be approved by the Recruitment Committees' Board Liaison. This cost would include meeting expenses.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Parades / Activities

Motion by Chief Martha Brenner and seconded by Bernard Poole to authorize and approve HCFAS's participation in the St. Patrick's Day Parade, Memorial Day Parade, the Huntington Manor Fire Department Parade, East Northport Fire Department Parade, and the Greenlawn Fire Department Parade. 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 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. SOP Article IX, Section 1-3 Parade Refreshments Protocol will apply to the St. Patrick's and Memorial Day Parades. The Chief will disburse a meal allowance of $10.00 per person for all fire department parade participants, including Post 215 members and advisors to be distributed at the time of the parade or event for refreshments. Only authorized members on standby per 4 hour shift during the fair will also receive a $10 meal allowance as authorized by the Chief at the time of the parade or event for refreshments (unless refreshments are provided by the host department). The Chief will do a timely submission to The PULSE and/or electronic blast e-mail announcing each event and post a signup 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 SOP Article X Section 1 of the HCFAS Purchasing Policy (PP) and the Treasurer will provide the Board of Directors an accounting of the cost of each event at the Board meeting immediately following the receipt of the event accounting, which is due 10 days after the event. The Chief will be responsible for these events.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Refreshments Parades / Events

Motion by Chief Martha Brenner and seconded by Robert Franz to authorize and approve the Special Event Committee Chairperson Brian Canty, 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 $500.00. Both events are in accordance with SOP Section Article IX, Section 1-3 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 be served or consume alcoholic beverages under any circumstances while participating in these events (these restrictions must be posted as part of the parade signup sheets). Approval of any other invitee will be at the discretion of the Special Event Committee Chairperson with the approval of the Board liaison. The above amounts include flowers, paper goods, decorations, (table decorations only), beverages and desserts. The special events committee will be responsible to provide an accounting to the Treasurer in accordance with SOP Article X Section 1 HCFAS Purchasing Policy (PP) and the Treasurer will provide the Board of Directors an accounting of the cost of each event at the Board meeting immediately following the receipt of the event accounting which is due 10 days after the event. The Chief will be responsible for these events.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Motions for Consideration Format

Motion by Chief Martha Brenner, seconded by Vice President Richard Stone that:

1. All motions for consideration at a Board meeting must be sent to the President, in electronic format, no later than 9:00pm the Friday before the following week's Board of Directors meeting. The President will have them electronically distributed by Saturday, during the day if possible, or at the earliest time available.
2. All supporting documentation for Board motions must be signed by all the appropriate personnel and placed in each Board members mailbox no later than 12:00 PM the Sunday before the following week's Board meeting.
3. Emergency Motions will be considered by the President.
4. As always any motion can be presented by any Director at the Meeting if the President and Board of Directors deem it necessary providing proper documentation is distributed forty-eight (48) hours prior to the meeting.
5. All meetings shall cease at 11pm unless a motion to extend is approved.

MOTION APPROVED UNANIMOUSLY

The Not-So-Irish-Band

Motion by Chief Martha Brenner and seconded by Brian Canty to extend an invitation once again to The Not-So-Irish-Band to play for us again at the dinner after the St. Patrick's Day parade in March 2013 at no cost.

MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Activities 2012-2013 School Year

Motion by Brian Canty and seconded by Chief Martha Brenner to approve the following events and fund raisers for Explorer Post 215 for the 2012-2013 school year. Chief Advisor Sheryl Roach will oversee all events with the appropriate adult supervision. Any activity that requires a permission slip for Explorer Post 215 will be included in the prerequisite for participation. If a BSA permission slip is necessary that will also be required for participation as well as any Boys Scouts of America permit required. If insurance coverage for an activity is necessary all necessary documentation will be requested from our insurance committee chair. Prior to each event the Board of Directors will be notified.

1. Joint Training with BSA Post 218 - TBA
2. Fall & Spring Donation Food Drives – Recipients to be announced TBA
3. St. Patrick's Day Parade / Dinner - TBA.
4. Touch-A-Truck - TOH TBA.
5. Fund Raisers, including in house activities, GM meetings - Candy Sales, Car Wash, Flower Sale - TBA
6. Laser Tag/Dodgeball with neighboring FD Juniors/EMS Explorer Posts TBA
7. EMS Week Open House - TBA.
8. Explorer Post 215 Installation Dinner - TBA.
9. Participation in a Charity Softball game – TBA.
10. Explorer Post 215 Recruitment Meetings - TBA.
11. Annual Pasta dinner or all you can eat breakfast - TBA.
12. EMS Competition – TBA.
13. Joint Training with Huntington Manor Fire Department Juniors – TBA.
14. Joint Training with Huntington Fire Department Juniors – TBA.
15. Joint Training with Halesite Fire Department Juniors – TBA.
16. EMS ALS Demonstration at Dix Hills Fire Department. – TBA.
17. Ice Skating with other local Department Youth Squads. – TBA.
18. Field Trip to Med Com – TBA.

MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Fundraisers

Motion by Brian Canty and seconded by Chief Martha Brenner to permit Explorer Post 215 to fundraise at HCFAS and/or Explorer Post 215 meetings and events for 2013. Fundraising events would include but not limited to the following; Spring Food Drive & Donation – Family League, Candy Sales, Car Wash, Flower Sale. Further to authorize Explorer Post 215 solicitation for funds, gift certificates, and merchandise including from businesses that are HCFAS vendors. Prior to each event the Board of Directors will be notified.

MOTION APPROVED UNANIMOUSLY

Operational Officers Annual Dinner Meeting
Motion by Chief Martha Brenner seconded by Joseph Denimarck to approve the 2012 & 2013 Operational Officers to attend an additional Annual Dinner meeting for those unable to attend the previous dinner at a date and time to be determined by the Chief, at a cost not to exceed $600.00; sales tax exemption certificate must be utilized. The Chief will be responsible to timely inform all eligible attendees of the date, time and location of the dinner.
HCFAS funds
Yes: MB RS, JD No: RF, JO, TO, BP, BC
MOTION NOT APPROVED

2013 Installation Dinner Invitations
Motion by Chief Martha Brenner seconded by Brian Canty to request the Social Committee issue and invitation to the 2013 Installation and Inspection Dinner of 2/23/13 to the Chief of Kings Park Fire Department.
HCAD funds
Yes: MB, TO, JO No: BC, RS, RF, BP Abstain: JD
MOTION NOT APPROVED

Article IX - Protocols
Section 1 - Social Committee Protocols
Motion by Chief Martha Brenner seconded by Richard Stone to hold enforcement of the above referenced SOP for 90 days pending updating of the protocol.
2/3 vote required.
Yes: MB, RS, JD No: BC, RF, JO, TO, BP
MOTION NOT APPROVED

Invitation List 2013 Installation and Inspection Dinner as Amended
Motion by Brian Canty, seconded by Bernard Poole to approve the special guest invitation list for the 2013 Installation Dinner, as amended.
MOTION APPROVED UNANIMOUSLY

Removal of Wyndanch-Wheatly Heights from the 2014 Installation and Inspection dinner
Motion by Richard Stone and seconded by Chief Martha Brenner to remove Wyndanch-Wheatly Heights Volunteer Ambulance from the invitation list for the 2014 installation and inspection dinner.
Yes: MB, RS, JO, TO, BP No: RF, JD Abstain: BC
MOTION APPROVED

Treasurer's Report – Brian Canty:
Motion by Brian Canty, seconded by Bernard Poole to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

Dec 27, 2012 to Jan 10, 2013 HCAD 40 Checks Totaling $118,455.70
Dec 27, 2012 to Jan 10, 2013 HCFAS 5 Checks Totaling $ 6,617.87
MOTION APPROVED UNANIMOUSLY

Transfers:
12/28/12 - 75K from HCAD Savings to HCAD Checking
01/07/13 - 75K from HCAD Savings to HCAD Checking

If you have any questions please email me before the Thursday so I can get you an answer.

To all the new BOD Members, you are welcome to and I recommend you to review the bills. They are located in the treasurer's office. If Jamie is not there please email me and I will work something out with you.

All the Capital One credit cards have been cancelled due to a breach in Restaurant Depot's system except for the Presidents card.

Secretary's Report –Robert Franz:
Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

LOA's:	#	From	To	Type LOA	Day
James Barkocy	578	1/7/13	4/7/13	Medical	Sun
Brendan Fitts	1180	1/8/13	4/8/13	Educational	Mon
James Harrigan	1112	12/11/12	6/11/13	Extended Educational	Tues
Allison Lau	1226	1/1/13	6/1/13	Extended Educational	Sun
Zebulnessa Rahimi	1189	1/13/13	5/12/13	Educational	Sun
Meaghan Salzone (Meyer)	1244	1/8/13	4/8/13	Medical	Tue
Al Szigethey	724	1/1/13	4/1/13	Medical	Tues
Kristin Tiersch	1333	1/7/13	5/7/13	Educational	Mon
Anel Vargas	1277	1//1/13	4/1/13	Extended Operational	Tues
Mary Winter	485	12/25/12	3/25/13	Emergency Medical	Tues

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to approve an Extended Medical LOA for Scott Bielanski, member #1076, from 12/1/12 -3/1/13.
Yes: RS, TO No: JD, MB, RF Abstain: BP, BC (Note: JO was not present for the vote)
MOTION NOT APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to approve an Extended Operational LOA for Leslie Wissner, member #1285, from 12/17/12 -3/17/13.

Motion by Brian Canty and seconded by Bernard Poole to table the motion on Leslie Wissner.
MOTION APPROVED UNANIMOUSLY to table

Probation Ending
Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Jeannette Russell, member #1359, eligible 12/22/12, effective 1/10/13.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name:	Membership #	RTD Date	From
Rodriguens Gabriel	1224	12/23/12	Educational LOA
Carlos Suarez	1103	12/24/12	Educational LOA

Motion by Robert Franz and seconded by Chief Martha Brenner to grant the following Status Change: Administrative to Inactive Life for William Billups, member #793, effective 1/10/13.
Yes: RS, RF, JD, TO, BP, MB, BC Abstain: JO
MOTION APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to grant the following Status Change: Operational to Associate for Judith Hogan, member #1104, effective 1/10/13.
2/3 vote required
Yes: RS, RF, JD, TO, BP, MB, BC Abstain: JO
MOTION APPROVED

Insurance

- Building water damage 12/6/12 – The VFIS appointed adjuster calculated the loss estimate at approximately $15,000 including Mitigation Solutions initial clean up of $4,285. Rich Stone obtained an estimate $5,500 from the contractor who did our basement work to do the repair and tile replacement etc. The estimate does not include fund drive ceiling tiles which cost can range from $500 to $2,500 depending on type of tile. Unless the Third Deputy Chief has a lower estimate from another contractor, this estimate will be accepted so that repairs can be started.

- VFIS sent us a supplemental check for $526 to cover the additional repair work on 2-15-82 which brings the total claim reimbursement to $10,360 re: 10/31/12 accident.

VAWBL

- After many emails and conversations with NYSIF, we reimbursed the NYSIF $105 for the medical cost incurred on a January 2012 member claim. The claim will now be considered a first aid claim which should have a positive effect on our experience modification factor going forward.

-A member's request for the HCFAS to pay for physical therapy for an injury to another body part from a LOD incident on 9/25/12 was discussed with the President and it was agreed for HCFAS to pay up to $1,000 for 4 weeks of PT and if more treatment was called for thereafter then a claim with NYSIF would be considered.

Life Insurance – Life insurance claim proceeds were received today and mailed to beneficiaries of Bernard Hershkowitz and William Martin.

2013 / 2014 VAW 10% Property Tax Exemption Application Forms – I distributed applications to new 5 year eligible members (14) and to new 20 year eligible members (9). I will also be renewing the current 5 year exemptions (55) and 20 year exemptions (45). A notice was put in the January Pulse and will be mentioned at the January GMM.

NYS Income Tax Claim for Volunteer Ambulance Workers $200 refundable Credit for 2012-A notice was put in the January Pulse & will be mentioned at the January GMM. NYS tax form IT-245 with instructions is posted on the bulletin board.

LOSAP 2011 Audit – With Margaret Cornelius's help, documents are still being located, copied and assembled for the TOH audit.

Grants - I received an email from Scott Ryno, a grant writer and a 2012 NYSVA&RA Pulse Check Grant seminar presenter. Attached were his presentation material, a complete copy (full program) which includes additional examples and the FEMA reviewer score sheets (non public information secrets) and a SAMPLE grant narratives. He emphasized that the grant process should be started now and not when the grant period is open (multiple readings of the program guide is strongly recommended). I forwarded the material to Brian Canty for his review & use. I also have a FEMA grant reviewer who will review our grant application for free providing it is completed 2-3 weeks before the deadline date.

Holiday Gift Cards - David Mohr's two letters (you are now eligible and declination) were printed out and given to VP Richard Stone for distribution. David also provided his individual member shift analysis which Rich attached to each letter.

Ambulance NYSDMV Registrations – Ambulance renewal registrations were completed before the year end and given to the Third Deputy Chief to put on the vehicles.

Proposed SOP Change 03-2012 – After some research and consultation with Arlene Lindsay, I made some changes and gave them to First Deputy Chief Tim Ebert for his review. On another note, I recently came across the following: as required by the State Administrative Procedure Act

(SAPA), rules published in the New York Codes, Rules and Regulations (NYCRR) generally must be posted for review every five years – 2013 is the next review year.

TOH Contract – On 1/8/13 the Huntington Town Board approved executing a contract for 2013 with HCFAS.

Note: The Chief's report is in original format submitted for the minutes. No corrections are made and therefore what is printed in the report may not have been Board approved. See Secretary's report for final disposition of personnel.

Chief's Report – Martha Brenner:

Personnel report to follow:

Dispatch Training update committee has been formed and is currently working on setting separate training systems for those who will not be dispatchers on their own shift.

Member handbook committee in process. A draft for review will be available and sent to the officers by the beginning of February.

Officers meetings will be held one per month on a day to be decided at each monthly meeting. The goal is to accommodate the miscellaneous work schedules. The Chief Officers will meet the week following the Officers Meeting.

Committee list: the list recently updated by the President has been sent to the Chief Officers for review and correction. The completed list will be posted.

Social eligibility policy for the 2013 Installation Dinner:

24's

Full access key authorization has been given to ex-chief Andrea Golinsky. Her name will be added to the list in the dispatch office advising of who can be called in an emergency for room access.

Correspondence:

Letter from Tom Hogan

Letter from John Taffley received regarding refusal to be transported to Huntington Hospital if picked up by HCFAS. The letter will be forwarded to Suffolk County EMS.

First Deputy Report
January 9th, 2013

Personnel Report

Advancements:	#		
Martin LoCascio	1368	Crew Leader	*
Kristin Schwartz-Perkins	1369	Observer	
*** - Requires a motion**			

Change of Status:	#	**From**	**To**
Bill Billups (letter of 12/28/12)	793	Admin	Inactive Life

Judith Hogan (letter of 1/5/13)	1104	Operational	Associate
Dina Kutcher	950	Operational	*Admin
*** - Already approved by the BOD**			

RTD Date

Return to Duty:	#	**Date**	**From**	**To**
Rodriguens Gabriel	1224	9/3/12	**12/23/12**	ELOA
Carlos Suarez	1103	9/24/12	**12/24/12**	ELOA
*** - Already approved by the BOD**				

LOA's:	#	**From**	**To**	**Type**	**Day**	
James Barkocy	578	1/7/13	4/7/13	MLOA	Sun	
Scott Bielanski	1076	**12/1/12**	3/1/13	Ext MLOA	Co 8	
Brendan Fitts	1180	1/8/13	4/8/13	ELOA	Mon	
James Harrigan	1112	12/11/12	6/11/13	Ext ELOA	Tues	
Allison Lau	1226	1/1/13	6/1/13	Ext ELOA	Sun	
Zebulnessa Rahimi	1189	1/13/13	5/12/13	ELOA	Sun	
Meaghan Salzone (Meyer)	1244	1/8/13	4/8/13	MLOA	Tue	
Al Szigethey	724	1/1/13	4/1/13	MLOA	Tues	
Kristin Tiersch	1333	1/7/13	5/7/13	ELOA	Mon	
Anel Vargas	1277	1//1/13	4/1/13	Ext OLOA	Tues	
Mary Winter	485	12/25/12	3/25/13	Emer MLOA	Tues	
Leslie Wissner	1285	12/17/12	3/17/13	Ext OLOA	Sun	
*** - Already approved by the BOD**						

Shift Changes:	#	**From**	**To**	
None				
*** - Already approved by the BOD**				

Probation Ending:	#	Eligible
Jeannette Russell	1359	12/22/2012
Effective 1/10/13		

Over Due LOA's:	#	From	To	Type	Day	
Mindy Scalzetti	1255	6/17/12	9/17/12	EMLOA	Fri	
Emily Schaffert	1248	8/30/12	12/20/12	ELOA	Wed	

President's Report – Roger Winter:
Life Membership – Completed
Membership Badges –The Chief will give me the numbers to order.
Committee List for 2013 –The 2012 list was distributed to the 2013 Board of Directors for review. Assignments will be made as soon as possible. The list is always being adjusted as members are not performing duties as listed on the committee list in its' original format. The completed list for 2012 will be given to the LOSAP committee for inputting the points for committee chairs.
ID Badge System –New ID cards will be distributed during January as I get the completed Treasurer's report on dues paid.
Fund Drive – The fund drive room was flooded and the insurance adjuster has been in. It is in operating condition. There was no damage to the computers, but old paper records were destroyed. Fund drive is continuing their work in the room.
Explorer Post 215 –Sheryl Roach – Chief – Trinity Russell, 1st Deputy Chief – Dana Roach, 2nd Deputy Chief – Melissa Sorrentino, Captain – Will Mejia, Sec./Tres. – Jessica Martorell.
MC Alliance project: is completed on time. LIPA will be coming in to inspect the work for the refund. A continuing project of lighting conservation is in progress by M.C. Alliance. Richard Stone and Roger Winter and the third deputy will be overseeing the project.
Elite Energy Service has contacted me and I will review their proposal. It is my understanding at this time there is no cost to us. They will be reviewing our lighting usage and conservative efforts.

Old Business:
-The Drug and Alcohol Policy will be taken over by Director Poole.
-The Uniform Code will be presented to the Board by Director Denimarck and Alyssa Axelrod.
-The status of the Article 78 proceedings was discussed.

New Business:
-Ambulance purchase motion was requested to be presented to the BOD

Motion by Bernard Poole and seconded by Brian Canty to adjourn the meeting at 22:30 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: January 11, 2013

Amended and approved: January 24, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: January 24, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**19:40 Hours**
Joseph Denimarck (JD)	**PRESENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Alyssa Axelrod, Peter Nakelski, Juan Flores, Dominic Heavey, John Palmieri, James Mallilo, Vito Reciniello

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Bernard Poole to approve the minutes of January 10, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

New member applications discussed.

Treasurer Canty entered the room at 19:40 hours.

Proposals-
Agreement between the Huntington Community Ambulance District Town of Huntington and the Huntington Community First Aid Squad 2013
Disc Jockey Installation & Inspection Dinner 2013
Photographer for the Installation Dinner
EMS TODAY JEMS Conference Washington, DC 2013
Social Eligibility SOP amendment for the 2013 Installation Dinner

Agreement between the Huntington Community Ambulance District Town of Huntington and the Huntington Community First Aid Squad 2013
Motion by Brian Canty and seconded by Richard Stone to sign the 2013 Agreement between the Huntington Community Ambulance District Town of Huntington and the Huntington Community First Aid Squad, Huntington Town Board Resolution #2013-15, which was adopted at the January 8, 2013 meeting. The contract has been previously distributed to the members of the Board of Directors. Glynn Mercep & Purcell, LLP, have reviewed the Agreement and see no errors and approve the agreement. Insurance documents will be provided by the insurance committee to as specified in the agreement.

HCAD funds
MOTION APPROVED UNANIMOUSLY

Disc Jockey Installation & Inspection Dinner 2013
Motion by Bernard Poole and seconded by Brian Canty to accept the recommendation of the Special Event Committee Chairperson Brian Canty and to accept the bid of Get Your Grove On Inc. and enter into an agreement/purchase order for their services as the DJ for the 2013 Installation and Inspection Dinner on 2/23/2013 from 6:00PM to 12:00AM at a cost not to exceed $ 1,100.00. The HCFAS cancellation policy will be part of contractual agreement.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

Photographer for the 2013 Installation Dinner
Motion by Bernard Poole and seconded by Brian Canty to accept the recommendation of the Special Event Committee Chairperson Brian Canty and authorize and approve the President or his designee to sign an agreement or purchase order for the services of Creative Compositions as the photographer (used since 2001) for the 2013 Installation and Inspection Dinner at a cost not to exceed $ 1,050.00. A Creative Composition photographer will be performing services for this event. HCFAS's cancellation policy will be included as part of the 2013 agreement/purchase order.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

EMS TODAY JEMS Conference Washington, DC 2013
Motion by Chief Martha Brenner and seconded by Richard Stone to accept the recommendation of Second Deputy Chief Dominick Heavey and authorize and approve two (2) members to attend the **EMS TODAY JEMS Conference Washington DC 2013** at a registration cost of $430 per person, hotel accommodations not to exceed $500.00, plus taxes (double occupancy is required), Wednesday night March 6, 2013 through Saturday night March 9, 2013, plus mileage and tolls, meals and incidental expenses of GSA federal rate (as of 10/1/12 GSA rate is $71.00) (breakfast, lunch, and dinner) (less 25% for travel days) per day per person, providing no meals are included as part of the registration package (alcoholic beverages are excluded for reimbursement) parking not to exceed $40 per person. Members will attend a minimum of 3 educational sessions each day. A listing of the sessions attended and any course completion certificates received will be submitted with LOSAP forms as part of the reimbursement package, as well as a comprehensive report (submitted electronically) on at least one session attended per person that will be used as a future Review Training for our members (the attendee may be asked by the 2nd Deputy Chief to write a test on the comprehensive report) which will be given to the Second Deputy Chief within 10 days after returning from the conference. Upon request of the Chief, Second Deputy Chief, or the Board of Directors, the member must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Reimbursement of deposits or prepaid tickets due to non-attendance is the responsibility of the member, unless an exception is requested by the member in writing and approved by the Board of Directors. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and will include original receipts, approved by the Second Deputy Chief and Chief, and submitted to the Treasurer at the same time (single package) within 10 days of return from the conference. The Treasurer will

provide the Board of Directors an accounting for this conference at the Board of Directors meeting immediately following the request for reimbursement after the event.

HCAD funds

Motion by Robert Franz and seconded by Brian Canty that members attending this conference are precluded from attending other out-of-state conferences during 2013.

Yes: RF, BC No: JO, JD, TO, MB, RS Abstain: BP

MOTION NOT APPROVED

On the original motion:

Yes: RS, RF, JO, JD, TO, MB Abstain: BP, BC

MOTION APPROVED

Note: The following motion was approved under "New Business"

Social Eligibility SOP amendment for the 2013 Installation Dinner

Motion by Richard Stone and seconded by Thomas O'Leary to change the parameters for the 2013 Installation Dinner attendees from 18 to 14 required shifts and allow those members on a medical LOA between 7/23/12 and 1/23/13 to have completed 7 shifts.

2/3 approval needed

Yes: RS, RW, JO, TO, JD, MB No: RF Abstain: BP, BC

MOTION APPROVED

Treasurer's Report – Brian Canty:

Motion by Brian Canty, seconded by Bernard Poole to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

Jan 10, 2013 to Jan 24, 2013 HCAD 34 Checks Totaling $34,665.78
Jan 10, 2013 to Jan 24, 2013 HCFAS 1 Checks Totaling $17.36
Jan 10, 2013 to Jan 24, 2013 POST 215 1 Checks Totaling $573.43

MOTION APPROVED UNANIMOUSLY

Submitted the NYS Dept. of Tax & Finance Renewal Application for Property Tax Exemption to the TOH on 1/20/2013

Overdue Bills

2-15-33 has not submitted any bills yet this year. Missing at least 3 weeks of Ace Weekly Inspection PO's as of 1/23/2013

Secretary's Report –Robert Franz:

Suffolk REMSCO – Meeting January 15, 2013

Copies of the meeting agenda and related handouts were distributed to the Board and Chief Officers and posted on the bulletin board. A presentation was made by Janet Heller of St Charles Hospital on the WHALE (We Have A Little Emergency) program – a/k/a the child car seat identification program – program brochures are available for free. Meeting Highlights: Executive 2013 strategy/goals (as outlined in the REMSCO/REMAC White Paper) 1) obtain accurate response data, 2) initiate citizen CPR (hands only) and 3) install a full time EMS Medical Director (2013 budget must provide $); SCEMS received $4,000 grant for 50 citizen PCR community kits which are available for agencies to use – requires feedback report on usage; REMSCO looking for feedback as to what it can do for you – what are your concerns; responses received from the recruitment ad hoc committee survey indicated surprisingly nothing negative – providers are content; agency response to SC EMS email for clinical laboratory multi site registration renewal request is very good – deadline is 2/27; REMACs annual QI Study (compliance with RMA policy) in progress – RMAs & PCRs 11/1/12 to 3/31/13; response committee is reviewing 2008 state data to obtain a baseline – still waiting for FRES data for comparison, which was delayed by Sandy; plans to update website for sign in for classes; REMSCO awards ceremony pictures to be in next issue of Fire News; FLU advisory sent to all departments (may see hospital surge diversions / more time spent in ED); disaster planning committee meeting 1/28/13 at SCEMS; SEMAC/SEMSCO meeting is 1/28-29/13; $7,000 approved for purchase of 1,500 binders for future ALS protocol distribution (SEMAC must approve protocols); ALS skills updated – look for training sessions in future; looking into REMSCO's owned APP with protocols; every agency must have a CME coordinator; looking to extend NARCAN pilot to give NYSDOH time to put into curriculum/protocol/policies otherwise program is discontinued until that occurs –SC had 59 uses and SCPD had 35 uses in 4th, 6th & 7th Precincts & is extending program to the other Precincts (I asked NYSVARA President Mastrianni to support this item at SEMAC/SEMSCO next week) ; SEMAC may consider a requirement for ALS agencies to maintain their controlled substances authorization by 1/1/14; The next meeting is Tuesday March 12, 2013 at 7PM at SCEMS in Yaphank.

Insurance

-Building water damage 12/6/12 – We received $ 13,261 from VFIS for the loss including Mitigation Solutions initial clean up of $4,285. Currently we are waiting for another repair estimate via the Third Deputy Chief. If no other bids are received by 1/24, the sole bid received will be accepted.

- On 1/23/13 vehicle 2-15-18 came in contact with a fence post while entering a patient's driveway. The right side rear wheel well rubber covering was ripped off. An estimate of the damages to the fence and our vehicle is in process by the Third Deputy Chief and has not been reported to our insurance carrier.

Life Insurance – Coverage was cancelled on member Scott Bielanski due to continuous medical LOAs exceeding one year.

2013 / 2014 VAW 10% Property Tax Exemption Application Forms – Some completed forms were received and notice will be put in February pulse.

NYS Income Tax Claim for Volunteer Ambulance Workers $200 refundable Credit for 2012-A notice will be repeated in the February Pulse. NYS tax form IT-245 with instructions is posted on the bulletin board.

LOSAP 2011 Audit – With Margaret Cornelius's help, documents continue to be located, copied and assembled for the TOH audit. Thank you Brian for printing some of the on line tests that were needed. We still cannot find 4 review trainings for a member.

Legislation:
-The NYS gun legislation included the Webster provision which makes the killing of a first responder who is engaged in his duties a Class A-1 felony with a mandatory penalty of life in prison without parole. FYI – this provision is the same as a previous Mark's Law bill which EMS organizations had been advocating since 2011 ever since Mark Davis, EMT was shot & killed by a patient in January 2009.
- NYSVA& RA President Michael Mastrianni emailed the PHL Article 30 revisions are included once again in the Governor's Proposed 2013-2014 Budget bill (Sections 52 through 86). This information has been forwarded to Suffolk REMSCO and SCACA. A copy of the proposed changes is attached to my email for your review and comment. HCFAS should not support these changes which will remove EMS system control from REMSCOs & SEMSCO to the Commissioner of Health.

N95 Fit Testing – I forwarded a SCEMS power point and information on this subject to 2nd Deputy Chief Dominic Heavey for his review.

New York State Volunteer Ambulance & Rescue Association
District 7-Andrea Golinsky, Delegate:
The meeting was held January 15th at Central Islip/ Hauppauge Volunteer Ambulance. Delegate Jim Grimes hosted the meeting and supplied a delicious meal.

A new department was welcomed. Riverhead Volunteer Ambulance has joined District 7 and will be hosting the April meeting.

Due to the move of the EMS division from Hauppauge to Yapank the REMSCO meeting had been rescheduled from the second Tuesday to the third Tuesday. As a result many District 7 officers and delegates were in Yapank attending the REMSCO meeting. Those included Bob Franz, Tom Cronough, Meryl Montrose and Bruce Talmage.

For the past three years NYSVA&RA has been trying to get a law passed called Mark's Law. The law was to honor Mark B. Davis, A Cape Vincent EMT who was murdered while on a call by the patient. The previous bill passed the Senate twice but got no further in the Assembly. It was to be on the NYSVA&RA agenda for Legislative Day this year, however. FASNY has taken up the cause. The bill's name has been changed to the Webster Provision, referring to the two firefighters that were ambushed and killed on Dec. 24 while responding to a house fire. The bill calls for a sentence of life without parole for any person convicted of killing a first responder while on duty.

Help was requested for the Mega Show to be held at the Nassau Coliseum.
The dates are Feb. 23rd and 24th and once again coincide with HCFAS installation dinner. Friday night will be set up of the booth and members are needed to man the booth on Sat. and Sun.

Bob and Tom entered the meeting and gave a brief report of the REMSCO meeting.

February 16th is the next E-Board meeting. The NYSVA&RA Legislative Day date will be set and the agenda for that day will be discussed.

The next Dist. 7 meeting will be held Feb. 19th at North Amityville Fire Co. on February 19th at 1930 hours.

Note: The Chief's report is in original format submitted for the minutes. No corrections are made and therefore what is printed in the report may not have been Board approved.
See Secretary's report for final disposition of personnel.
Chief's Report – Martha Brenner:
Personnel report:
No personnel report/no officers meeting since last BOD

Social policy eligibility list will be distributed at the meeting

ACTION ITEMS COMPLETED:
Updated Officers/BOD phone/email list has been completed and posted in the dispatch office. A copy will be in the February PULSE. Thanks Matt Valle

ACTION ITEMS:
Dispatch Training update committee still working on updated format.

Member handbook committee in process. A draft for review will be available and sent to the officers by the beginning of February.

Forming an SCM audit committee still in process.

Plectron is being investigated. Thanks Tyler Gibbs

Working on getting keys back for the lowest mail boxes (alarm work sheets) as these are no longer used and may be needed by other committees.

Email/PULSE article to go out on transport to "appropriate" hospital. The Northport VA is NOT an appropriate hospital. I have spoken with Bob Delagi on this topic.

Forms updating: Andrew Taylor has agreed to assist in this project. There are duplicate form numbers and many forms no longer used.

GMM topic for February is equipment: power stretcher, BLS/O2 bags, forced entry/extrication equipment along with any items from members.

Other:
Review Good and Welfare process

Review sign process and authority, is there a policy?

2-15-18 accident

NYSDOH 1/17/13 letter re: required refrigeration temperature for injectable Ativan

President's Report – Roger Winter:

Membership Badges –The Chief will give me the numbers to order.

Committee List for 2013 –The 2012 list was distributed to the 2013 Board of Directors for review. Assignments will be made as soon as possible. The list is always being adjusted as members are not performing duties as listed on the committee list in its' original format. The completed list for 2012 will be given to the LOSAP committee for inputting the points for committee chairs.

ID Badge System –New ID cards will be distributed ASAP as I get the completed Treasurer's report on dues paid.

Fund Drive – The fund drive room was flooded and the insurance adjuster has been in. It is in operating condition. There was no damage to the computers, but old paper records were destroyed. Fund drive is continuing their work in the room.

Explorer Post 215 –Sheryl Roach – Chief – Trinity Russell, 1st Deputy Chief – Dana Roach, 2nd Deputy Chief – Melissa Sorrentino, Captain – Will Mejia, Sec./Tres. – Jessica Martorell.

MC Alliance project: is completed on time. LIPA will be coming in to inspect the work for the refund on January23, 2013. A continuing project of lighting conservation is in progress by M.C. Alliance. Richard Stone and Roger Winter and the third deputy will be overseeing the project. The Cotocon Group / M.C. Alliance Energy Group, will be doing an electrical consumption study to help us try to reduce our electrical consumption by upwards of 35%-40%. I will notify the 3rd Deputy Chief of the proposal. 3rd Deputy chief notified.

- I have e-mailed Dr. Stratemeier stating that we are dropping the Ride-A-Long proposal due to inactivity on the part of Huntington Hospital. He has returned my e-mail and will look into why we never got a response from Huntington Hospital. He also states that he would like a Ride-a-Long. After an inquiry with Huntington Hospital's Attorneys they apparently mailed a document, contract, to us. We never received it. Dr. Stratemeier will hand deliver the contract. I will then send it off to our attorney Tim Glynn for approval.
- Jeremy Boehm – I have contacted Tim and I am awaiting a response.
- TOH agreement HCAD is in Tim's hands and I am awaiting a response.
- Movement of Board Members into the proper desk location.

Director Denimarck Report:

Uniform Committee: I have received a letter from Jerry Giacomini #349 resigning as chair of the uniform committee. .A e-mail has been sent to all Board of Directors. Jerry and Jean will still be on the committee. Maxine Epstein is interested in the position of Chairperson.

Old Business:

-Ambulance purchase motion was again requested to be presented to the BOD.

New Business:

-Alyssa Axelrod answered questions on toughbooks security and ePCR training process.

-Director O'Neill asked about Director's desks.
-John Palmieri stated he feels each committee should have more than one person on it.
-Installation dinner attendance eligibility requirements discussed (see motions above).

Motion by Brian Canty and seconded by Bernard Poole to adjourn the meeting at 21:40 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: February 2, 2013

Amended and approved: February 14, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: February 14, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**19:33 Hours**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Eileen Burns, Alyssa Axelrod, Tim Ebert, Lehti Laas (telephone), and Kathy Castillo

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of January 24, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Treasurer Canty entered at 19:33 hours.

New members were discussed and voted on. See Secretary's Report.

Proposals-
Fund Drive
SOP Change 01-2013 Emergency Incident Rehabilitation Policy
Patient Confidentiality Policy
FIRE, RESCUE & EMS MEGA SHOW 2013 at the Nassau Coliseum
O^2 Room Single Opening Public Education Youth Locker
Repair of 12/6/12 water Damage via email 1/31/13
Ambulance Bay Space Hydronic Control Energy Conservation Measure (ECM)
Uniform Code updated to the Board

Fund Drive
Motion by Brian Canty and seconded by Richard Stone to approve an amount not to exceed ($26,140.00) for the supplies, production, and mailing of Fund Drive materials for calendar year 2013. Supplies are to be purchased by, all data processing and printing by, and transport to the postal service for mailing by Imagemakers, as in previous years. The target dates for the Fund Drive are; March 11, June 17 and October 14, 2013.
HCFAS funds

Motion by Brian Canty and seconded by Chief Martha Brenner to table the motion.
Yes: BP, MB, BC, JO No: TO, RS, RF, RW
MOTION NOT APPROVED to table

On the original motion:
Yes: TO, RS, RF, RW No: BP, MB, BC, JO
MOTION NOT APPROVED

SOP Change 01-2013 Emergency Incident Rehabilitation Policy
Motion by Robert Franz and seconded by Brian Canty to approve SOP Change 01-2013 adding Emergency Incident Rehabilitation policy to the SOPs. The SOP was presented at the January 14, 2013 general membership meeting.

Motion by Robert Franz and seconded by Brian Canty to table the discussion on SOP Change 01-2013 Emergency Incident Rehabilitation Policy.
MOTION APPROVED UNANIMOUSLY to table **(**Note: MB not in the room)

Patient Confidentiality Policy
Motion by Robert Franz and seconded by Thomas O'Leary to approve proposed SOP Change 03-2012 as amended including HCFAS Form 431. The SOP adds a Patient Confidentiality Policy to SOP Article X, Section 5 and amends SOP Article X, Section 1 Purchasing Policy paragraph A (9) Suppliers.

Motion by Brian Canty and seconded by Robert Franz to table the motion.
MOTION APPROVED UNANIMOUSLY to table

FIRE, RESCUE & EMS MEGA SHOW 2013 at the Nassau Coliseum
Motion by Robert Franz, seconded by Brian Canty to approve the payment of the discounted admission fee and parking fee for any active member or inactive life member attending the FIRE, RESCUE & EMS MEGA SHOW 2013 at the Nassau Coliseum on Saturday February 23 or Sunday February 24, 2013 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 the Squad will be billed for the member's admission fee. The 2nd Deputy Chief will be responsible to arrange for the billing of the Squad, to post the Show's flyer on the bulletin board along with the reimbursement policy and procedure and to email a notification to members.
HCAD funds
MOTION APPROVED UNANIMOUSLY

O^2 Room Single Opening Public Education Youth Locker Rack
Motion by Brian Canty seconded by Robert Franz to approve the purchase from Gear Grid Corp Quote #0008810 a Single Opening Public Education Youth Locker Rack 24" x 20" by 50 1/2" Green with wheels to be utilized by the O2 committee at a cost not to exceed $700.00. This rack

will be used to store bad O2 bottles that was cited during an insurance loss control inspection in 2012. This item was ordered on 12/7/2012.

HCAD Funds

MOTION APPROVED UNANIMOUSLY

Repair of 12/6/12 water Damage via email 1/31/13

Motion by Bob Franz and seconded by Richard Stone to authorize and approve the Third Deputy Chief Vito Reciniello's acceptance of J. Italiano's 1/26/13 low bid of $5,000 for the repair of the 12/6/12 water damages to the fund drive/losap room and other locations. Further to approve an amount not to exceed $2,000 for the purchase of ceiling tile for the fund drive/losap room and authorize Richard Stone to select and purchase the tiles. J. Italiano must provide a certificate of insurance with HCFAS named as additional insured and a certificate of workers' compensation prior to commencing any work.

HCAD funds

Results of vote via email:

Yes: RW, RF, MB, JO, JD, RS, TO No: BC Abstain: BP

MOTION APPROVED

Ambulance Bay Space Hydronic Control Energy Conservation Measure (ECM)

Motion by Roger Winter and seconded by Richard Stone to have the President, Roger Winter, enter into a contract with M.C. Alliance to install the Ambulance Bay Space Hydronic Control Energy Conservation Measure (ECM)

The proposed cost to install the controls and equipment, complete linking all parts, labor and materials is $5,400.00.

I am investigating this project to see if this purchase would fall under a National Grid rebate program. A Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage must be provided.

HCAD funds

Motion by Richard Stone and seconded by Robert Franz to table the motion.

Yes: RS, RF, JO, TO, MB No: BC Abstain: BP

MOTION APPROVED to table

Note: The following motion was approved under New Business

Uniform Code updated to the Board

Motion by Chief Martha Brenner and seconded by Jeffrey O'Neil to have a finalized copy of the Uniform Code ready for review by the BOD at the 1st meeting in March. If not received by then, that draft will be unused and retired. The current committee will be disbanded and a new committee formed.

Yes: MB, RS, JO, TO, BC No: RF Abstain: BP

MOTION APPROVED

Treasurer's Report – Brian Canty:

Motion by Brian Canty, seconded by Bernard Poole to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

Jan 24, 2013 to Feb 14, 2013 HCAD 44 Checks Totaling $50,197.65
Jan 24, 2013 to Feb 14, 2013 HCFAS 6 Checks Totaling $7,372.36
MOTION APPROVED UNANIMOUSLY

Transfers:
Wire Transfer of $40,232.50 to BONY for Bond Interest on 1/31/2013

Jan 31, 2013 Transfer from HCAD Savings to HCAD Checking $75,000.

OUTSTANDING BILLS:
2-15-33 - Home Deport Credit Card Charges
1/9/13 in the amount of $119.67 - Over 30 DAYS PO MUST BE RECIEVED ASAP!
1/15/13 in the amount of $69.98.

Secretary's Report –Robert Franz:
Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:
LOA'S Approved:

Name	**Membership #**	**Type LOA**	**Dates**
Suzette Biagi	1251	Operational	1/15/13-4/15/13
Kathleen Castillo	1276	Medical	1/11/13-4/11/13
Thomas D'Antonio	1006	Extended Medical	1/17/13-4/17/13
Adriana Dovi	1120	Extended Operational	1/26/13-4/26/13
Annette Hershkowitz	82	Extended Operational	1/24/13-4/24/13
Harvey Lapidus	1141	Educational	2/1/13-5/1/13
Howard Loewenthal	1260	Educational	2/1/13-5/1/13
Spencer Newman	1082	Medical	1/1/13-4/1/13
Donald Roulo	1017	Extended Operational	1/28/13-4/28/13
Emily Schaffert	1248	Educational	1/16/13-5/15/13
Carlos Suarez	1103	Educational	2/24/13-5/24/13
Leslie Wissner	1285	Extended Operational	12/17/12-3/17/13

Yes: RS, RF, TO, JO, MB, BC Abstain: BP
MOTION APPROVED

Probation Ending
Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Candace Sobina-Mills, member #1362, eligible 1/25/13, effective 2/14/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Patrick Stanton, member #1365, eligible 1/25/13, effective 2/14/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Maria Valentin, member #1355, eligible 1/13/13, effective 2/14/13.
MOTION APPROVED UNANIMOUSLY

Returned to Duty:

Name	**Membership #**	**RTD Date**	**Note**
Kathleen Castillo	1276	2/14/13	From medical
Beatris Maldonado	1275	2/13/13	From medical
Karen Maresco	999	1/26/13	Dispatch only
Elizabeth Steenson	820	2/5/13	Dispatch only
Alphonse Szigethy	724	2/12/13	From medical

New Members:
Motion by Robert Franz and seconded by Thomas O'Leary to accept Ruth Delgado as a new probationary member #1387, Shift: Tuesday 1500, in accordance with Article III, Section 2 of the By-Laws.
No: RS, RF, JO, TO, MB Abstain: BP, BC
MOTION NOT APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Michele Caravella as a new probationary member #1387, Shift: Tuesday 1500 in accordance with Article III, Section 2 of the By-Laws.
Yes: RF, JO, TO, MB, BC Abstain: BP (Note: RS not in the room)
MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Louis Dell as a new probationary member #1388, Shift: Thursday 2300, in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Thomas O'Leary to accept Joseph Kaempf as a new probationary member #1389, Shift: Friday 1100, in accordance with Article III, Section 2 of the By-Laws.
Yes: RF, JO, TO, MB, BC, RS Abstain: BP
MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept David Kaufman as a new probationary member #1390, Shift: Thursday 2300, in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Thomas O'Leary to accept Matthew Moran as a new probationary member #1391, Shift: Monday 2300 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, JO, TO, MB Abstain: BP, BC
MOTION NOT APPROVED

Chief's Report – Martha Brenner:
Sally Staszak, Sheryl Burke, Tom Hogan, Mike Barker, Joe Denimarck, Anne Gabriel, Nancy Barker, Orlando Salcedo, Tom Romano, Mary Sissini, Fernando Rivadeneira, Dominick Heavey, Tom Lemp, Carmen Schlieben, Chris Fischer, Fritz Barreau, Jim Mallilo, Mark Cappola, Oscar Gomez, Karen Martin, Rich Gierbolini, Jeff Brenner, Lorrie Stone, Keith Rubenstein, Pam Brenner, Kurt Vetter, Patty Salajka, Donna Gurtowski, Stefanie Mirabelli, Tim Ebert, Patty Tufo, Tom O'Leary, Phil Schmidt , Taha Aiman, Keith Davis, Krystal Kruz, Ken Manning, Rod Gabriel, Matt Valley, Lenise Booth, Tyler Gibbs, Tiffany White, John Connors, Brian Quinn, Kathy Castillo, Kyle Rudden, Liz Mohr, Juan Flores, Jeff O'Neill, Terrence Cheang, Kelly Murphy, John Vasquez,, George Reeder, Andrew Taylor, Steeven Jean, Kristin Van Benschoten, Rich Cortes, Claudia Femminella, Kristin Schwartz-Perkins, Loreley Villamide-Herrera, Carolyn Corkett, Nat Bruskin, Meagan Pereira, Reina Gomez, Laurie Hoffmann

BOD MEETING 2/14/13

- ❖ MEMBERS HAVE BEEN REMINDED WE DO NOT TRANSPORT TO THE VA HOSPITAL
- ❖ CAPTAINS WILL BE CORRECTING TIMES ON THE SCM FOR UP TO 15 MINUTES AND WILLL BE MORE DILIGENT IN CORRECTING MULTIPLE SHIFT MISSMATCHES
- ❖ CHECK-OUTS WILL BE REVIESED BY THE CHIEF AND THE CAPTAINS WILL RECEIVE A LIST OF THOSE NOT IN COMPLIANCE FOR FOLLOW UP WITH THE CREW(S)
- ❖ THE COMMITTEE LIST HAS BEEN POSTED AS PROMISED
- ❖ I HAVE REQUESTED KEYS FOR THE LOWER MAILBOXES "ALARM WORK SHEETS" BE RETURNED AS WE NO LONGER KEEP THESE PAPERS. THE BOXES CAN THEN BE ISSUED AS NEEDED.
- ❖ AS COMPANY 8 IS REVIEWED QUARTERLY FOR HOURS VERIFICATION THE OFFICERS WILL BE REVIEWING HOURS FOR ALL MEMBERS HOURS QUARTERLY AS WELL
- ❖ SADDLY I HAVE LEARNED OF THE PASSING OF MEMBER #12 ARLETTE (ARP) STANECKER
- ❖ REVIEW TRAINING WILL BE GOING 100% ELECTRONIC WITHIN THE NEXT FEW MONTHS
- ❖ PLECTRON DETAILS STILL PENDING, MORE AT THE NEXT MEETING

- NEMO BLIZZARD 2013 see attached member listing. From 0700 Friday 2/8 until 0700 Saturday 2/9 23 alarms were handled with no 24’sFrom 0700 Saturday 2/9 until 0700 Sunday 2/10 18 alarms were handled with no 24’s
- 2ND AND 3RD DC ARE WORKING ON OFFICIAL CONFIRMATION THAT ALS NEED NOT BE TAKEN OFF THE RIGS WHEN GOING TO ACE. THIS WILL CUT DOWN A LOT OF WORK FOR THE ALS PROVIDERS AND BETTER ASSURE ALL AMBULANCES ARE ALS READY WHEN A CALL IS RECEIVED.
- 24'S ARE DOWN FROM JANUARY 12 TO JANURARY 13 AND CALLS ARE UP. 508 VS 470 AND 13 VS 16
- CAPTAINS HAVE FOLLOWED UP WITH ALL MEMBERS NOT IN COMPLIANCE WITH DUES PAYMENT
- SNOW REMOVAL WAS AN ISSUE DURING THE BLIZZARD, 2-15-33 IS FOLLOWING UP.
- A PROPOSAL FOR A NEW POWER STRETCHER WILL BE FORTHCOMING. AS PER THE MEMBERS AT THE GMM THERE IS OVERWELMING SUPPORT FOR THIS
- A PROPOSAL FOR NEW O2 AND SEPARATE BLS BAG WILL BE FORTHCOMING, MEMBERS ARE ALSO OVERWELMINGLY IN SUPPORT OF THIS.
- NOT HAVING WINTER JACKETS IS A MAJOR PROBLEM THAT MUST BE ADDRESSED BEFORE NEXT FALL. WE HAVE NOTHING FOR MEMBERS WHO DID NOT RECEIVE EPGEAR TO WEAR. WE SENT MEMBERS OUT IN THE WORST BLIZZARD IN 25 YEARS TOTALLY UNPREPARED.
- PERSONNEL REPORT TO FOLLOW

Personnel Report

Change of Status:	#	**From**	**To**	**As Of**
Claudia Femminella	1364	Aid	FA	2/6/13
Jim Ganley	1371	Aid	FA	2/6/13
Joe Gander Jr	1329	FA	CL	2/6/13
Maria Del Carmine Valentine	1355	Aid	FA	2/6/13
*** - Already approved by the BOD**				

Return to Duty:	#	**Date**	**From**	**To**	
Kathleen Castillo	1276	2/14/13	1/11/13	4/11/13	
Beatris Maldonado	1275	2/13/13	2/8/13	5/8/13	
Karen Maresco	999	1/26/13	10/29/12	1/29/13	Dispatch Only
Elizabeth Steenson	820	2/5/13	11/6/12	2/6/13	Dispatch Only
Alphonse Azigethy	724	2/12/13	1/1/13	4/1/13	
*** - Already approved by the BOD**					

LOA's:	#	From	To	Type	Day	
Suzette Biagi	1251	1/15/13	4/15/13	OLOA	Sat	
Kathleen Castillo	1276	1/11/13	4/11/13	MLOA	Fri	
Tom D'Antonio	1006	1/17/13	4/17/13	EMLOA	Tues	Extended
Adriana Dovi	1120	1/26/13	4/26/13	OLOA	Fri	Extended
Annette Hershkowitz	82	1/24/13	4/24/13	OLOA	Wed	Extended
Harvey Lapidus	1141	2/1/13	5/1/13	ELOA	Sat	
Howard Loewenthal	1260	2/1/13	5/1/13	ELOA	CO8	
Spencer Newman	1082	1/1/13	4/1/13	MLOA	CO8	
Don Roulo	1017	1/28/13	4/28/13	OLOA	CO8	Extended
Emily Schaffert	1248	1/16/13	5/15/13	ELOA	Wed	
Carlos Suarez	1103	2/24/13	5/24/13	ELOA	Sun	
Leslie Wissner	1285	12/17/12	3/17/13	OLOA	Sun	Extended
*** - Already approved by the BOD**						

Shift Changes:	#	From	To	
Jeff Daniels	1358	Saturday 1100	Sunday 1100	
Ona Mastroianni	1029	Saturday 1500	Saturday1900	
*** - Already approved by the BOD**				

Probation Ending:	#	Eligible	Day
Candace Sobina-Mills	1362	1/25/13	Wed
Patrick Stanton	1365	1/25/13	Wed
Maria Valentin	1355	1/13/13	Sun

Over Due LOA's:	#	From	To	Type	Day	
Scott Bielanski	1076	12/1/13	3/1/13	MLOA	Co 8	Requesting Associate membership
Monique Moreno	1042	10/22/12	1/22/13	EMLOA	Mon	Working on Paperwork
Mindy Scalzetti	1255	6/17/12	9/17/12	EMLOA	Fri	Letter of intent sent 2/12/13

President's Report – Roger Winter:

- I will be working on and reviewing the following this month:
    - ID Cards
    - Committee List
    - LOSAP Committee List to be turned over to LOSAP committee to award points for 2012.

Life Membership – **Completed**
Membership Badges –The Chief will give me the numbers to order.
Committee List for 2013 –The 2013 list will be distributed to the 2013 Board of Directors for review. The list is always being adjusted as members are not performing duties as listed on the committee list in its' original format. The completed list for 2012 will be given to the LOSAP committee for inputting the points for committee chairs.
ID Badge System –New ID cards will be distributed ASAP as I get the completed Treasurer's report on dues paid.
Fund Drive – Fund drive has e-mailed me and they expect a $2,000.00 increase over last year for a postage increase and related production costs. I expect a formal breakdown soon. The expected dates that the Fund Drive will be mailed out are; March 11,June 17 and October 14, 2013.
Last year the Fund Drive received in donations, $80, 756.00.
Explorer Post 215 –Sheryl Roach – Chief – Trinity Russell, 1st Deputy Chief – Dana Roach, 2nd Deputy Chief – Melissa Sorrentino, Captain – Will Mejia, Sec./Tres. – Jessica Martorell. The Post is planning an Ice Skating outing.
MC Alliance project:

- Ambulance Bay Space Hydronic Control Energy Conservation Measure (ECM) proposal. The potential savings are 30-35%. We can use the National Grid Rebate from the original project to pay for this project.
- The Cotocon Group / M.C. Alliance Energy Group, will be doing an electrical consumption study to help us try to reduce our electrical consumption by upwards of 35%-40%. I will notify the 3rd Deputy Chief of the proposals. 3rd Deputy Chief notified.

Old Business:
-President Winter notified the Board that he will wait a month to hear from our Medical Director to see whether or not to proceed with a Huntington Hospital ride-along program.

New Business:
-Director O'Neill has agreed to assist the Fund Drive committee in obtaining additional BIDS
-Chief said she would look into the retention of alarm worksheets and MedCom (who originates them) is responsible for the retention of the document.
-Chief said that the Plectron system for dispatching will be brought to the membership to see if it is feasible.
-Outside sign, Vito and Trish Reciniello would like to assist.

- Director O'Leary asked if the MediCenter on West Jericho Turnpike in Huntington Station was considered for physicals by the medical committee.2-

Motion by Jeffrey O’Neil and seconded by Richard Stone to enter into Executive Session at 21:42 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 21:48 hours.

Motion by Richard Stone and seconded by Brian Canty to adjourn the meeting at 21:50 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: February 25, 2013

Amended and approved: February 28, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: February 28, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**PRESENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**19:41 hours**
Bernard Poole (BP)	**19:42 hours**
Chief Martha Brenner (MB)	**ABSENT**

Guests: Alyssa Axelrod, Lehti Laas (telephone), and Andrea Golinsky

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Thomas O'Leary to approve the minutes of February 14, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Proposals-
Explorer Post Dave & Buster's Field Trip
Children's Easter Egg Hunt 2013
Patient Confidentiality Policy and HCFAS Form #431
EMS Today JEMS Conference Washington D.C. pre-approval of 2 day registration

Explorer Post Dave & Buster's Field Trip
Motion by Robert Franz and seconded by Brian Canty, to approve the participation of the Explorer Post 215 in a trip to Dave & Busters on April 1 from 6p-9pm. This trip is in lieu of the Holiday trip to Lazerland that got cancelled in December due to storm warnings.
The Post would purchase the participants a $10 game card, which D&B will double since there is a fundraiser event going on that night, and also $10 cash to spend towards food.
There is a WWHS fundraiser happening that night. My understanding is that the restaurant is closed to the public, and so I feel it is a safe venue to take the kids to.
Transportation will be on their own since there was a very large group wanting to go. I will ask for the Van to transport the Advisors. A guardian signed permission slip will be required for participation. Sheryl Roach and Explorer Post 215 are requesting the use of 2-15-88 to transport participants to and from HCFAS and Dave and Busters. Explorer Post 215 Chief Advisor Sheryl Roach and an appropriate number of supervisors will supervise the event.
Post 215 funds
MOTION APPROVED UNANIMOUSLY

Children’s Easter Egg Hunt 2013

Motion by Bernard Poole and seconded by Brian Canty to accept the recommendation of the Events Committee Co-Chairperson for Children's Easter Egg Hunt Ann Maloney and authorize and approve the Children's Easter Egg Hunt and Party on Saturday March 30, 2013 from 10am to 12 noon. The hunt will be at Jefferson School on Oakwood Road and Pulaski Road (or other suitable location if not available) from 10am to 10:45am. The party will follow at HCFAS immediately following the egg hunt, in the General Meeting room. Further, to authorize an amount not to exceed $1,100.00 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 Event Co-Chairperson, Ann Maloney-Leslie will be responsible for the event. The authorized attendees will be in accordance with the SOP Article IX Section 6 and will be posted as part of the sign- up sheet. The Special Events Committee Co-Chairperson for Children's Easter Egg Hunt, 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 $10.00 per attendee is paid in advance. The Special Events Committee Co-Chairperson for Children's Easter Egg Hunt may request an advance from the Treasurer that will be accounted for in accordance with the PP. No other funds will be provided without the express pre-approval of the Board of Directors. The Special Events Committee Co-Chairperson for Children's Easter Egg Hunt 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 APPROVED UNANIMOUSLY

Patient Confidentiality Policy untable

Motion by Robert Franz and seconded by Brian Canty to untable the proposed SOP Change 03-2012 patient confidentiality policy including HCFAS Form # 431.

MOTION APPROVED UNANIMOUSLY

Patient Confidentiality Policy and HCFAS Form #431

Motion by Robert Franz and seconded by Thomas O'Leary to approve proposed SOP Change 03-2012 as amended including HCFAS Form 431. The SOP adds a Patient Confidentiality Policy to SOP Article X, Section 5 and amends SOP Article X, Section 1 Purchasing Policy, Paragraph A (9) Suppliers.

MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Policy and Form are attached at end of minutes.

Director O’Neill entered at 19:40 hours.

Director O’Leary discussed accepting members and then obtaining their physicals.

Director Poole entered at 19:42 hours

Note: the following motion was voted on under New Business

EMS Today JEMS Conference Washington D.C. pre-approval of 2 day registration

Motion by Jeff O'Niell and seconded by Joseph Denimarck to accept the recommendation for pre-approval from Second Deputy Chief Dominick Heavey and authorize the pre-approval of registration for Captain Alison Russo for the EMS TODAY JEMS Conference Washington DC 2013 at a registration cost of $385, for the Silver Passport 2 Day Registration, Thursday March 7, 2013 through Friday March 8, 2013. Members will attend a minimum of 3 educational sessions each day. A listing of the sessions attended and any course completion certificates received will be submitted with LOSAP forms as part of the reimbursement package, as well as a comprehensive report (submitted electronically) on at least one session attended per person that will be used as a future Review Training for our members (the attendee may be asked by the 2nd Deputy Chief to write a test on the comprehensive report) which will be given to the Second Deputy Chief within 10 days after returning from the conference. Upon request of the Chief, Second Deputy Chief, or the Board of Directors, the member must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Reimbursement of registration due to non-attendance is the responsibility of the member, unless an exception is requested by the member in writing and approved by the Board of Directors. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and will include original receipts, approved by the Second Deputy Chief and Chief, and submitted to the Treasurer at the same time (single package) within 10 days of return from the conference. The Treasurer will provide the Board of Directors an accounting for this conference at the Board of Directors meeting immediately following the request for reimbursement after the event.

HCAD funds

Yes: JO, JD, RS, RF Abstain: BP, BC, TO

MOTION APPROVED

Treasurer's Report – Brian Canty:

Motion by Brian Canty, seconded by Bernard Poole to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

Feb 14, 2013 to Feb 28, 2013 HCAD 44 Checks Totaling $72,607.23
Feb 14, 2013 to Feb 28, 2013 HCFAS 2 Checks Totaling $434.00
Feb 14, 2013 to Feb 28, 2013 POST 1 Checks Totaling $32.57

MOTION APPROVED UNANIMOUSLY

Transfers:

Feb 25, 2013, We made a transfer from HCAD Savings to HCAD Checking $50,000.

Refunds & Rebates

Refund for Fuel Excise Tax for 2011 in the amount of $94.08 was received on Feb 7, 2013.
Refund for Fuel Sales Tax for 2011 in the amoutn of $470.20 was received on Feb 11, 2013.
Rebate from National Grid of $7900 for the Truck Room Exhaust System was received on Feb 19, 2013.

<u>OUTSTANDING BILLS</u>
2-15-33
Home Depot Credit Card Charges 1/9/13 in the amount of $119.67 - Over 45 DAYS This Item has been requested 4 times from the Third Deputy Chief!
Long Island Proliner - 12/21/12 $441.94 - Third was in contact with vendor back in January, no follow-up to the treasurer's office.

-LIPA did not bill for three months (October, November, and December).
-ADP background screening will be further researched by Director O'Leary to obtain additional bids.

Secretary's Report –Robert Franz:
Motion by Robert Franz and seconded by Bernard Poole to approve the following LOA's:

Name	Membership #	Type	Dates
Kutcher, Dina	950	Extended Medical	6/21/12 – 9/21/12
Kutcher, Dina	950	Extended Medical	9/21/12 – 12/21/12

Yes: BP, RF, JD Abstain: BC, JO, RS, TO
MOTION APPROVED

Return to Duty:

Name	Membership #	RTD Date	Note
Kutcher, Dina	950	12/13/12	Medical to Administrative

Motion by Robert Franz and seconded by Bernard Poole to accept the resignation of probationary member Michele Caravella, member #1387, effective February 26, 2013.
MOTION APPROVED UNANIMOUSLY

SEMSCO – The safety sub-committee released its Vital Signs 2012 survey on safety which comprised of 354 EMS respondents vs. 696 in 2011. The SEMSCO Safety Committee offered this survey to capture the EMS provider's safety behaviors and experiences. The number one voiced concern of EMS today is scene safety. They learned that not all EMS providers have the radio capability to silently alert dispatch of a life threatening situation. Patient handling needs a conscientious effort so that patients can be moved with care. The survey respondents voiced a desire for more safety training. EMS Health and Safety requires constant attention. These findings will help develop insight to create NYS DOH BEMS policies. Education, experience, literature and future surveys will keep the culture of safety in EMS in focus. The full report is available on the nysvara.org website. Copies were distributed to the President and Chief Officers.

NYS DOH EMS issued policy statement 13-02 which recommends that each agency establish the position of Health and Safety Officer (HSO) to develop, implement and maintain a system to address the potential health and safety hazards encountered by their EMS providers and patients. It further recommends that a committee be appointed to support the HSO position.

There is also a SC Fire/EMS Safety Officers Association which meets periodically (next meeting 2/28/13 at Central Islip FD at 8PM) and has presentations / discussions on safety issues in SC.

LOSAP 2011 Audit – The TOH Comptroller's Office completed their audit of the 2011 LOSAP report on February 20, 2013. Although two review training documents for one member and one meeting document for another member could not be located, after a discussion with the auditor, I was told that this would not affect her audit report.

Insurance – Risk Control Survey – VFIS will be visiting the Squad to conduct a risk control survey on March 20, 2013 at 3PM.

Life Insurance – Coverage was cancelled on memberLeslie Wissner due to continuous operational LOA's that exceeded six months.

2013 / 2014 VAW 10% Property Tax Exemption Application Forms – All renewals and new applications were filed on 2/26 with the Town Assessor's office. There were 105 renewals and 10 new applications for 2013/14 tax year (51-20 year exemptions and 64 -5 year exemptions).

SERVES Tuition Assistance – A notice was put into the March Pulse regarding the May 1 application deadline for the fall and spring semesters.

NFPA 1917 Ambulance Standard -SEMSCO Technical Advisory Group (TAG) Report dated 1/25/13 was issued and copies were distributed. NYSVARA President Michael Mastrianni was a TAG member. A revision of NFPA 1917 (2013 version) is in progress, with completion expected in 2015. The sunset for the KKK-A_1822F National Specifications has been extended to September 2015. NFPA 1917 has some conflicts with NYS regulations Part 800. Also some of the items are not as stringent as KKK-1822F, such as reduced minimum quality wiring, loom and electrical components.

Legislation:
PHL Article 30 changes included in the Governor's proposed 2013-2014 Budget bill (Sections 52 through 86). NYSVA&RA, SCACA, Suffolk, Nassau and NYC REMSCOs continues to oppose some of these changes and the use of the budget bill process to effect these changes since there has been no stakeholder input. HCFAS should not support some of these changes and the budget process to effect these changes. I understand that President Winter is in process of sending letters of opposition to our local state representatives, Governor Cuomo, Senator Skelos, Assemblyman Silver and chairs of the Senate and Assembly health committees. Our members should also contact their NYS legislators in opposition to this process. Information on the proposed changes is posted on the bulletin board.

INSTALLATION DINNER - February 23, 2013

Life membership- Member Philip Schmidt was presented with Life Membership which was approved by the Board of Directors on December 13, 2012.

Operational Officers Awards For 2012 – 1st Deputy Chief David Mohr and 2nd Deputy Chief Tim Ebert for 2012 presented the following 2012 awards:
Probationary Member of the Year – Andrew Taylor

Dispatcher of the Year-	Mike Barker
BLS Provider of the Year-	Kathy Castillo
ALS Provider of the Year-	Howard Loewenthal
Excellence in the Field-	Keith Tetrault

Life Saver Recognition - John Desjardins was recognized for a life saving event while travelling to NYC on a LIRR train one morning. He successfully performed CPR on squad member Tom D'Antonio who suffered a heart attack.

<u>District 7 – Andrea Golinsky</u>

New York State Volunteer Ambulance & Rescue Association – District 7
Andrea Golinsky, Delegate

E-Board Meeting Feb. 16th- 17th
|It was reported that the Associations use of Constant Contact was extremely useful in getting information out about the damages sustained from Hurricane Sandy. Help in the form of donated supplies and ambulances was received and in some cases from out of state.

Following the last Board meeting, the Hurricane Sandy Recovery Effort continued. The focus changed slightly to try and make the Holiday season a little more bearable for those who suffered such catastrophic losses and focus turned to the children. District 4 with the help of Assemblyman Miller and other groups conducted Toy Drives and delivered hundreds of toys to children in the affected area. St. Francis Hospital Emergency Department held a toy Drive to benefit those who lost everything. A large box of toys was delivered to families in the affected areas. Three Chicago Uno restaurants and NYSVARA District 4 held a fund raiser in restaurants in Queens.

With the start of the New Year a new legislative session begins in Albany. Shortly after the new session began, the Governor released his proposed 2013-2014 Budget. His proposed budget again this year has included changes to PHL Article 30 that could have a serious impact on the EMS System in New York State. NYSVA&RA has partnered with the United New York Ambulance Network (UNYAN) to formulate a strategy to address these changes. One of the primary responsibilities of NYSVARA is to represent the interests of the State's volunteer and not-for profit EMS community. Shortly after the Governor released his budget, NYSVARA and UNYAN were offered an opportunity to testify before the Senate and Assembly Joint Legislative Budget Committee on Health. Vice –President Steve Dziura represented NYSVARA. Positive feedback was received from the Committee in regards to their testimony. A position statement on the proposed changes has been formulated (copy attached). NYSVA&RA will be meeting with State Government leaders in regards to this issue. Meetings with Assemblyman Gottfried and Senator Seward have already been held and the response to the Testimony and position to oppose this legislation has been very encouraging.

President Mastrianni and Vice –President Steve Dziura attended the SEMAC and SEMSCO meeting in Troy. Copies of the meeting notes from Mike McEvoy were sent out by with our last month's minutes.

An item of particular interest was that the SEMAC brought a seconded motion to the SEMSCO that would require that all ALS agencies in New York State will be required to carry Controlled Substances by August 1, 2014. Agencies that do not comply will lose their ALS certification. According to the Bureau, this will affect approximately 200 agencies. It was argued that this proposal required study as to the reasons why agencies are not carrying Controlled Substances and the impact that potentially losing many ALS agencies would have on the EMS system. The SEMSCO voted to table this motion. Chairman Mark Zeek stated that he would convene a working group to study this issue. President Mastrianni will be serving on that group

On March 6 and 7, President Mastrianni, Executive Vice-President Henry Ehrardt, Vice-President Steve Dziura and Secretary Teri Hamilton will be attending *EMS Day on the Hill* sponsored by NAEMT in Washington, DC. This event provides an opportunity to meet with New York representatives and discuss issues of concern nationally. NAEMT sets up appointments with local members of the House of Representatives and Senators. It also allows the opportunity to meet with EMS colleagues from around the country. It provides a forum to discuss issues of common concern.

Legislative Day in Albany will be held Monday, May 6 following the Board meeting on Sunday, May 5. This is an opportunity to meet with State representatives to discuss our issues. I have reserved a block of ten rooms at the hotel where we usually stay. If anyone is interested in participating in Legislative Day and would like a room, please let me know ASAP

The EMS Memorial Ceremony is set for May 21, 2013 at 11:00am. Regrettably, 2 names will be added to The Tree of Life. It is extremely important that all who can attend the Ceremony to honor those who made the ultimate sacrifice.

District 7 meeting was held Feb. 19th at North Amityville Fire Co.

There was a very comprehensive discussion held regarding the Governor's budget specifically Article 30. Last year the Article 30 proposal was pulled from the final budget. It has been put back in for this year's budget.It is essentially the same as was proposed last year. The New York State Volunteer Ambulance and Rescue Association is strongly opposed to Article 30 as it is presented.

Delegates were asked to report back to their departments and make arrangements to meet with their local New York State legislators to voice their opposition to Article 30. HCFAS Delegate and Alternate have made appointments with Assemblymen Chad Lupincci and Andrew Raia. An appointment was requested with Senator Marcellino and I am awaiting a confirmation on a date.

HCFAS member Bob Franz and I along with other delegates of District 7 and District 12 (Nassau County) tended the EMS Mega show at the Nassau Veterans Memorial Coliseum last weekend. Literature and sample letters of opposition to Article 30 was distributed to various EMS department Chiefs and members.

President's Report – Roger Winter:

Membership Badges –The Chief will give me the numbers to order.

Committee List for 2013 –The 2013 list will be distributed to the 2013 Board of Directors for review. The list is always being adjusted as members are not performing duties as listed on the

committee list in its' original format. The completed list for 2012 will be given to the LOSAP committee for inputting the points for committee chairs.
ID Badge System –New ID cards will be distributed ASAP as I get the completed Treasurer's report on dues paid.
Fund Drive – A compilation of bids have been received. No new concepts have been received.
Explorer Post 215 –Sheryl Roach – Chief – Trinity Russell, 1st Deputy Chief – Dana Roach, 2nd Deputy Chief – Melissa Sorrentino, Captain – Will Mejia, Sec./Tres. – Jessica Martorell. The Post is planning an Ice Skating outing.
MC Alliance project:

- A check has been received from National Grid for $7,900.00 rebate for our noxious gas evacuation project.

Old Business:
-Director O'Neill discussed the fund drive bids he had obtained and distributed.

New Business:
-President Winter stated that the Town Interim Director of Audit & Control had suggested that HCFAS request a five year agreement.
-Baseball games, if anybody is interested in taking this project on
-Heating in the building was discussed
-Request for pre-approval of reimbursement for a two day registration at the JEMS conference in Washington D.C. (see motions above)

Motion by Robert Franz and seconded by Thomas O'Leary to adjourn the meeting at 20:47 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: March 2, 2013

Amended and approved: March 14, 2013
MOTION APPROVED

Proposed SOP Change
03-2012

Proposal:
To institute a confidentiality policy in accordance with New York State law.

Background/Justification:
To localize the New York State laws on confidentiality to the Squad so all members are aware of the requirements.

Change (additions are underlined and deletions are ~~stricken~~):
Add – Article X, Section 5 – Patient Confidentiality Policy

A. Purpose
The New York State Department of Health (department), in accordance with State and Federal Laws, ensures that all health care providers protect the confidentiality of those patients for whom they are caring. It is the responsibility of each EMS provider to maintain the confidentiality of privileged information that they may have been exposed to in the course of their duties as a health care provider. All Members and employees of Huntington Community First Aid Squad and any associated entities must be aware of their individual responsibility to maintain the confidentiality of all patients' identity and Protected Health Information (PHI). PHI is any information gathered pertaining to an individual's past, present, and future health. This includes all verbal, written or electronically produced information. All patient information is privileged and confidential. This information is not to be discussed outside of the treatment of the patient or the operational evaluation.

B. Laws and Regulations:
The New York State (NYS) Public Health Law (PHL) Article 30, section 3006 and Title 10NYCRR (New York Codes, Rules and Regulations) Part 800.15 require any information that may disclose patient identity to be kept confidential.

1. § 3006. Quality Improvement Program (Current through 2012).
   "2.The information required to be collected and maintained, including information from the pre-hospital care reporting system which identifies an individual, shall be kept confidential and shall not be released except to the department or pursuant to section three thousand four a of this article."

"3.Notwithstanding any other provisions of law, none of the records, documentation, or committee actions or records required pursuant to this section shall be subject to disclosure under article six of the public officers law or article thirty-one of the civil practice law and rules, except as hereinafter provided or as provided in any other provision of law. No person in attendance at a meeting of any such committee shall be required to testify as to what transpired thereat. The prohibition related to disclosure of testimony shall not apply to the statements made by any person in attendance at such a meeting who is a party to an action or proceeding the subject of which was reviewed at the meeting. The prohibition of disclosure of information from the pre-hospital care reporting system shall not apply to information which does not identify a particular ambulance service or individual."

"4.Any person who in good faith and without malice provides information to further the purpose of this section or who, in good faith and without malice, participates on the quality improvement committee shall not be subject to any action for civil damages or other relief as a result of such activity."

2. Title 10NYCRR Part 800; section 800.15 REQUIRED CONDUCT (Current as of 12/26/12): "Every person certified at any level pursuant to these regulations shall:
   a.At all times maintain the confidentiality of information about the names, treatment, and conditions of patients treated except:
   (1). A pre-hospital care report shall be completed for each patient treated when acting as part of an organized pre-hospital emergency medical service, and a copy shall be provided to the hospital receiving the patient and to the authorized agent of the department for use in the State's quality assurance program;
   (2). To the extent necessary and authorized by the patient or his or her representative in order to collect insurance payments due;
   (3). To the extent otherwise authorized by law;"

C. Policy

Patient information may be shared with other health care professionals who will have a role in the patient's care or in quality improvement. It is appropriate to turn over information about the patient to the nurse, physician, or patient registration at the receiving hospital. This is necessary for continuity in patient care.

1. You may **look** at a person's PHI only if you need it to do your job.
2. You may **use** a person's PHI only if you need it to do your job.
3. You may **give** a person's PHI to others when it is necessary for them to do their jobs.
4. You may **talk** to others about a person's PHI only if it is necessary to do your job.

The Squad retains strict requirements on the security, access, disclosure and use of PHI. Numerous threats to patient confidentiality exist in the routine of prehospital care. In a very short time, pre-hospital care providers become privileged to sensitive information. Indiscriminate discussion or inappropriate release of the information could present both ethical and legal threats. All information which is encountered by pre-hospital personnel must be considered privileged and treated as confidential. Information should be communicated only to those who are assuming direct care of the patient and who have similar obligations of confidentiality. The only information which should be discussed over the radio is that which is necessary to provide for optimal care of the patient. Casual conversations should be avoided with parties uninvolved in the care of patients. Discussion of cases which do not identify the patient and are used for educational purposes present no ethical conflict. Clear policy and appropriate education are important to promote the highest standards of prehospital care.

PCR's or any information that may identify a patient may not be taken home or distributed from home. PCR's that need to be faxed to Hospitals or Medical control must be faxed from HCFAS.

PCR's or anything that has identifiable information on it may be reproduced for training purposes only if all identifiable information is removed.

D. The Health Insurance Portability & Accountability Act of 1996 / Privacy Ruling Effective 2003 (HIPAA):

The squad is subject to the Privacy Rule when any patient health information is transmitted in electronic form in connection with the HIPAA transactions or another entity transmits this health information on their behalf.

Organizations governed under HIPAA must

1. Ensure vendors are prepared to deliver applications that support electronic data interchange and security requirements.
2. Hold accountable those business partners (vendors and others) who use or access patient-identifiable information.
3. Partner with local business partners (health plans and providers) and clearinghouses to effectively implement electronic data interchange transaction standards.

E. Procedure for requesting Information

Patient information may NOT be disclosed based on verbal permission, nor should information be disclosed over the telephone. If someone requests information about a call or patient all members are asked to get the name and contact information of the person requesting the information and put it in the Chief's and President's mailbox. Any reporters or members of the media that request information should leave their contact information and have that information put in the public information officer's mailbox.

F. Photography / Video

Any photograph or video containing individual identifiable information must be protected in the same manner as Patient Care Reports, PHI, and other such documentation. This includes photos of the patient, PCR's, driver's licenses, DNR's, MOLST forms, etc. If it can identify the patient in any way it is forbidden.

Taking photos inside a patient's home, inside an ambulance occupied by a patient, or inside an emergency room is strictly prohibited.

Keep in mind that any photographs taken during the scope of duty may be subpoenaed in the event of a medical negligence lawsuit. That could be beneficial or harmful to the squad, depending on the photos and what occurred at the scene. Photographs can help you prove that you provided good care, or they can be used against you to document negligence.

G. Patient Confidentiality Agreement

Every member, employee or outside worker, if applicable shall read this policy, comply with the policy, and sign the squad's Patient Confidentiality Agreement Form #431.

Amend Article X, Section 1 – Purchasing Policy, Paragraph A (9) – Suppliers

The list of Current Suppliers identifies those suppliers who are approved by the squad. This list should be used as a guideline for the purchase of goods and services by the squad. New suppliers can be recommended for addition to the list by the individual granted Purchase Authorization for that category of goods or services. The new suppliers name, address, phone number, and point of contact should be given to the Treasurer in advance of the purchase. This will enable the Treasurer to complete and issue a Tax-Exempt Certificate, respond to any credit approval request and have the Patient Confidentiality Agreement Form #431 completed if necessary. Additions should be based upon (1) lower price, (2) improved services and/or (3) improved quality. Deletions can be made for cause.

PATIENT CONFIDENTIALITY AGREEMENT

All Huntington Community First Aid Squad volunteers, employees, and outside workers, in all ranks and in all assignments, have a legal and ethical responsibility to maintain the privacy and confidentiality of patient health care information and to protect the privacy of patients. Patient information, including, but not limited to, personal and medical information, is confidential and privileged. You shall not discuss, disclose, share, and/or release this information in any form, except as required for direct medical care of the patient. You may view or use information as required for you to perform your job. You may not view or use information for any other purposes.

Any and all electronic data systems that contain patient's protected health information (PHI), including patient information found in the Computer Aided Dispatch (CAD), Incident Histories, dispatch run sheets, and personal information from Suffolk County Department of Fire, Rescue, and Emergency Services incident reporting programs are also confidential.

Unauthorized disclosure of patient medical information is a federal crime. Any disclosure of confidential patient health information without authorization may open the violator to criminal liability and disciplinary action, up to and including termination.

By signing below, I agree to comply with all confidentiality policies and procedures set in place by the New York State (NYS) Public Health Law and the Huntington Community First Aid Squad.

Squad Member & Employees		**Outside Workers**	
Signature:		Signature:	
Date:		Date:	
Name (print):		Name (print):	
Membership #:		Business Name:	
		Address:	
		City, State, Zip:	

HCFAS Form 431 02/28/13

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: March 14, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**19:35 hours**
Joseph Denimarck (JD)	**PRESENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Andrea Golinsky, Tim Ebert, Alyssa Axelrod, Lehti Laas, Dominic Heavey, John Palmieri

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Thomas O'Leary to approve the minutes of February 28, 2013 as amended.
Yes: RS, RF, JO, JD, TO, BP Abstain: MB
MOTION APPROVED

New member applications discussed, see Secretary's report.

Treasurer Canty entered the meeting at 19:35 hours

Proposals-
Physio- Control, Inc. Technical Service Support Agreement
Fund Drive
Accept Working Budget for 2013
Town of Huntington Earth Day Event- Touch-A-Truck
Non-Payment of Dues 2013
Purchase of New Vehicle (Ambulance 2-15-17)
Ambulance Bay Space Hydronic Control Energy Conservation Measure (ECM)
Installation of Ecobee Web based Energy Management System Thermostats
Video Project request by Carlos Suarez's (# 1103) daughter

Physio- Control, Inc. Technical Service Support Agreement
Motion by Chief Martha Brenner and seconded by Joseph Denimarck to accept the recommendation of Second Deputy Chief Dominic Heavey and renew the Physio- Control, Inc. Technical Service Support Agreement. This agreement begins 4/16/2013 and expires on

4/15/2014. The designated Coverage Equipment and/or Software is listed on Schedule A. This agreement is for 9 Lifepak 12's and 3 Battery Support System 2. A complete contract is located in the Treasurer/Secretary's Office. Price of coverage specified on Schedule A is $7,113.00 per term, payable in a One Time Installment.
This is the same contract and pricing as last year.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Fund Drive
Motion by Robert Franz and seconded by Richard Stone to accept the proposal from Zacmel Graphics LLC (vendor) and approve an amount not to exceed $19,250 ($12,000 for printed material and mailing services and $7,250 for postage) as per vendor's 2/21/13 email quote (and discussion with Director O'Neill) for the materials, production, data processing and mailing at the USPS of the Squad's fund drive materials for calendar year 2013 which consist of three separate mailings. The vendor will purchase all materials and store any unused printed material and will provide a detail inventory when requested. The vendor will provide an estimate for postage prior to each mailing and provide an USPS receipt detailing the number of pieces mailed and rates charged after each mailing. The vendor will sign a mailing list confidentiality non use agreement which is satisfactory to our squad attorney. President Winter will be responsible to address any issues that may arise with this vendor at the request of the fund drive committee and assist the fund drive committee in the transition.
HCFAS funds

Motion by Chief Martha Brenner and seconded by Brian Canty to move the motion.
MOTION APPROVED UNANIMOUSLY

On the motion:
MOTION APPROVED UNANIMOUSLY

Accept Working Budget for 2013
Motion by Treasurer Brian Canty and seconded by Richard Stone to accept the proposed working budget for 2013 dated March 14, 2013 as amended.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Town of Huntington Earth Day Event- Touch-A-Truck
Motion by Tom O'Leary and seconded by Jeff O'Neill to authorize and approve the Squad to participate in Town of Huntington Earth Day Expo, the Touch-A-Truck event upon review of the Hold Harmless and Indemnification agreement with the Town of Huntington. The event will be conducted on Saturday, April 20, 2012, from 9 a.m.-1 p.m. A whole harmless and indemnification agreement will be executed as previously approved by the squad attorney. The Squad will provide a Certificate of Insurance with the Town as additional insured as requested. The certificate of insurance is already on file with the Town Of Huntington
MOTION APPROVED UNANIMOUSLY

Non-Payment of Dues 2013
Motion by Treasurer Brian Canty and seconded by Chief Martha Brenner to drop from membership in accordance with Article V, Section 1 of the by-laws (non-payment of dues for 2013) the following members:
Mindy Scalzetti #1255

Yes: RS, RF, MB, JD, TO, BP, BC Abstain: JO
MOTION APPROVED

Purchase of New Vehicle (Ambulance 2-15-17)
Motion by Brian Canty and seconded by Bernard Poole to affirm the Letter of Intention between Long Island Proliner and Huntington Community First Aid Squad, Inc., signed by President Roger Winter and Chief John Palmieri on July 23, 2012 to purchase a 2013 Chevrolet G4500 as per our multiyear multi vehicle contract dated May 14, 2008 for new Road Rescue Ultramedic Superduty Ambulances., approved by the Board of Directors on June 4, 2008. The cost of the ambulances is $168,000 for a 2008 chassis. It is also understood that LI Proliner will take a currently owned ambulance as trade in which will be deducted from the final cost. Additionally, in accordance with the contract we understand the cost for future vehicles is subject to verifiable price increases that will be passed along by the manufacturer when the cost of raw materials and/or chassis results in a price increase of 2% to 3% per model year to the dealer.
HCAD funds
Yes: RS, JO, MB, JD, TO, BP, BC Abstain: RF
MOTION APPROVED

Ambulance Bay Space Hydronic Control Energy Conservation Measure (ECM)
Motion by Roger Winter and seconded by Richard Stone to have the President, Roger Winter, enter into a contract with M.C. Alliance to install the Ambulance Bay Space Hydronic Control Energy Conservation Measure (ECM) The proposed cost to install the controls and equipment, complete linking all parts, labor and materials is $5,000.00.
A Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage must be provided.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Installation of Ecobee Web based Energy Management System Thermostats
Motion by Roger Winter and seconded by Richard Stone to have the President, Roger Winter, enter into a contract with M.C. Alliance to install five (5) Ecobee Energy Management System (EMS). This proposal enables the remote access and programming of the HVAC equipment serving the entire second floor of the facility. The HVAC systems serve the following areas.
Class room B - RTU 3
Class room C - RTU 2
Class room D - RTU 1
Administrative offices - RTU 5
Fund drive, kitchen, and committee room - RTU 6 The proposed cost to install the controls and equipment, complete linking all parts, labor and materials is $4,500.00

A Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage must be provided.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Note: The following motion was approved under New Business

Video Project request by Carlos Suarez's (# 1103) daughter

Motion by Joseph Denimarck and seconded by Richard Stone to permit Sophia Suarez, daughter of member #1103, Carlos Suarez to do a video project on HCFAS for her High School creative class. This will be overseen by PIO Andrea Golinsky.

MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:

Motion by Brian Canty, seconded by Bernard Poole to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

Feb 28, 2013 to Mar 14, 2013	HCAD 43 Checks Totaling $32,144.23
Feb 28, 2013 to Mar 14, 2013	HCFAS 2 Checks Totaling $30.33
Feb 28, 2013 to Mar 14, 2013	POST 1 Checks Totaling $199.08

MOTION APPROVED UNANIMOUSLY

March 10, 2013 Received 1st half of Town Contract for $914,217

2012 Audit is currently in process, Auditors were in On March 12 & 13, doing field work.

Transfers:

March 13, 2013 Transfer from HCAD Checking to HCAD Saving $900,000.

The working budget is attached.

Chief's Report – Martha Brenner:

- CHECK-OUTS ARE BEING REVIEWED AND COLLATED. THIS WILL BE REVIEWED AT THE NEXT OFFICERS MEETING.
- STILL WAITING ON KEYS FOR THE "ALARM WORK SHEETS" MAIL BOXES TO BE RETURNED
- AS COMPANY 8 IS REVIEWED QUARTERLY FOR HOURS VERIFICATION THE OFFICERS WILL BE REVIEWING HOURS FOR ALL MEMBERS HOURS QUARTERLY AS WELL
- REVIEW TRAINING WILL BE GOING 100% ELECTRONIC WITHIN THE NEXT FEW MONTHS FOR TRAININGS WITH TESTS. HANDS ON PER EMT PRACTICAL EXAM WILL BE DONE 2-3 TIMES PER YEAR. THERE WILL BE NO ON LINE TEST FOR THESE TRAININGS. PRACTICAL EXAM SHEETS WILL BE COMPLETED AND SUBMITTED WITH LOSAP FORM.
- PLECTRON DETAILS STILL PENDING, MORE AT THE NEXT MEETING

- 2ND AND 3RD DC ARE WORKING ON OFFICIAL CONFIRMATION THAT ALS NEED NOT BE TAKEN OFF THE RIGS WHEN GOING TO ACE. THIS WILL CUT DOWN A LOT OF WORK FOR THE ALS PROVIDERS AND BETTER ASSURE ALL AMBULANCES ARE ALS READY WHEN A CALL IS RECEIVED.
- A PROPOSAL FOR A NEW POWER STRETCHER WILL BE FORTHCOMING. AS PER THE MEMBERS AT THE GMM THERE IS OVERWELMING SUPPORT FOR THIS
- THE UNIFORM CODE NEEDS TO BE ADDRESSED. IN ITS CURRENT FORM IT IS TOO CUMBERSOM TO BE HELPFUL. A NEW COMMITTEE SHOULD BE FORMED AND SHOULD WORK WITH THE OFFICERS AND MEMBERS TO BRING THIS UP TO DATE.
- I HAVE SUBMITTED ADDITIONAL NAME FOR MONUMENT/SIGN COMMITTEE. DIANE TANKO HAS EXPERIENCE IN PROGRAMING THESE SIGNS AND IN GRAPHIC DESIGN AND WOULD LIKE TO BE PART OF THE COMMITTEE.
- GMM COMMITTEE CONCERNS RAISED OF TOO MANY COMMITTEES WITH THE SAME PEOPLE. AND, MEMBERS ARE LOOKING FOR THE ADMINISTRATIVE SIDE TO BE UPDAED.
- AED SERIAL NUMBER LIST FOR THOSE REMOVED AND THOSE ADDED IS ATTACHED.
- REQUEST FROM SOFIA SUAREZ, DAUGHTER OF MEMBER CARLOS SUAREZ TO DO A VIDEO PROJECT FOR SCHOOL. COPY OF LETTER IN MAILBOXES.
- PERSONNEL REPORT IS ATTACHED

Chief's Personnel Report

Change of Status:	#	**From**	**To**	**As Of**
Nathan Bruskin	1380	Disp Trainee	Observer	3/1/13
Andrew Campagnola	1352	FA	CL	3/4/13
George Reeder	1328	Driver trainee	Driver	3/25/13

Over Due LOA's:	#	**From**	**To**	**Type**	**Day**	
Patricia Reciniello	740	11/25/12	2/25/13	MLOA	Sun	

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following **LOA's:**

Name	**Membership #**	**Type**	**Dates**	**Day**
Manning, Sara	1345	Emergency Medical	2/28/13 - 5/28/13	Monday

Moreno, Monique	1042	Extended Medical	1/22/13 - 4/22/13	Monday
Lupo, James	959	Extended Operational	2/29/13 - 5/29/13	Thursday

MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to James Ganley, member #1371, eligible 2/25/13, effective 3/14/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Matthew Gershuny, member #1367, eligible 3/1/13, effective 3/14/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Martin LoCascio, member #1368, eligible 2/25/13, effective 3/14/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Kristin Schwartz-Perkins, member #1369, eligible 2/4/13, effective 3/14/13.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	**Membership #**	**RTD Date**	**Note**
Blackburn, Karen	998	1/13/13	From a Medical
Winter, Mary	485	2/26/13	Dispatch Only, from a Medical
Wissner, Leslie	1285	2/24/13	From a Operational
Vasquez, Gerardo	1055	1/30/13	From a Medical

New Members:
Motion by Robert Franz and seconded by Thomas O'Leary to accept Thomas Schirripa as a new probationary member #1392, Shift: Thursday 1500 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, JO, JD, TO, BC, MB Abstain: BP
MOTION APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to grant the following Status Change: Medical leave of absence to Associate membership for Scott Bielanski, member # 1076, effective 3/14/2013.
2/3 approval needed

Yes: MB, JO, BC, RF No: JD, RS, BP, TO
MOTION NOT APPROVED

Motion by Chief Martha Brenner and seconded by Brian Canty for a reconsideration vote on granting Scott Bielanski Associate membership.
2/3 approval needed
Yes: MB, JO, BC, RF, RS, TO No: BP, JD
MOTION APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the resignation of Mari Allen, member #1366, effective 2/19/2013.
MOTION APPROVED UNANIMOUSLY

Members Dropped From Membership:
Mindy Scalzetti #1255 (motion above: Non-Payment of Dues 2013)

LOSAP 2012 points – The final 2012 LOSAP Point listing has been posted on the bulletin board. The preparation of the list for TOH will begin next week. A notice was put into the March Pulse, asking members to review the current posted list and report any discrepancies to the LOSAP Point Committee.

SERVES Tuition Assistance – A notice was put into the March Pulse regarding the May 1 application deadline for the fall and spring semesters.

Legislation:
PHL Article 30 changes included in the Governor's proposed 2013-2014 Budget bill (Sections 52 through 86). Thank you Roger for writing all those letters to our NYS legislators. I understand that the proposed Article 30 changes have eliminated from the Assembly and Senate version of the budget and unless something happens at the last minute, the Article 30 changes are a dead issue for now. NYSVA&RA President Mastrianni continues to monitor this issue as the budget adoption process comes to an end. Hopefully the various stakeholders will be able to have Assemblyman Gottfried or Senator Hannon convene a panel sometime in 2013 to propose a legislative bill for the positive changes that were included in these proposed changes.

President's Report – Roger Winter:

- I still will be working on and reviewing the following:
  - ID Cards
  - Committee List – I need the updated list from the Chief Officers.

<u>MC Alliance project</u>:
There are two new projects on line; Installation of Ecobee Web based Energy Management System Thermostats for the second floor, Ambulance Bay Space Hydronic Fan Coil Control thermostats controls to be moved to a central part of the truck room.

Old Business:

- Uniform Code – As distributed to BOD
- AED letter Liability Release – Tim Ebert, Eaton's Neck Fire District

New Business:

Treasurer Canty discussed his concern with the office clutter and his health being affected. Secretary Franz responded that the 80 degree plus room temperature also affects one's health.

Director O'Neill discussed background check companies.

Motion by Thomas O'Leary and seconded by Brian Canty to adjourn the meeting at 21:45 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: March 24, 2013

Amended and approved: March 28, 2013
MOTION APPROVED

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: March 28, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**PRESENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Andrea Golinsky, Alyssa Axelrod, James Malillo, and Lehti Laas

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Thomas O'Leary to approve the minutes of March 14, 2013 as amended.
Yes: RS, RF, JO, JD, TO, MB No: BC, BP
MOTION APPROVED

A discussion on background checks took place. President Winter will look into this further with Director O'Neill.

Proposals-
SOP 02-2013 Administrative Members hours
NYS EMS Memorial Ceremony in Albany New York on Tuesday May 21, 2013
Transportation to NYS EMS Memorial Ceremony in Albany, New York on May 20-21, 2013
NYSVA&RA Legislative Day on Sunday May 5 & 6, 2013
Disposal Order for AED Model 3011-790-1131
Suffolk County Volunteer Firefighters Burn Center Fund Inc. 30th Anniversary Gala
Annual Squad Scholarship
VSS Security
Laptop Computer Purchase
Hurricane Sandy Pin 2012
Driver Improvement Classes (aka Defensive Driving)
Authorizing Cell Phone for PIO
Definitive Marketing & Communications

SOP 02-2013 Administrative Members hours
Motion by Robert Franz and seconded by Brian Canty to accept SOP 02-2013 (SOP Article VIII Section 4 - General Paperwork Item 4) as amended. The proposed SOP was printed in the February and March Pulse and discussed at the March General Membership Meeting.

Motion by Bernard Poole and seconded by Brian Canty to move the motion.
Yes: BC, RS, JD, JO, TO, BP No: RF, MB
MOTION APPROVED

On the original motion as amended:
2/3rds approval needed
Yes: BC, MB, JD, JO, TO No: RS, RF Abstain: BP
MOTION NOT APPROVED

Motion by Brian Canty and seconded by Chief Martha Brenner to further amend SOP 02-2013 to include "sixteen (16) hours service per month" and read as follows:
SOP Article VIII Section 4 - General Paperwork Item 4:
4. Administrative Activity Report - The Vice-President is responsible for maintaining the administrative hour records. Members on administrative status are required to put in a minimum of sixteen (16) hours service per month. The Vice-President will submit a report, no later than the 10th day of the month following the end of the quarter (quarters end March, June, September and December), to the Board of Directors on the number of hours each administrative member has completed.

2/3rds approval needed
Yes: BC, MB, JD, JO, TO, RS No: RF Abstain: BP
MOTION APPROVED

NYS EMS Memorial Ceremony in Albany New York on Tuesday May 21, 2013
Motion by Robert Franz, seconded by Tom O'Leary 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 not to exceed 8 members to attend the NYS EMS Memorial Ceremony in Albany, New York on Tuesday May 21, 2013 at 11AM or other alternate date or time. Further to authorize and approve mileage reimbursement for personal vehicles as authorized by the Chief, plus tolls and parking for all vehicles. A signup 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 the Treasurer and used where applicable. Each attendee will receive the GSA per diem rate of $61 less 25% for meals. Each attendee must submit an accounting of his expenditures for this event including all original receipts, as applicable, 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. Andrea is authorized to extend an invitation to other NYSVA&RA delegates, officers or members of other VAS or Fire Department to ride in an authorized Squad vehicle or personal vehicle (as authorized by the Chief) to attend this event providing there is adequate room to accommodate them.

HCAD Funds
MOTION APPROVED UNANIMOUSLY (Note: MB not in the room)

Transportation to NYS EMS Memorial Ceremony in Albany, New York on Monday & Tuesday May 20-21, 2013
Motion by Robert Franz and seconded by Tom O'Leary to authorize and approve the reimbursement of hotel accommodations on Monday May 20th at an amount not to exceed a base room rate of $110.00 per person (double occupancy required or a member requesting single occupancy pays incremental supplement) and the reimbursement on May 20 and 21 of the GSA per diem rate for meals and incidentals of $61.00 per person per day less 25% for travel days for attendees of the New York State EMS memorial ceremony in Albany, NY.
HCAD funds
Yes: RS, RF No: JO, TO, BP, MB, BC Abstain: JD
MOTION NOT APPROVED

NYSVA&RA Legislative Day on Sunday May 5 & 6, 2013
Motion by Joseph Denimarck and seconded by Bob Franz to accept the recommendation of Andrea Golinsky, the Squad's Legislative Committee Chairperson and 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 Sunday & Monday, May 5 & 6, 2013 at the Legislative Office Building in Albany, NY. Further to authorize and approve the use of a Squad vehicle(s) (with more than one driver) at the discretion of the Chief and/or mileage reimbursement for personal vehicles plus tolls, parking; the reimbursement for hotel accommodations on Sunday, May 5, 2013 at an amount not to exceed base room rate of $110.00(double occupancy required or a member requesting single occupancy pays incremental supplement) and a GSA meal allowance of $61.00 per day less 25% for travel days. 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 event up to a maximum of 8 Squad members. The NYS exempt organization sales tax certificate must be obtained from the Treasurer and used where applicable. Each attendee must submit an accounting of his expenditures including all original receipts within ten days of this event and the Treasurer will provide an accounting of this event at the next Board meeting immediately following the request for reimbursement for the event. Andrea is authorized to extend an invitation to other NYSVA&RA delegates, officers and /or members and other VAS or FD members to ride in an authorized Squad vehicle or personal vehicle to attend this function providing there is adequate room to accommodate them. Andrea will provide a written summary of the event to the Board of Directors and the Treasurer.
HCAD funds
Yes: RS, RF, TO, JO, MB Abstain: BC, BP, JD
MOTION APPROVED

Disposal Order for AED Model 3011-790-1131
Motion by Brian Canty and seconded by Chief Martha Brenner to dispose and remove from inventory the following obsolete AED's as listed below:

Quantity	Model #	Serial #	Description	Comments
1	3011-790-1131	30502493	AED	

1	3011-790-1131	30502494	AED	
1	3011-790-1131	30502496	AED	
1	3011-790-1131	30603675	AED	
1	3011-790-1131	30603677	AED	
1	3011-790-1131	30603678	AED	
1	3011-790-1131	30603679	AED	
1	3011-790-1131	30603680	AED	
1	3011-790-1131	30603681	AED	
1	3011-790-1131	30603682	AED	
1	3011-790-1131	30603684	AED	Assigned Eaton's Neck FD
1	3011-790-1131	30603676	AED	
1	3011-790-1131	30502495	AED	
1	3011-790-1131	30603683	AED	

Total 14

MOTION APPROVED UNANIMOUSLY

Suffolk County Volunteer Firefighters Burn Center Fund Inc. 30th Anniversary Gala

Motion by Chief Martha Brenner and seconded by Brian Canty to purchase ten (10) tickets to the Suffolk County Volunteer Firefighters Burn Center Fund Inc. 30th Anniversary Gala to be held at Flowerfield, 199 Mills Pond Road, St. James, New York.

The cost is $75.00 per ticket. Total cost not to exceed $750.00, payable to SCVFBCF, C/O Jerry Owenburg, 412 Kings Court, West Babylon, New York 11704. Tickets will be assigned by the Officer Corps, preference given to Operational Officers, Board of Directors and Operational Officers selections from the membership. The use of 2-15-88 and 2-15-89 will be offered for transportation with the approval of Chief Martha Brenner.

HCFAS funds

No: MB, BP, RS, JO, TO, JD Abstain: BC, RF

MOTION NOT APPROVED

Annual Squad Scholarship

Motion by Robert Franz and seconded by Brian Canty to approve the awarding of up to four (4) five hundred dollar ($500) squad scholarships to be given to any HCFAS Squad member in good standing or a direct family member (spouse, son, daughter, brother, sister) residing in the same home as a member in good standing. A drawing will be held at the June General Membership Meeting, beginning in 2010 and continuing subsequently each year, to select from those applicants who have applied to the Secretary as of June 1st, with the appropriate forms, as supplied by HCFAS, and with the required qualifying evidence. The Secretary will receive from the Chief, a declaration that those applicants are members, or family members of members, in good standing. These scholarships are to be an incentive for the applicants, who must present documentation of at least a 2.0 grade point average for the preceding year. The applicant must have been enrolled for a minimum of six college credit hours per semester or the equivalent period at a vocational school. All winners are precluded from entering the drawing the following year.

HCFAS funds

Yes: RS, RF, JO, JD, TO, BC Abstain: MB, BP

MOTION APPROVED

VSS Security

Motion by Brian Canty, seconded by Bernard Poole to renew the annual service agreement, for the period April 1, 2013 to March 31, 2014, and authorize the Technology Board Liaison, Richard Stone or President Roger Winter, to sign the agreement for the Millennium Access Control System and the Digital Video Security System by VSS Security Systems Inc. as per their proposal dated March 18, 2013 at a cost not to exceed $8,000, to be paid in two semi-annual payment of $4,000 each, in accordance with the Purchase Policy, Article X – Policies, Section 1 – Purchasing Policy, G. Purchase Authorization Limits. The service agreement amount is the same as last year. A certificate of insurance with HCFAS named as additional insured and a certificate indicating workers compensation coverage will be requested from the vendor.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Laptop Computer Purchase

Motion by Richard Stone and seconded by Joseph Denimarck to purchase 23 laptop computers, 23 docking stations, 23 lap top cases and shipping for $21,861.22. Also purchase Microsoft Office 2010 from Tech Soup for a total of $552.00 . This purchase will be made through CDW Direct, Contact: Mitch 1,877-518-4757, 200 North Milwaukee Ave, Vernon Hills, IL 60061. Jim Mallilo will handle this purchase and upgrade. Total cost not to exceed $23,000. All material is in the handout distributed by Jim Mallilo.

Motion by Robert Franz and seconded by Richard Stone to table the motion.

MOTION APPROVED UNANIMOUSLY to table

Hurricane Sandy Pin 2012

Motion by Chief Martha Brenner and seconded by Joseph Denimarck to approve the purchase of pins for members who were part of our response to Supper Storm Sandy. The distribution will be based on the list of members as detailed in the GMM minutes of November 2012. There are 71 members who will receive the pins. The cost will not exceed $500.00 (71@6.76=$479.96) plus potential shipping and handling. It is understood that there may be participation by local fire departments which would bring the cost down.

HCFAS funds

Gennaro		**Goldner**	
1-25	$19.50	1-99	$6.76
26-50	$9.50	100-199	$4.17
51-100	$6.95	200-299	$2.95
101-500	$3.95	300 +	$2.33

Yes: MB, JD, JO, TO, BC No: BP Abstain: RS, RF
MOTION APPROVED

Driver Improvement Classes (aka Defensive Driving)
Motion by Brian Canty and seconded by Chief Martha Brenner to have AAA New York, 1415 Kellum Place, Garden City, New York 11530, conduct a Driver Improvement class (Defensive Driving Classes) at HCFAS. The class will be conducted starting Monday, April 15 from 6:30pm – 9:30pm and finishing on Wednesday, April 17th 6:30pm – 9:30pm. This program will be organized by 1st Deputy Chief Tim Ebert. Classes will be open to all HCFAS members and their families. All non-members will pay the required course fee of $25.00. HCFAS will pay for all HCFAS members who successfully complete the class. The requirement for the class will be a minimum of 20 people and a maximum of 40 people. A total cost for the whole program not to exceed $1,000. The calendar of events has been checked and the room is not being utilized for any other events.
HCAD funds
Yes: RS, RF, JO, JD, BP, MB, BC Abstain: TO
MOTION APPROVED

Authorizing Cell Phone for PIO
Motion by Richard Stone and seconded by Tom O'Leary to authorize the Public Information Officer the use of a squad cell phone for HCFAS business. The Public Information Officer had been trained for a proper response to squad emergencies and on scene interaction with the news media.
HCAD funds
Yes: RS, RF, JO, JD, TO, MB No: BP, BC
MOTION APPROVED

Definitive Marketing & Communications
Motion by Brian Canty and seconded by Rich Stone to approve a sum not to exceed $650 payable to Definitive Marketing & Communications for the development, repair and deployment of YTD LOSAP reports for membership to view on the website.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:
Motion by Robert Franz and seconded by Richard Stone to accept the following for payment in accordance with the PPP and previous Board of Director motions:

March 14, 2013 – March 28, 2013, 35 Checks, HCAD Funds $29,589.28
March 14, 2013 – March 28, 2013, 3 Checks, HCFAS Funds $3,092.97
March 14, 2013 – March 28, 2013, 1 Check, Explorer Post Funds $47.00
Yes: RS, RF, JO, JD, TO Abstain: BC, MB, BP
MOTION APPROVED

Transfers:
3/26/2013 Transfer HCAD Savings to Checking $25,000

<u>Installation Dinner Summary</u>
Received the outstanding PO's to the Treasurer's Office, due to the conditions that are outlined in my letter to the BOD I have not been able to process them.

<u>EMS Today Summary</u>
Keith Davis paperwork has not been received by the Treasurer's Office (as of 10am 03/27/2013) which was due by March 19th. Paperwork from Joseph Denimarck was received in the allotted time, but in accordance to the motion it is to be all submitted together for approval. Once the paperwork is received from Keith Davis, it will have to be brought before the BOD for approval before it can be processed.

Secretary's Report –Robert Franz:
Insurance – Risk Control Survey – VFIS visited the Squad and conducted a risk control survey on March 20, 2013. I have nothing negative to report.

VAWBL Audit - On March 21, 2013, the NY State Insurance Fund conducted their audit of our VAWBL policy for 2012. I have nothing negative to report.

Life Insurance – Coverage was cancelled on member Allison Lau due to continuous educational LOAs exceeding 6 months.

Personnel – A member was requested to speak to an insurance company (defendant) investigator concerning a call involving a patient. This has been referred to squad attorney Glynn Mercep Purcell.

LOSAP 2012 points – Listing for TOH is in progress. Notice was put into the March Pulse, asking members to review the current posted list and report any discrepancies to the LOSAP Point Committee. Points have not been awarded to two LOD injured members since no information is available from the workers' compensation board or other competent authority approved by the NYS comptroller that members are either totally and temporarily disabled or partially and permanently disabled.

Suffolk REMSCO Meeting March 12, 2013 Notes – Bob Franz (previously distributed)
Copies of the meeting agenda and related handouts were distributed to the Board and Chief Officers and posted on the bulletin board. A couple of items follow: Prehospital Lifesaving Awards were presented to personnel from several agencies; Chair / Vice Chair gave update on Proposed changes to Article 30 and thanked NYSVA&RA for being on top of the issue right from the beginning – Suffolk, Nassau & NYC REMSCOs oppose the change and met with Senator Skelos last Friday who indicated his support to remove the changes from the Senate version of the bill; a proposed REMSCO Conference "Dangerous Driving – Drunk, Drugged, Drowsy & Distracted on Saturday 9/21/13 was announced and $1,200 for refreshments was approved; Response Committee reported that FRES was working to get 2008 response data

requested into a more useable format; Website is being updated with different colors; two council members were approved to represent FRES & Emergency Nurses Association; Stressed citizen CPR (hands only) to improve a patient's outcome and Ed Stapleton recommended mechanical CPR be used by agencies (the LUCAS mechanical CPR device was mentioned); discussion re: reliance on Foley NH for handling citizens with special health care needs in a disaster – it was noted that other facilities are available; ARC no longer segregates its shelters; various SEMSCO meeting notes were discussed – Attivan refrigeration standards is required; Water Safety Signs (fence hang tags) & water watcher bracelets were approved for $2,500; test score scan machine, ID cards etc. for ALS protocol changes were approved for $4,500; there are no plans to eliminate EMT CC in NYS; recommended to support NYS Senate bill S846 which requires schools to provide instruction in cardiopulmonary resuscitation. The proposed EMS program budget is the same amount as last year. The next REMAC meeting is March 26, 2013 at 7PM at SCEMS in Yaphank. The next REMSCO meeting is Tuesday May 14, 2013 at 7PM at SCEMS in Yaphank.

2012 REMSCO Awards Applications: REMSCO award applications are being taken for nominations from 2012. There is a new award this year "Excellence in EMS Quality and Safety". Application forms and guidelines and helpful hints are available on the suffolkremsco.com website. All applications must be received by 5PM on Wednesday May 1, 2013.

Suffolk REMSCO Legislation - PHL Article 30

An ad hoc committee on Article 30 redesign is in process of being formed to produce a consensus opinion as to what SC would like to see in a revised PHL including the positive changes that were included in the governor's budget bill.

SC FRES Recruitment Committee Meeting March 20, 2013 – Thirteen SERVES applications have been received. Proposed FEMA SAFER grant budget amendments are in process for: Pride Ink (tattoo) Campaign – picture of tattoos and their stories and to change media dollars in year 3 from print ($18,000) and transit buses ($24,000) to TV ($27,000) and radio ($15,000) based upon information received from applicants. A special project is being reviewed to recruit Latino members from ESL classes / CERT classes. The Suffolk Educational program for Retention in the Voluntary Emergency Services & Recruitment (SERVES) at Suffolk County Community College application deadline is May 1st. The next meeting will be on Wednesday May 22, 2013 at 6PM at the FRES library in Yaphank.

District 7 Delegates report via Andrea Golinsky

The meeting was held March 19th at the Exchange Ambulance of the Islips.

Captain Joe O'Halloran of Exchange Ambulance gave an over view of how his squad operates. It was interesting to note that they have paid personnel on from 6AM to 6 PM. Their crews (paid or volunteer) consist of 2 people, a driver and an EMT. They also take part in the TACH Ambulance which had helped to reduce 24s in the area.

The main topic of the meeting was the Governor's budget and the elimination of that portion known as Article 30

Since early last month President Mike Mastrianni, Directors, Chairpersons and Delegates of the New York State Volunteer Ambulance and Rescue Association have taken part in a campaign to get Article 30 out of Governor Cuomo's budget. President Mastrianni had also been attending meetings in Albany with members of both the Senate and the Assembly in addition to members of the Health Committee.
Although it is revenue neutral (it would have no tax impact if passed). Article 30 would make changes to EMS, as we know it. The Regional EMS Councils, REMSCOs, across the state would be reduced from 18 to 10. Consolidation may impact the protocols we now operate under as per Suffolk County REMSCO. The budget would remove all authoritative power from the local REMSCO units and would allow them to only make recommendations to the Commissioner of Health. The Certificate of Need policy now in place would be removed altogether.

Member squads and the Districts of NYSVA&RA across New York State had been asked to send letters to local Legislators asking that Article 30 be removed from the budget.

It was reported that Bob Franz and I attended meetings with Assembly Andrew Raia, who served on the Assembly Health Committee and Chad Lupinacci's Chief of Staff, Gregory Atherton to ask for their support in our quest to have Article 30 removed from the budget. Both agreed to lend their names to a letter of opposition.

Bob Franz, Huntington Community First Aid Squad President Roger Winter and South Country Chief Greg Miglino Jr. were thanked for their part in sending over 125 emails and letters of opposition to various Legislators.

A phone call was received March 11th from President Mastrianni who informed me that "at this time the Article 30 portion has been removed from both the Senate budget bill and the Assembly budget bill". The New York State Volunteer Ambulance & Rescue Association along with UNYAN (the United New York Ambulance Network-the association for commercial ambulance providers) are investigating ways to involve stakeholders in addressing issues in Article 30.

Last week the budget was submitted in print and Article 30 was not in it. It would appear at this time that Article 30 is a dead issue for this year.

Now it falls to the EMS stakeholders to follow up and try to get in a position to make proposals and changes to Article 30. NYSVA&RA President Mastrianni is following this closely

A report was given by the REMSCO delegate of the actions taken at the meeting held in Yaphank on March 12th. Article 30 was discussed and Chairman Jay Gardiner asked that the representatives present bring back info to their groups and continue to send letters of opposition. Other topics discussed included new items for purchase by RESMCO.

A round table discussion was held regarding new applicants and how they are processed.
It was reported by Riverhead Volunteer Ambulance and Exchange Ambulance that they are getting so many applications that there they might have to resort to a wait list. Exchange Ambulance takes in new members on a quarterly basis so that the training can be done more efficiently.

The New York State Volunteer Ambulance & Rescue Association Legislative Day is scheduled for May 6th. District 7 members will be going up the day before to get the agenda for discussion. I will soon be making appointments with our local legislators. If District 7 members are not able to attend Legislative Day in person, it would be helpful to send emails and/or letters to your local representatives to show support of NYSVA&RA's agenda.

I have reserved 10 rooms at the Comfort Inn in Castleton, NY for those that would like to attend. The cost of the room is $96.00 per night. Individual squads pay for their representatives to attend.

The EMS Memorial Ceremony will be held Tuesday, May 21st. I have reserved 5 rooms for this event, once again at the Comfort Inn in Castleton.

President's Report – Roger Winter:

Membership Badges – The Chief game me the names of potential members. The badges have been ordered.

Committee List for 2013 –The 2013 list will be distributed to the 2013 Board of Directors for review. The list is always being adjusted as members are not performing duties as listed on the committee list in its' original format. The completed list for 2012 will be given to the LOSAP committee for inputting the points for committee chairs.

ID Badge System –New ID cards will be distributed ASAP as I get the completed Treasurer's report on dues paid.

Fund Drive – ZacMel Graphics, will have a new mock up ready for your review on 3/27/13. We can review and start our first Fund Drive Mailing as soon as possible. I have given them a target date of the 1st or 2nd week in April. They feel that they can make that deadline.

Explorer Post 215 –Sheryl Roach – Chief – Trinity Russell, 1st Deputy Chief – Dana Roach, 2nd Deputy Chief – Melissa Sorrentino, Captain – Will Mejia, Sec./Tres. – Jessica Martorell. The Post is planning an outing.to Dave & Busters.

MC Alliance project:

As soon as they receive the down payments they will give us a target date to state the two projects.

Committee List – the committee list for 2012 has been given to the LOSAP committee for awarding points. Adjustments have been made on the Board Side of the list.

Old Business:

- Uniform Code- As distributed to BOD
- AED letter Liability Release- Tim Ebert, Eaton's Neck Fire District letterhead is needed for the AED liability release.

New Business:

- A cell phone policy will be created by the Vice President and Lehti Laas.
- Director O'Leary proposed selling the trailer for the Gator.

- Director Denimarck proposed locking the truck room door because a homeless person entered the building. The Chief pointed out that the Dispatch office door can be locked.

Motion by Bernard Poole and seconded by Brian Canty to adjourn the meeting at 21:45 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: April 7, 2013

Approved: April 11, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: April 11, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**PRESENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**ABSENT**

Guests: Tim Ebert, Peter Nakelski, Alyssa Axelrod, John Palmieri, Sally Staszak, Cindy Farley, Don Musgnug, and Lehti Laas

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of March 28, 2013.
MOTION APPROVED UNANIMOUSLY

Don Musgnug & Cindy Farley entered the meeting at 19:35 hours.

Presentation by Don Musgnug and Cindy Farley of Fuoco Group CPAs, Re: HCFAS and HCAD 2012 financial statements.

Don Musnug and Cindy Farley left the meeting at 20:02 hours.

First Deputy Chief Ebert was present representing Operations to answer personnel questions. See the Secretary's Report for disposition of personnel.

New members discussed, see Secretary's Report.

Proposals-
2012 Financial Statements for HCFAS and HCAD
Open House Motion
Suffolk County Volunteer Firefighters Burn Center Fund Inc.
ACLS Recertification + Capnography Class for ALS Providers
Annual Inspection & Dinner Dance 2014
Fire News Group Subscription (tabled)
Richard Rudolph reimbursement for the Advanced Difficult Airway Class
EMS Today Conference Reimbursement for Joseph Denimarck

2012 Financial Statements for HCFAS and HCAD

Motion by Brian Canty and seconded by Bernard Poole, to accept the amended 2012 HCFAS Financial Statements and Supplementary Information and the HCAD Statements of Cash Receipts and disbursements for year ending 2012 financial statements as presented by Fuoco group.

Yes: RS, JO, JD, TO, BP, BC Abstain: RF

MOTION APPROVED

Open House Motion

Motion by Robert Franz and seconded by Joseph Denimarck, to authorize and approve the Chairpersons of the Recruitment, Membership, and Public Relations Committees the following amounts to hold an HCFAS Open House from 1300 to 1600 hours on Sunday May 19, 2013. Activities may include blood pressure screenings, an Ident-a-Kid clinic, a recruitment booth offering tours of the building, and tables for demonstrations by the ALS Committee, Youth Squad, Bike Patrol and others.

Anticipated expenses:

Advertising and promotion including school flyers and ads in local papers $2,000

Refreshments: healthy snacks, sodas, paper goods $ 600

Helium tank and balloons $50

Promotional items for members & guests $1,000

Outdoor signs with vinyl lettering announcing event (2) $150

Advertising will be reviewed by the Board Liaison. Board Liaison approval of bids, purchase orders, colors and reprint of advertising and items purchased is required. The Chief will determine the areas or rooms that will be used for this event and will be consulted on the location of the various refreshment and exhibit stations. Total cost not to exceed $4000.

ACCOUNTING - 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 by event coordinator Anne Donegan.

ADVANCE OF FUNDS - Authorizes the treasurer to provide funds in advance to the "responsible party." Authorizes the release of any funds pre-authorized in the PP and SOP's. A HCFAS credit cards is recommended and a tax exempt form must be used.

POST 215 - Members of Post 215 are invited. At least two advisors must be present. Permission slips may be required at the discretion of the Chief Advisor and Board Liaison. REVIEW OF PRINTED MATERIALS - Drafts of printed materials are required to be reviewed by the Board Liaison and/or President prior to final printing and use.

HCAD funds

Yes: RS,RF, JD, TO, BP Abstain: BC, JO

MOTION APPROVED

Suffolk County Volunteer Firefighters Burn Center Fund Inc.

Motion by Joseph Denimarck and seconded by Robert Franz to donate 1 dollar per member to the Suffolk County Volunteer Firefighters Burn Center Fund Inc. campaign. The total donation is not to exceed $250.00. As voted on by the membership at the April 8, 2013 General Membership Meeting.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

ACLS Recertification + Capnography Class for ALS Providers

Motion by Brian Canty and seconded by Joseph Denimarck to accept the recommendation of Second Deputy Chief Dominic Heavey and ALS Committee Chair Alyssa Axelrod, and hold an AHA Advanced Cardiac Life Support (ACLS) class in Headquarters on Saturday, May 11, 2013 from 9am to 5pm. Additional content on capnography will be added to the curriculum. This class is being offered through Heartstart Educators.

Cost of the class is based on the final number of attendees as follows:

5 to 7 - $140 per person
8 to 11 - $135 per person
12 to 15 - $125 per person
16 to 20 - $120 per person

For students requiring a textbook, the recommended book for this class is the AHA Handbook of Emergency Cardiovascular Care for Healthcare Providers, at an additional cost of $25 per book.

Attendance not expected to exceed 20 members, for a total cost not to exceed $2,900.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Annual Inspection & Dinner Dance 2014

Motion by Bernard Poole, seconded by Tom O'Leary, to accept the Special Events Committee Chairperson Brian Canty's recommendation and authorize and approve the President, on behalf of the Special Events Committee, to enter into a contract with Watermill Caterers, for the Annual Inspection and Installation Dinner Dance on Saturday, February 22, 2014 from 6:00 PM to 12:00 AM with a minimum guarantee of 275 people at a cost not to exceed $100.00 per person inclusive of service charge plus Maitre D' and Captain gratuity of $3 per person. The contract will include the Squad's standard cancellation policy.

HCAD Funds

MOTION APPROVED UNANIMOUSLY

Fire News Group Subscription

Motion by Robert Franz and seconded by Joseph Denimarck to renew our annual group subscription to Fire News, 5 Newspapers per month, April 1, 2013-March 31, 2014. Cost not to exceed $150.00.

HCAD funds

Motion by Jeffrey O'Neill and seconded by Brain Canty to table the motion.

Yes: RS, JO, TO, BP, BC No: RF Abstain: JD

MOTION APPROVED to table

Note: the following motions were approved under the Treasurer's Report

Richard Rudolph reimbursement for the Advanced Difficult Airway Class

Motion by Robert Franz and seconded by Joseph Denimarck to approve the reimbursement of Richard Rudolph for The Advanced Difficult Airway Class held on March 2nd and 3rd, 2013. Not to exceed $227.80 including mileage and parking. The 2nd Deputy approved this course.

Yes: RS, RF, JD, TO No: BC Abstain: JO, BP

MOTION APPROVED

EMS Today Conference Reimbursement for Joseph Denimarck

Motion by Brian Canty and seconded by Robert Franz to reimburse Joseph Denimarck $450 from the requested $524.98 for the EMS Today Conference, until such time as conflicts with the purchase order submitted by Keith Davis can be resolved.

Yes: RS, RF, TO, BP, BC No: JD, JO

MOTION APPROVED

Treasurer's Report – Brian Canty:

Motion by Robert Franz and seconded by Thomas O'Leary to accept the following for payment in accordance with the PPP and previous Board of Director motions:

Mar 28, 2013 to Apr 11, 2013	HCAD	40 Checks Totaling $20,163.14
Mar 28, 2013 to Apr 11, 2013	HCFAS	3 Checks Totaling $ 2,342.39
Mar 28, 2013 to Apr 11, 2013	POST	1 Checks Totaling $ 370.00

Yes: RS, RF, JO, JD, TO, BP No: BC

MOTION APPROVED

Problems that I have found that need to be resolved:

3/29/2013 check 4625 Richard Rudolph 1041-D 227.80 Needs a motion from someone to authorize attendance in the advanced airway class that Rich was reimbursed for without approval.

3/29/2013 check 4632 Fire News 1041-D 150.00 Need a motion for this.

Installation Dinner Summary

Due to the conditions that existed in the Secretary/Treasurer office until 4/06/2013 I was unable to process anything. I am now trying to catch up and should have a summary for you at the next BOD meeting.

EMS Today Summary

Keith Davis paperwork was received by the President on 3/29/13; it was due by March 19th according to the motion. However, there are several problems with the reimbursement request. Terms of the motion were not meet and some of the values were exceeded. This will be brought up and discussed at the BOD meeting.

Thank you to President Winter who purchased an Air Purifier so I can return to using the Treasurer's office.

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Thomas O'Leary to approve the following LOA's:

Name	Membership #	Type	Dates	Day
Brenner, Mark	449	Operational	4/1/13 - 7/1/13	Monday
Harvey, Dillon	1254	Educational	3/24/13 - 6/30/13	Sunday
Lupinacci, Matty	1330	Extended Educational	4/3/13 - 6/3/13	Company 8
Nathan, Paul	1235	Medical	3/25/13 - 6/25/13	Monday
Newman, Spencer	1082	Extended Medical	4/1/13 - 7/1/13	Company 8
Walters, Bazeel	1137	Operational	4/16/13 - 7/16/13	Tuesday

Yes: RS, RF, JO, JD, TO, BC Abstain: BP
MOTION APPROVED

Probation Ending:
Motion by Robert Franz and seconded by Bernard Poole to grant active membership in accordance with Article III, Section 2 of the By-Laws to Kathryn Blecher, member #1379, effective 4/11/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Bernard Poole to grant active membership in accordance with Article III, Section 2 of the By-Laws to Carolyn Corkett, member #1374, eligible 4/3/13, eligible 4/3/13, effective 4/11/13.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Membership #	RTD Date	Note
Barkocy, James	578	3/17/13	From a Medical

New Members:
Motion by Robert Franz and seconded by Thomas O'Leary to accept James Murphy as a new probationary member #1393, Shift: Saturday 1100 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, JO, JD, TO, BC Abstain: BP
MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Richard Rodriguez as a new probationary member #1394, Shift: Sunday 1100 in accordance with Article III, Section 2 of the By-Laws.
No: RS, RF, JO, JD, TO, BP Abstain: BC
MOTION NOT APPROVED

Motion by Robert Franz and seconded by Joseph Denimarck to accept the resignation of Caroline Masten, member #1212, effective 4/3/13.
MOTION APPROVED UNANIMOUSLY (Note: JO out of the room)

LOSAP 2012 Point Listing - With the assistance of Jim Mallilo and Margaret Cornelius the 2012 point listing was submitted to the TOH for their approval. After it is approved, it will be returned to HCFAS for a 30 day mandatory posting period. There were 307 active members during 2012 of which 252 earned 50+ points and 55 earned less than 50 points (includes 21 members whose membership terminated in 2012).

Golf Outing: The Hubbinette Cowell Associates' 28th Annual Golf Outing will be held July 9, 2013 at the Hamlet Wind Watch Golf Club starting at 7:30am Shotgun. As past years, the Squad can send a foursome and Brian Canty has been given the information for the signup sheet for a drawing at the June General Membership meeting.

Insurance: After some communications, the Huntington Union Free School District accepted our certificate of insurance plus various pages from our liability policy for the Easter egg hunt.

VAWBL Audit – The NY State Insurance Fund audit of our VAWBL policy for 2012 resulted in a no change to our premium.

HCFAS Scholarship application – The application has been updated for 2013. A notice and application was put in the April Pulse and posted on the bulletin board. Applications will be on the counter above the member's mail folders and posted on the website.

Uniform Code: The proposed restated uniform code was sent to the By-Laws committee chairperson as a word document on 3/21/13.

FASNY - In conjunction with National Volunteer Week 2013, FASNY is asking Emergency Service Organizations to open their doors and invite their community in to learn more about what it means to be a volunteer April 27th and 28th.

2012 REMSCO Awards Applications: REMSCO award applications must be received by 5PM on Wednesday May 1, 2013.

President's Report – Roger Winter:

- I still will be working on and reviewing the following:
  Background check – still investigating options

Old Business:

- Uniform Code – As distributed to BOD
- AED letter Liability Release – Tim Ebert, Eaton's Neck Fire District letterhead is needed for the AED liability release. It still has not been received. I will not authorize issuance of equipment.

New Business: Bocci Balls purchase was presented by Director O'Neill.

Motion by Brian Canty and seconded by Thomas O'Leary to adjourn the meeting at 21:30 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: April 21, 2013

Amended and approved: April 25, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: April 25, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**ABSENT**
Joseph Denimarck (JD)	**PRESENT**
Thomas O'Leary (TO)	**ABSENT**
Jeffrey O'Neill (JO)	19:42 hours
Bernard Poole (BP)	20:20 hours
Chief Martha Brenner (MB)	**PRESENT**

Guests: Alyssa Axelrod, John Palmieri, and Lehti Laas (via telephone)

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of April 11, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Proposals-
Traditional Air Conditioning Systems & Service annual agreement 2013
American Alternative Insurance Corporation Hubbinette Cowell Associates, Inc.
May Day Communications Annual Maintenance –Motorola MC5500
Mets EMS Night
Annual Squad Picnic 2013
Korean War 60th Anniversary Commemorative Breakfast
Landscaping
Imprinted Flashlight EMS Week
Cash Advance for Captains EMS Week
Amend EMS TODAY JEMS Conference Washington, DC 2013 1/24/2013
Revision of DUTY UNIFORM REQUEST FORM 118 04/2013
9/11 Memorial Group Reservation # 1557059 World Trade Center Memorial Tickets

Traditional Air Conditioning Systems & Service annual agreement 2013
Motion by Robert Franz and seconded by Richard Stone 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 03/01/2013 to 03/01/2014 (renewable annually each February 28 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 is required from Traditional. Traditional was the sub-contractor for Irwin Construction and was approved by the Squad's construction manager H2M.

HCAD funds

MOTION APPROVED UNANIMOUSLY

American Alternative Insurance Corporation Hubbinette Cowell Associates, Inc.

Motion by Robert Franz and seconded by Richard Stone 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 18, 2013 from Hubbinette Cowell Associates, Inc. at a cost not to exceed $75,500.00 for the period 5/2/13 to 5/2/14. Any additions or deletions such as a new vehicle delivered after the quote date or policy renewal date or a sale or trade in of a vehicle etc. will result in an adjustment of the annual cost. The policies will be placed by Volunteer Firemen's Insurance Corporation through American Alternative Insurance Corporation which is part of American Re Corporation Group. Hubbinette Cowell Associates, Inc. is our broker of record and VFIS will not quote any other broker for our policies.

HCAD funds

MOTION APPROVED UNANIMOUSLY

May Day Communications Annual Maintenance –Motorola MC5500

Motion by Robert Franz and seconded by Richard Stone to accept the recommendation of Chief Dispatcher Patty Tufo to renew our Annual Maintenance on the Motorola MC5500, 2 position console as per Q-04-06-09 – HCFAS. This includes all parts and labor (onsite). The contract is on file in the Treasurer’s Office as well as in your mail box.

Coverage 04/01/13 thru 03/31/14. Cost is not to exceed $2,800.00. A certificate of insurance with HCFAS named an additional insured and a certificate of workers compensation coverage is required from Mayday Communications Inc.

HCAD funds

Yes: RF, RS, JD, RW Abstain: MB

MOTION APPROVED

Mets EMS Night

Motion by Robert Franz and seconded by Martha Brenner to purchase a maximum of 75 tickets to attend the 10th Annual Mets “EMS Night” Friday, May 24 at 7:10 p.m. vs. Atlanta Braves at a group purchase promotional cost of $34.00 per seat for “Big Apple Reserved” (B.A.R.) seats or seats of equal value for members and guest (s), or a Post member wishing to attend this game. Bus transportation to and from Citifield has been graciously donated by Mr. Paul Mori at no cost to HCFAS. Non-member guests attending with the member must pay $40.00 for their ticket. A check payable to HCFAS for each non-member must be received prior to the purchase of tickets for the member group. Member/Post member and non-member tickets will be purchased at the same time to ensure that the group sits together. In addition, each squad member/post member signing up for the trip must give the event coordinator Brian Canty (or his designee or Lehti Laas) a $40.00 check covering their cost, and a separate check for guest (s). In order to guarantee B.A.R. seats all checks must be received prior to May 7, 2013. Tickets will not be purchased for anyone unless their checks are in hand on May 7, 2013. Actual attendees (member/post members only) will have their checks returned to them after the trip. Members and Post members signing up and not attending will have their check cashed by the squad. All guest checks will be deposited regardless of attendance. In addition, a bus driver tip of $40/driver is requested (2 buses have been requested/offered).

cost breakdown as follows:

75 tickets at $34.00	$ 2,550
processing fee $25 per order	$ 25
parking $40/bus	$ 80
bus driver tip 2@$40	$ 80
Total	$ 2,735

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Director O'Neill entered the meeting at 19:42 hours and voted on the Mets EMS Night.

Annual Squad Picnic 2013

Motion by Martha Brenner and seconded by Robert Franz to accept the recommendation of Special Event Committee Chairperson Brian Canty and to hold the Annual Picnic on Saturday, July 13, 2013 and to authorize and approve the following: $ 500.00 for decorations and incidentals and amount not to exceed $ 2,000.00 for Crestwood Day Camp usage fee including administrative, camp for the day - all the basic activities such as basketball courts, soccer fields, tennis courts etc. as well as the use of the pools and certified Crestwood lifeguards.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Korean War 60th Anniversary Commemorative Breakfast

Motion by Richard Stone and seconded by Robert Franz to accept an invitation by the Town of Huntington Veterans' Advisory Board Chairman Mario Buonpane to attend a Commemorative Breakfast celebrating the 60th Anniversary of the signing of the Armistice to end the Korean War. The event is to be held at the Melville Marriott Friday, July 26, 2013, 9:30a.m. – 12:30 p.m. A donation of $28.00 is requested for all participants. Town of Huntington Carol Rocco will coordinate this event (631-351-3012).

A sign-up sheet will be provided for interested squad members and their spouses with a maximum of 20 attendees.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Landscaping

Motion by Chief Martha Brenner and seconded by Joseph Denimarck, to accept the recommendation of Third Deputy Chief Vito Reciniello to authorize and approve the landscape maintenance services with Crocco Landscaping. Also to authorize the Third Deputy Chief along with the Chief or President to enter into a purchase order/agreement for the 2013 season, at a cost not to exceed the proposed bid. This contract will be a roll over contract after this year with no end date. A thirty day notice of cancellation for each party is required. The Third Deputy Chief has the authority to modify the services after discussion with the landscaper and approval of the

Chief. A certificate of insurance with HCFAS named as additional insured and a certificate of workers compensation coverage will be required from Crocco Landscaping.

HCAD funds

Yes: JD, MB, JO No: RF, RS

MOTION APPROVED

Imprinted Flashlight EMS Week

Motion by Martha Brenner and seconded by Joseph Denimarck to purchase 300 flashlights from 4-imprint, red inscribed HCFAS EMS Week 2013 at a cost of $4.49 plus set up fee of $50 at a total cost not to exceed $1500.00 including any shipping and handling required. Items are to be distributed by the Chief's office to all members active as of 5/19/2013.

HCFAS funds

Explanation of purchase
4-imprint $4.49
Jimcolemanstore.com $3.39 (black only)
All-ways advertising $7.50
Perfect imprints $5.25

MOTION APPROVED UNANIMOUSLY

Cash Advance for Captains EMS Week

Motion by Martha Brenner and seconded by Richard Stone to issue a cash advance up to $350 to each of the 7 Captains for member meal allowance during the week of 5/19/2013-5/25/2013. The Captains will issue a $10 meal allowance for each member on their day. Each member will be entitled to one meal allowance for the duration of EMS week. Captains will be provided with rosters by the First Deputy Chief and be responsible for obtaining a member's signature for each $10 disbursed. Administrative members will be the responsibility of the Vice President who will obtain the required signatures. The Captains and Vice President will be responsible for returning the signed rosters and excess funds to the Treasurer by 5/27/13.

HCAD funds

Motion by Robert Franz and seconded by Joseph Denimarck to table the motion.

Yes: RF, JD No: RS, JO, MB

MOTION NOT APPROVED to table

Director Poole entered the meeting at 20:20 hours

On the original motion:

Yes: RS, JO, JD, MB Abstain: RF, BP

MOTION APPROVED

Amend EMS TODAY JEMS Conference Washington, DC 2013 1/24/2013

Motion by Chief Martha Brenner seconded by Robert Franz to amend the JEM's conference motion of 1/24/13 to increase the reimbursement allowance for: parking from $40.00 to the actual cost of $60.00 and for the hotel accommodations from $500 to the actual cost of $576.00 including taxes.

Original Motion:
Motion by Chief Martha Brenner and seconded by Richard Stone to accept the recommendation of Second Deputy Chief Dominick Heavey and authorize and approve two (2) members to attend the **EMS TODAY JEMS Conference Washington DC 2013** at a registration cost of $430 per person, hotel accommodations not to exceed $500.00, plus taxes (double occupancy is required), Wednesday night March 6, 2013 through Saturday night March 9, 2013, plus mileage and tolls, meals and incidental expenses of GSA federal rate (as of 10/1/12 GSA rate is $71.00) (breakfast, lunch, and dinner) (less 25% for travel days) per day per person, providing no meals are included as part of the registration package (alcoholic beverages are excluded for reimbursement) parking not to exceed $40 per person. Members will attend a minimum of 3 educational sessions each day. A listing of the sessions attended and any course completion certificates received will be submitted with LOSAP forms as part of the reimbursement package, as well as a comprehensive report (submitted electronically) on at least one session attended per person that will be used as a future Review Training for our members (the attendee may be asked by the 2nd Deputy Chief to write a test on the comprehensive report) which will be given to the Second Deputy Chief within 10 days after returning from the conference. Upon request of the Chief, Second Deputy Chief, or the Board of Directors, the member must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Reimbursement of deposits or prepaid tickets due to non-attendance is the responsibility of the member, unless an exception is requested by the member in writing and approved by the Board of Directors. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and will include original receipts, approved by the Second Deputy Chief and Chief, and submitted to the Treasurer at the same time (single package) within 10 days of return from the conference. The Treasurer will provide the Board of Directors an accounting for this conference at the Board of Directors meeting immediately following the request for reimbursement after the event.

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HCAD funds
MOTION APPROVED UNANIMOUSLY

Revision of DUTY UNIFORM REQUEST FORM 118 04/2013
Motion by Joseph Denimarck and seconded by Richard Stone, to accept the uniform committee's recommendation to revise the Duty Uniform Request Form # 118 as revised on 04/2013, as presented and amended.
Yes: RS, JO, JD, BP, MB No: RF
MOTION APPROVED

9/11 Memorial Group Reservation # 1557059 World Trade Center Memorial Tickets
Motion by Joseph Denimarck and seconded by Richard Stone to authorize and approve Dominic Heavey and up to a total of 70 HCFAS members and Explorer Post Members with an appropriate number of advisors to visit the World Trade Center Memorial on Saturday May 25, 2013. The tour is scheduled for 12:30 p.m., we will have to be on site 15 minutes before the tour time. There is no entry fee to the 9/11 Memorial, but if you wish to donate it would be up to each individual, a recommendation donation is $5-$10. Train and subway costs are not to exceed $25 per member for transportation to and from the memorial. Any non-member will pay their own transportation. A sign-up sheet will be posted. A uniform should be worn for this event, if a class "A" uniform is not available a class "C" uniform, red jacket, white squad shirt, blue pants and black shoes will be worn. In the case of the explorer Post 215 member attending, they will wear the Explorer Post 215 issued uniform.
HCAD funds

Motion by Jeffrey O'Neill and seconded by Chief Martha Brenner to move the motion.
MOTION APPROVED UNANIMOUSLY

On the original motion:
MOTION APPROVED UNANIMOUSLY

Chief Brenner left the meeting at 20:45 hours.

Treasurer's Report – Brian Canty:
Motion by Robert Franz, and seconded by Richard Stone to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

Apr 11, 2013 to Apr 25, 2013 HCAD 27 Checks Totaling $38,488.70
Apr 11, 2013 to Apr 25, 2013 HCFAS 4 Checks Totaling $10,983.18
Apr 11, 2013 to Apr 25, 2013 POST 1 Checks Totaling $ 142.50
MOTION APPROVED UNANIMOUSLY

Transfers:
4/22/2013 Transfer HCAD Savings to Checking $100,000

Secretary's Report –Robert Franz:
Insurance:

MVA – Ambulance 2-15-21 was hit by a car when it was making a right turn while responding lights and siren to an echo call. Damage to ambulance was scratches from the passenger side box door to the rear tire and the rear tire well cover. Other vehicle had a damaged bumper and front grill. This incident is being handled by our insurance carrier VFIS.

MVA – The driver of a van claims ambulance 2-15-19 driver side mirror hit his driver side mirror when it passed him in the opposite direction. Our ambulance was responding lights and siren to a call in Lloyd Harbor. Our driver and crew leader have no recollection of the incident. HCFAS is in process of paying $279 for the installation of a new mirror for the claimant. Our driver was questioned by the 1st and 2nd Deputy Chiefs upon returning to the building after multiple calls.

SERVES – The deadline for the SERVES program tuition assistance at SCCC is May 1, 2013. An email will be sent to our members as a final reminder.

FRES Census Request- The annual request by FRES for our membership census has been distributed.

2012 REMSCO Awards Applications: REMSCO award applications must be received by 5PM on Wednesday May 1, 2013.

FASNY 2013 Legislative Agenda Presentation – On Saturday April 20, 2013 I attended this presentation at the Albertson FD. NYS legislators from Nassau County also attended this event. There was no mention of the article 30 changes that was in the Governor's proposed budget.

New York State Volunteer Ambulance & Rescue Association:
District 7 – Suffolk County
Andrea Golinsky, Delegate

The meeting of District 7 was held April 16th at Riverhead Volunteer Ambulance Corp.

Chairman Bob Franz mentioned that District 4 had sent an email |(which is on their web site) to Suffolk REMSCO thanking them for their contribution to volunteer departments in NYC that were devastated by Super Storm Sandy. Copies of the Pulse, District 4's newsletter were available. In it the massive relief effort and ongoing recovery were described.

Suffolk REMSCO had issued a request for a short paragraph from their constituents summarizing their ongoing projects or concerns. A reply was sent via email to Jay Gardiner.

Everyone was reminded that the REMSCO awards applications are due by 5 PM May 1, 2013. Departments were encouraged to check the categories and submit members from their department that made a difference in EMS in 2012.

A report was given on the Suffolk County Recruitment and Retention meeting which was held March 20th. The next meeting will be held May 22nd at the FRES library in Yaphank.

Information was given about the Suffolk County SERVES program. This provides scholarship money (above any other financial aid) for attendance at Suffolk County Community College. Information and applications are available at www.suffolksbravest/benefits.com

A flyer was distributed for the 10th annual EMS night at Citi Field Friday May 24th.

Bob again reminded departments delegates of the benefits offered by membership in NYSVA&RA especially that of the North Central EMS Cooperative.

Andrea reported that President Mike Mastrianni had called and wanted her to express his thanks to those individuals and departments that had sent letters and emails of opposition to PHL Article 30.

Andrea stated she has begun making appointments for the NYSVA&RA Legislative Day to be held Monday, May 6th. She asked that, if members could not make the trip to Albany, they email their respective legislators with support for the items on the agenda.
If anyone not going would like us to see a particular legislator email Andrea and if possible a visit will be made.

The next meeting of District 7 will be held at Wyandanch/Wheatley Hgts on June 18th. NOTE there is no meeting in May due to the EMS Memorial is being held Tuesday May 21st and several District 7 departments will be sending representative to the ceremony.

Chief's Report – Martha Brenner:

- CHECK OUT FORMS ARE BEING REVISED BASED ON UPDATED BLS AND O2 BAGS
- ALL KEYS FOR THE "ALARM WORK SHEET" MAILBOXES HAVE BEEN RETURNED AND GIVEN TO THE CHIEF DISPATCHER. IF ANYONE NEEDS A MAILBOX THEY SHOULD CONTACT THE CHIEF DISPATCHER.

- ❖ COMPANY 8 REPORT IS BEING WORKED ON AND WILL BE SENT PRIOR TO THE NEXT BOD MEETING.
- ❖ PLECTRON DETAILS STILL PENDING, MORE AT THE NEXT MEETING
- ❖ 2ND AND 3RD DC ARE WORKING ON OFFICIAL CONFIRMATION THAT ALS NEED NOT BE TAKEN OFF THE RIGS WHEN GOING TO ACE. THIS WILL CUT DOWN A LOT OF WORK FOR THE ALS PROVIDERS AND BETTER ASSURE ALL AMBULANCES ARE ALS READY WHEN A CALL IS RECEIVED.
- ❖ A PROPOSAL FOR A NEW POWER STRETCHER WILL BE FORTHCOMING. AS PER THE MEMBERS AT THE GMM THERE IS OVERWELMING SUPPORT FOR THIS
- ❖ THE UNIFORM CODE NEEDS TO BE ADDRESSED. IN ITS CURRENT FORM IT IS TOO CUMBERSOM TO BE HELPFUL. AFTER DISCUSSION WITH LIAISON DIRECTOR DENIMARCK THERE WILL BE A NOTICE IN THE NEXT PULSE FOR MEMBERS WHO MAY BE INTERESTED IN WORKING ON A UNIFORM CODE UPDATE TO CONTACT DIRECTOR DENIMARK.
- ❖ THE MAY MEETING WILL HAVE A DEMONSTRATION OF THE LUCAS (AUTO CPR) PRIOR TO THE MEETING. THERE WILL BE A PULSE NOTE AND A BLAST EMAIL.
- ❖ THE JUNE MEETING WILL HAVE A REPRESENTATIVE SHOWING A POTENTIAL WINTER JACKET.
- ❖ GMM COMMITTEE DISCUSSION RAISED CONCERNS OF TOO MANY COMMITTEES WITH THE SAME PEOPLE. AND, MEMBERS ARE LOOKING FOR THE ADMINISTRATIVE SIDE TO BE UPDATED.
- ❖ PERSONNEL REPORT WILL FOLLOW
- ❖ CME/TRAINING ON ACTIVE SHOOTER HELD ON SUNDAY 4/21 WAS A HUGE SUCCESS. I RECEIVED REPEATED THANK YOUS FROM SUFFOLK COUNTY AND THE SCPD FOR THE USE OF OUR FACILITY AND THE HOSPITALITY PROVIDED. THANKS TO CME COORDINATOER PAM BRENNER AND SECOND DEPUTY CHIEF DOMINICK HEAVEY FOR ALL OF THE COORDINATION IN SETTING THIS IN MOTION. ADDITIONAL THANKS TO PAM AND DOMINICK AS WELL AS THIRD DEPUTY CHIEF VITO RECINIELLO, DIRECTOR BRIAN CANTY ,EX-CAPTAIN KEITH DAVIS, TYLER GIBBS, ASSOCIATE MEMBER KEVIN BRENNER FOR THE SET UP AND CLEAN UP WORK. THIS WAS THE FIRST TIME WE HAVE HOSTED A CME WITH THIS MANY PARTICIPANTS AND A GREAT DEAL WAS LEARNED. THERE WILL BE ADDITIONAL COMMITTEE ASSIGNMENT, KEY ACCESS AND SMALL PURCHASES SO THAT WE CAN BETTER HANDLE THESE EVENTS IN THE FUTURE.
- ❖ 2-15-17 HAS BEEN STRIPPED AND SHOULD HAVE BEEN PICKED UP BY THIS MEETING. NO DATE ON NEW 2-15-17 HAS BEEN PROVIDED.
- ❖ MEETING WITH HUNTINGTON HOSPITAL THURSDAY 5/23, I WILL NOT BE AT THE BOD MEETING.

President's Report – Roger Winter:

- I still will be working on and reviewing the following:

- Background check – still investigating options. I have talked with Sally Staszak and we are still doing county checks.
- I am looking at two car window decals to give to the members for vehicle identification and as a small tribute during EMS week. I have attached the drawings. I am awaiting my quotes to finish the project.

-The Vice President and the President will take care of Administrative hours.
-Letter from Eatons Neck was received

Director Poole Report:

Date: April 23, 2013

Children's Egg Hunt Summary

2013

Number of Children Signed UP	30
Total Cost of Games and Toys	$ 151.07
Total Cost of Candy	$ 149.02
Total Cost of Refreshments	$ 119.53
Total Cost	**$419.62**
Cost per Child	**$13.99**
Total Cost to Squad	**$419.62**

Please be advised that the following members signed up children and did not show up:

Maria Valentin	2
Richard Cortes	3
Laurie Hoffmann	1

Old Business:

- Uniform Code – As distributed to BOD
- AED letter Liability Release – Tim Ebert, Eaton's Neck Fire District letterhead has been received. Distribution of the AED can proceed.
- Secretary Franz inquired about the status of the revised Uniform code that was submitted to the By-Laws committee. Director O'Neill said to send him an email.

New Business: None

Motion by Richard Stone and seconded by Bernard Poole to adjourn the meeting at 21:15 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: May 6, 2013

Amended and approved: May 9, 2013
MOTION APPROVED

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: May 9, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**1934 hours**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: John Palmieri, Vito Reciniello, Tim Ebert, Alyssa Axelrod, Lehti Laas

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Chief Martha Brenner to approve the minutes of April 25, 2013 as amended.
Yes: RS, RF, JO, TO, MB Abstain: BC, BP
MOTION APPROVED

New members discussed, see Secretary's report for disposition.

Director Denimarck entered at 19:34 hours.

Proposals-
Laptop Computer Purchase
Huntington Township Fire Chiefs Council Annual Dues 2013
Car sticker for EMS Week
Purchase and Installation of File Cabinets
Amend Captains EMS Week cash advance
Architectural Services for redesigning bunk room

Laptop Computer Purchase
Motion by Richard Stone and seconded by Robert Franz to purchase 21 probook 6570b laptop computers, 21 docking stations, 5 year Warranty and shipping for $20,880.15. These computers will replace and be issued to the Chief Operational Officers, Board of Directors and one to the computer committee. Also purchase Microsoft Office 2010 from Tech Soup for a total of $504.00. This purchase will be made through CDW Direct, Contact: Michael Murnane, CDW Quote #DKXJ694/P.O. Ref. 130501 on May 1, 2013, 1,877-518-4757, 200 North Milwaukee Ave, Vernon Hills, IL 60061. Jim Mallilo will handle this purchase. The installation and

configuration will be performed by Adept Technology and we will be billed under our contract hours as needed (12 hour estimate at $120/hour). Total cost not to exceed $23,000.00. All material is in the handout distributed by Jim Mallilo.

HCAD Account

Motion by Bernard Poole and seconded by Brian Canty to table the motion.

Yes: JD, JO, BP, BC No: MB, RS, RF, TO, RW

MOTION NOT APPROVED to table

On the original motion:

Yes: RS, RF, JO, TO, MB No: BC, BP, JD

MOTION APPROVED

Huntington Township Fire Chiefs Council Annual Dues 2013

Motion by Chief Martha Brenner seconded by Brian Canty to pay for the Huntington Township Fire Chief's Council $350.00 annual dues for 2013. The Chief will be responsible for posting the minutes and providing the President with a copy.

HCAD Account

MOTION APPROVED UNANIMOUSLY

Car sticker for EMS Week

Motion by Roger Winter and seconded by Bernard Poole to accept the bid to produce 2 stickers #2 and #4 of different HCFAS logos. This is a token of our appreciation during EMS Week to the membership so they may place an identification sticker on their car as a member of Huntington Community First Aid Squad. I propose that we purchase 500 of each. The printed sheet has 4 up for at a cost of $497.00 from ZacMel Graphics.

A quote was requested from Sir Speedy Printing of Plainview with no reply.

HCFAS Account

MOTION APPROVED UNANIMOUSLY

Purchase and Installation of File Cabinets

Motion by Roger Winter and seconded by Richard Stone to purchase and have installed two identical file cabinets that are already in the Secretary/Treasurer's from Waldner's Business Environments. Quote # 348401 –Steelcase PC#63415 (New York State Contract) Quote # 348413 and label folders. The total for file cabinets, delivery and set up is not to exceed $1,715.00. (Actual cost $1,711.28). All storage cabinets are to be for the exclusive use of HCFAS records.

HCAD Account

Yes: RS, TO, MB, BC, RW No: RF Abstain: JO, JD, BP

MOTION APPROVED

Amend Captains EMS Week cash advance

Motion by Brian Canty Seconded by Chief Martha Brenner to amend the Motion "Cash Advance for Captains EMS Week, approved on 04/25/2013" The Captains and Vice President will be responsible for returning the signed rosters, Completed Purchase Orders, an SCM Shift Attendance by day report and excess funds to the Treasurer by 5/27/13. It shall be the

responsibility of the Chief to ensure all captains distribute the approved member meal allowance and to submit the required information to the Treasurer by 05/27/2013.
Yes: RS, RF, JO, JD, TO, BC Abstain: BP, MB
MOTION APPROVED

Architectural Services for redesigning bunk room
Motion by Brian Canty seconded by Chief Martha Brenner to obtain a quote to engage the services of an architectural services firm for the purpose of redesigning the bunk room, sitting room and TV area in order to accommodate a double overnight shift in a room with beds.
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:
Motion by Brian Canty seconded by Bernard Poole to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

Apr 25, 2013 to May 09, 2013 HCAD 36 Checks Totaling $68,067.34
Apr 25, 2013 to May 09, 2013 HCFAS 3 Checks Totaling $2,930.60
MOTION APPROVED UNANIMOUSLY

<u>Installation Dinner Summary</u>
The 2013 Installation Dinner total cost was: $39,646.88

Catering	$ 32,001.20
DJ	$ 1,100.00
Flowers	$ 1,381.40
Postage and Printing	$ 2,444.84
Photographer	$ 1,050.00
Plaques	$ 1,669.44

Total Installation Cost $ 39,646.88

Total Yes Responses was 355 total dinners served 318

<u>EMS Today Summary</u>
Total cost was $2,393.08 for 2 members to attend, avg. $1,196.54 per person

<u>Transfers</u>
May 1, 2013 $40,232.50 from HCAD Checking to BONY for Bond Payment

May 3, 2013 $25,000 from HCAD Savings to HCAD Checking

Secretary's Report –Robert Franz:
Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

Name	#	From	To	Type LOA	Day	
Eileen Burns	767	4/10/13	7/10/13	Medical	SUN	
Richard Gierbolini	1124	5/1/13	8/1/13	Medical	FRI	
Monique Moreno	1042	4/22/13	7/22/13	Extended Medical	MON	
John Vasquez	1327	6/21/13	9/21/13	Educational	FRI	
Mary Jane Woznick	769	5/19/13	8/19/13	Medical	TUE	
Janet Zapata	1203	4/8/13	7/8/13	Operational	MON	

MOTION APPROVED UNANIMOUSLY

Probation Ending:

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Nathan Bruskin, member #1380, eligible 4/5/13, effective 5/9/13.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Kristen Przybylski, member #1373, eligible 4/5/13, effective 5/9/13.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Angela Wallace, member #1360, eligible 1/27/13, effective 5/9/13.

Yes: RS, RF, JO, JD, TO, BP, MB No: BC

MOTION APPROVED

Return to Duty:

Name	#	Return Date	From	To	
Suzette Biagi	1251	4/15/13	Operational	Active	
Tom D'Antonio	1006	4/30/13	Extended Medical	Active	
Annette Hershkowitz	82	4/10/13	Extended Operational	Dispatch Only	
Mary Beth Kraese	873	4/19/13	Extended Medical	Active	
Harvey Lapidus	1141	5/4/13	Educational	Active	
Howard Loewenthal	1260	5/1/13	Educational	Active	
James Lupo	959	4/18/13	Extended Operational	Active	
Patricia Reciniello	740	4/7/13	Extended Medical	Dispatch Only	
Meaghan Salzone	1244	4/9/13	Medical	Active	
Kristin Tiersch	1333	5/6/13	ELOA	Active	

New Members:

Motion by Robert Franz and seconded by Thomas O'Leary to accept Michael Roff as a new probationary member #1394, Shift: Sunday 2300 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, JO, JD, TO, MB No: BC Abstain: BP
MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Connie DeGrassi as a new probationary member #1395, Shift: Monday 1100 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, JO, JD, TO, MB, BC Abstain: BP
MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Michael Campanelli as a new probationary member #1396, Shift: Friday 2300 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, JO, JD, TO, MB, BC No: BP
MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Lauren Aviles as a new probationary member #1397, Shift: Saturday 0700 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, JO, JD, TO, MB, BC Abstain: BP
MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Maria Biancamano as a new probationary member #1398, Shift: Wednesday 0700 in accordance with Article III, Section 2 of the By-Laws.
No: RS, MB, JO Abstain: BP, RF, JD, TO, BC
MOTION NOT APPROVED

Motion by Brian Canty and seconded by Chief Martha Brenner to grant the following Status Change: Operational membership to Associate membership for Adriana Dovi, member #1120 effective 5/9/13.
2/3 approval needed
Yes: RS, JO, JD, TO, MB, BC Abstain: BP, RF
MOTION APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the resignation of Anel Vargas, member #1277, effective 5/9/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to drop from membership for failure to fulfill shift requirements probationary member Viktorija DelRosso, member #1382 effective 5/9/13.

Yes: RS, RF, JO, JD, BP, MB, BC Abstain: TO

MOTION APPROVED

Insurance:

-Management liability claim – VFIS sent us a claim check for $ 5,495 which was for the reimbursement of Glynn Mercep Purcell's bills that we paid in regard to Boehm's Article 78 petition.

-MVA – 2-15-18 - -On 5/1/13 vehicle 2-15-18 came in contact with a guard rail while being backed into a space at Huntington Hospital ER without the use of a spotter. The left side rear vehicle damages were a bottom light bar being ripped off and the wheel well rubber covering was bent. This is not being reported to our insurance carrier. No estimate of repair is available at this time.

-Insurance ID Cards – New insurance ID cards have been placed on all the vehicles.

LOSAP 2012 – On May 7, 2013 the Huntington Town Board approved HCFAS 2012 LOSAP Point Listing which will be returned to the Squad for a mandatory 30 day posting period.

Renaissance Downtown Development Strategy Report – The President was informed that the report has a boutique hotel planned for the commuter parking lot next to our building. The report was presented to the Town Board on Tuesday May 7. Interestingly, according to Newsday, Downtown Renaissance operates the Marriott Residence Inn in Plainview. As part of Renaissance's public-private partnership with the Town of Huntington, Renaissance gets first rights to buy underutilized, municipally controlled land from the town, but no preferential zoning. Since HCFAS is a stakeholder in Huntington Station, I suggest that the President write a letter opposing the proposed development of the parking lot which is used for our training class attendees in the evening and also meet with the Renaissance and the Town Board members expressing our concerns. The proposed development will occur over the next 8 to 10 years. The report can be viewed on the Huntington Patch & Huntingtonian websites and at the Huntington & South Huntington Libraries. Several years ago we also opposed the proposed building of retail stores with apartments on top on the same parking lot.

New York State Volunteer Ambulance & Rescue Association

District 7 Delegate-Andrea Golinsky

Legislative Day in Albany attended by Andrea Golinsky, Bob Franz and Pete Nakelski

Attended E-board meeting Sunday May 5th to go over legislative agenda for the next day in Albany.

Monday May 6th beginning at 9 AM held meeting to schedule meetings with legislators outside our specific area (Suffolk County)

Beginning at 9:30 AM meeting were held with the following legislators:

4th Senatorial District Senator Phil Boyle (Babylon)
**4th Assembly District Assemblyman Steven Englebright (East Satauket)
2nd. Senatorial District Carl Mills (Special Counsel for Senator John Flanagan) (Smithtown)
**1st Assembly District Assemblyman Fred W. Thiel, Jr. (Bridgehampton)
|**3rd Assembly District Assemblyman Edward Hennessy (Medford)
5th Senatorial District Carl L. Marcellino (Huntington/Oyster Bay)
**10th Assembly District Chad Lupinacci (Huntington Station)
###7th Senatorial District Jack Martins (Garden City Park) Nassau
**6th Assembly District Assemblyman Philip R. Ramos (Brentwood)
**###11th Assembly District Robert K. Sweeney (Lindenhurst)
**12th Assembly Disstrict Andrew P. Raia (Northport)

** Sent letters of opposition to PHL Article 30 bill.
Sponsors of the rear facing blue light law for volunteer ambulance companies.

NYSVA&RA this year advocated for the following:

<u>Direct Insurance Reimbursement-</u> Senate bill # S3542 (Seward) needs Assembly sponsor
Provides for insurance companies to reimburse EMS providers directly rather than patients.

<u>Dual Signature payments-</u> Senate bill # 3541 (Seward) / Assembly bill # A3707 (Pretlow)
Provides for insurance companies to issue checks requiring endorsements of both the EMS provider and the patient.

<u>Workers Compensation /VAWBL Reform-</u> needs Senate and Assembly sponsors
Would change method of charges for agencies that have both volunteer and paid members.

<u>Ominibus Emergency Services Volunteer Incentive Act</u>- Senate bill # S3297 (O'Mara)/ Assembly bill # A4781 (Palmesano)
Would provide various benefits for volunteer firefighters and ambulance workers Including reinstating the Volunteer Recruitment Service Scholarships, increasing the number from one to three per department and to create a volunteer recruitment service college loan forgiveness program.

Permit Attorneys to Receive CLE Credit for Providing Uncompensated Legal Service to Volunteers and Veterans. Senate bill # S3647 (Maziarz) / Assembly bill # A5469 (Zebrowski)
Directs the CLE board to adopt regulations permitting attorneys to earn continuing education credits for uncompensated legal services to veterans and volunteer emergency responders

Chief's Report – Martha Brenner:

- CHECK OUT FORMS HAVE BEEN REVISED BASED ON UPDATED BLS AND O2 BAGS.

- ❖ COMPANY 8 REPORT HAS BEEN SENT AS A SEPARATE ATTACHMENT
- ❖ PLECTRON DETAILS STILL PENDING, MORE AT THE NEXT MEETING
- ❖ 2ND AND 3RD DC ARE WORKING ON OFFICIAL CONFIRMATION THAT ALS NEED NOT BE TAKEN OFF THE RIGS WHEN GOING TO ACE. THIS WILL CUT DOWN A LOT OF WORK FOR THE ALS PROVIDERS AND BETTER ASSURE ALL AMBULANCES ARE ALS READY WHEN A CALL IS RECEIVED.
- ❖ A PROPOSAL FOR A NEW POWER STRETCHER WILL BE FORTHCOMING. AS PER THE MEMBERS AT THE GMM THERE IS OVERWELMING SUPPORT FOR THIS
- ❖ AS NOTED IN THE LAST REPORT A "HELP WANTED" POST WAS IN THE MAY PULSE TO PULL TOGETHER SOME MEMBERS TO HELP UPDATE THE CODE
- ❖ THE MAY MEETING WILL HAVE A DEMONSTRATION OF THE LUCAS (AUTO CPR) PRIOR TO THE MEETING. JUNE WILL BE WINTER JACKETS AND JULY ANOTHER AUTO CPR FROM A DIFFERENT COMPNAY.
- ❖ GMM COMMITTEE DISCUSSION RAISED CONCERNS OF TOO MANY COMMITTEES WITH THE SAME PEOPLE. AND, MEMBERS ARE LOOKING FOR THE ADMINISTRATIVE SIDE TO BE UPDATED.
- ❖ PERSONNEL REPORT WAS SENT
- ❖ AT THE REEQUEST OF HUNTINGTON HOSPITAL WE ANTICIPATE HOLDING A DRILL ON SUNDAY JUNE 9 WITH THE POST MEETING HELD AT OUR BUILDING
- ❖ MEETING WITH HUNTINGTON HOSPITAL THURSDAY 5/23, I WILL NOT BE AT THE BOD MEETING.
- ❖ THERE HAS BEEN AN ONGOING ISSUE OF THE WEBSITE REVIEW TRAININGS GOING INTO THE SCM. CAPTAIN KYLY RUDDEN HAS AGREED TO WORK ON THIS PROBLEM WITH THE 2ND DC AND CURRENT COMPUTER COMMITTEE.
- ❖ I HAVE BEEN IN CONTACT WITH THE TOWN OF HUNTINGTON ON THE BEACH STICKERS FOR THIS YEAR. THE INFORMATION THEY REQUESTED WAS SENT TO THEM ON 5/8/2013
- ❖ HONOREES FOR THE METS EMS NIGHT HAVE BEEN SELECTED
- ❖ CAPTAINS HAVE COMPANY LISTS FOR STIPEND AND EMS GIFT DISTRIBUTION AND WILL BE GETTING PO TO TREASURER THIS WEEK.
- ❖ COLD SPRING HARBOR INSTALLATION 5/25/13 NO OFFICERS CAN ATTEND
- ❖ JOHN MAIER IS HANDLING PRE MEMORIAL DAY PARADE REFRESHMENTS. SIGN UP SHEET WILL BE POSTED SOON.
- ❖ CAPTAINS ARE PREPARING FIRST QUARTER BELOW 75% ON DUTY TO SPEAK WITH MEMBERS BEFORE WE GET TO THE SOCIAL ELIGIBILITY POLICY FOR THE PICNIC ATTENDANCE
- ❖ FYI: this was sent to me, and it is a very important topic. Every journal, EMS World, JEMS has an article on this almost every month. Something to think about!

- LAUDERDALE COUNTY, Ala. — Folks in Lauderdale County will soon have a new ambulance provider.
- Shoals Ambulance Service will take over coverage for all areas in Lauderdale County, including the city of Florence, at midnight.
- Both the city and county accepted a bid to adopt their services earlier this year.
- The switch ends Lauderdale County's partnership with LEMS.
- Not only is CEO Bryan Gibson ensuring the best services to the community; he's taking the extra step to help protect his employees on the job - requiring them to wear helmets.
- "The back of an ambulance is an unsafe place. We're driving high rates of speed through red lights and stop signs," said Gibson. "Hopefully they stop and they should, but things happen and sometimes people don't see us and we get hit."
- SAS is one of the first departments in the country to require their employees to wear helmets while responding to emergencies.
- Gibson said employee safety is crucial when serving the community.
- "We wanted to focus on making sure that the paramedics and EMTs are getting home at night," he said.
- Blake Hargett has served as a paramedic for more than 30 years. He said he is 100 percent behind the new policy.
- "It's the first time we've had the technology to get into a wreck scene or to other violent situations where we have protection with our head," said Hargett.
- The helmets also include an adjustable face shield to help protect responders from blood and other bodily fluids they come into contact with.
- "It's professionalism too. We feel more professional, nice uniform, nice helmets," Hargett said. "We feel more comfortable, more involved, more professional - like the police or the fire department."
- Ambulance officials said the use of helmets is a growing trend across the country.

President's Report – Roger Winter:

Life Membership – Investigating a new committee or make an SOP to delete the membership committee altogether.

Membership Badges – The Chief gave me the names of potential members. The badges have been ordered.

Committee List for 2013 –The list is being updated at this time. Requests have been made to participate on committees. I am asking committee chairpersons for their recommendations.

ID Badge System –Project completed and revisions have been made.

Fund Drive – ZacMel Graphics has mailed out the first mailing. One recipient noticed a misspelling of the word interested on the return side of the card. I left off the addressee "or current resident" on the address side of the card. Both issues have been rectified.

Explorer Post 215 –Sheryl Roach – Chief – Trinity Russell, 1st Deputy Chief – Dana Roach, 2nd Deputy Chief – Melissa Sorrentino, Captain – Will Mejia, Sec./Tres. – Jessica Martorell..

MC Alliance project:

Lou Savarese has surveyed the 2nd floor and the garage for the two projects. The project was started on Friday May 3, 2013. All BOD and Operational Members were notified. I did expect that the Chief Officers or the Captains would tell the on Duty Crews of this project. I came in and informed the crews and all the workers were handled with a great deal of respect and accommodations were made to help complete the projects.

Director Poole Report:

Installation Dinner Summary

The 2013 Installation Dinner total cost was: $39,646.88

Catering	$ 32,001.20
DJ	$ 1,100.00
Flowers	$ 1,381.40
Postage and Printing	$ 2,444.84
Photographer	$ 1,050.00
Plaques	$ 1,669.44

Total Installation Cost $ 39,646.88

Total Yes Responses was 355 total dinners served 318

Director O'Leary Report:

-Discussed his research on alternative medical facilities for our members

Old Business:

None

New Business:

-The President and Chief will contact representatives of Renaissance Downtowns

- Sheryl Roach was approached by an Eagle Scout to do a project for HCFAS.

-Director Poole requested permission to contact the attorney regarding the Drug and Alcohol Policy.

Motion by Brian Canty and seconded by Chief Martha Brenner to enter into executive session at 21:55 hours.

MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 22:02 hours

Motion by Brian Canty and seconded by Bernard Poole to adjourn the meeting at 22:02 hours.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas

Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: June 9, 2013

Amended and approved: June 13, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: May 23, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**ABSENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**ABSENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**ABSENT**

Guests: None

Meeting called to order at: 1945 hours

New Members:
Motion by Thomas O'Leary and seconded by Richard Stone to accept Nadia Tomasi as a new probationary member #1398, Shift: Monday 0700 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Proposals-
Annual Memorial Day Wreath Ceremony – May 26, 2012 at Town Hall
Annual Squad Picnic 2013
Executive Cleaning Services Three Year Contract 2013
Robert Franz Emergency General Membership Meeting Room

Annual Memorial Day Wreath Ceremony – May 26, 2012 at Town Hall
Motion by Brian Canty and seconded by Bernard Poole to accept the recommendation of Chief Martha Brenner, and authorize and approve squad members to attend the annual Memorial Day wreath ceremony on Sunday May 26, 2013 at 9:30 a.m. at Huntington Town Hall's Veterans Plaza. A squad vehicle may be used for transportation and squad members are encouraged to wear their Class "A" uniform or Class "B" with light duty jacket.
MOTION APPROVED UNANIMOUSLY

Annual Squad Picnic 2013
Motion by Bernard Poole and seconded by Richard Stone to accept the recommendation of Special Event Committee Chairperson Brian Canty and to accept the menu and the bid of Milk & Sugar Catering aka Big Bubba's BBQ to cater the Annual Picnic on Saturday, July 13, 2013 at a

cost of $ 34.50 per adult (age 21 & up) and $ 20.70 per adult (age 13 -21) and $ 9.20 per child (age 5 to 12) inclusive of gratuity. Further to authorize and approve the following: $ 500.00.

Special Event Committee Chairperson Brian Canty will send invitations to the bookkeeper and guest, the SCPD Sector 202, 202A, 203 and 203A Operators and their immediate families. The Special Event 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 $ 35 per adult (age 21& up), $20 per adult (13 – 21) and $ 10 per child (age 5 to 12). 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. The Squad and Post 215 Signup 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 Crestwood 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 at least 3 throughout the event.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Executive Cleaning Services Three Year Contract 2013

Motion by Brian Canty and seconded by Richard Stone to approve the attached proposal and to further authorize the President to enter into a one year contract with an option for automatic renewal for three years with Executive Cleaning Services, 460 New York Avenue, Huntington, New York 11743, at a cost not to exceed $2,200 per month for basic monthly cleaning and to further authorize a bi-annual stripping, sealing and waxing of all tiled floors and shampooing of all carpeted floors as outlined in the contract. A certificate of insurance with HCFAS named as additional insured and a certificate of workers compensation coverage will be requested from Executive Cleaning Services.

HCAD Funds

Yes: RS, RW No: BP Abstain: BC, TO

MOTION APPROVED

Robert Franz Emergency General Membership Meeting Room

Motion by Roger Winter and seconded by Richard Stone to permit Robert Franz the use of the General Membership Meeting Room. It will be according to all HCFAS rules for General Meeting Room Usage on an emergency basis for funeral accommodations. The time of possible usage will be Tuesday, May 21, and Wednesday, May 22, 2013. The time will be approximately 4:00p.m.-7:00 p.m. The funeral service will be conducted on Thursday, May 23, 2013. The room may be needed for a family gathering after the funeral. The time would be post burial not to exceed a four hour window starting around 12:00 p.m. Food will be provided by the family, no liqueur will be served. There is no scheduled use for the room on the dates listed above. President Roger Winter has given tentative permission after checking the schedule and confirming with Richard Stone.

E-Mail Vote 5/20/2013 - Roger Winter, Richard Stone, Tom O'Leary, Jeff O'Neill, Brian Canty, Bernard Poole, Chief Martha Brenner, Robert Franz- Not available

Joe Denimarck - No Response(Vacation)
Pass 7-0-0

Treasurer's Report – Brian Canty:
Motion by Brian Canty seconded by Bernard Poole to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

May 09, 2013 to May 23, 2013	HCAD	47 Checks Totaling $219,177.93
May 09, 2013 to May 23, 2013	HCFAS	2 Checks Totaling $2,982.00

MOTION APPROVED UNANIMOUSLY

Transfers:
05/13/2013 From HCAD Savings to HCAD Checking $200,000
05/21/2013 From HCAD Savings to HCAD Checking $25,000

Summary of NYS Legislative Day
3 members Attended at a total cost of $603.65
One member submitted a single person supplement check for $48.
Total cost Per Person with single person supplement $185.22

2012 HCAD Financial Statements - will be delivered to TOH Comptroller

2012 Tax Return was filed.

Chief's Report – Martha Brenner:
Chief was asked:
- The status of the grounds maintenance contract and obtaining insurance documents
-Door #2
-Med Pro contract
-Garbage cans that are open in the ready room kitchen
-Ceiling tiles with Jack Italiano

President's Report – Roger Winter:

- I still will be working on and reviewing the following:
    - Background check – still investigating options. I have talked with Sally Staszak and she will investigate our best options.
    - Open House was conducted on Sunday 5/19/13 from 1-4p.m. It was well organized; Explorer Post 215, Advanced Life Support, Recruitment Committee, tours of the ambulance, building, games for children. And other activities. Advertisements went out in the Huntington Patch and local newspaper. Electronic messaging was tried. The overall response from the community was low.

- Martha Brenner set up a meeting with Downtown Renaissance. We met and discussed our concerns. Erika Forland's response is as follows.

  Martha and Roger,

  Thanks so much for meeting with us today and for giving us the tour of your beautiful facilities. We truly appreciate you reaching out to us and expressing your needs and concerns as we continue to engage the community in figuring out what is most needed. We look forward to meeting with you and discussing more details soon. Please be in touch if you need anything and please join us as members at sourcethestation.com and follow us on Facebook. Our next meet up is Thursday May 30th 6:30-8:30 at St Hughes Parish Facilities. Food will be provided and we'd love to have you and any of your members who can make it. If you ever would like to hold a meeting to let your members know about Renaissance and the revitalization efforts, please let me know. We want everyone in the community to know and be a part of these efforts!

  Best, Erika

Director O'Leary Report:

-Spoke to the Medical Committee chair who feels there needs to be physicians doing the physicals and screenings with EMS personnel experience.

Old Business: None

New Business:

-The vehicle committee chair (Brian Canty) asked the rest of the Board for direction on purchasing a new ambulance. If specs can be done in a month, the new ambulance can arrive by the end of the year. The New Vehicle Committee is an operational committee and it would also need to be approved by Operations.

- The property owner next door put in for a variance. Director Poole will contact them to see their intentions with the property.

Motion by Bernard Poole and seconded by Thomas O'Leary to adjourn the meeting at 20:25 hours.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: June 9, 2013

Amended and approved: June 13, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: June 13, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: John Palmieri, Alyssa Axelrod, Peter Nakelski, and Lehti Laas

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of May 9, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of May 23, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Proposals-
Refreshments at Parades 2013
Exterminating Vendor 2013
Additional Scholarship Awards 2013
MCI Drill refreshments

Refreshments at Parades 2013
Motion by Chief Brenner seconded by Brian Canty to allow the Chief or her designee to spend up to $500 (per event) for refreshments to all HCFAS parade participants at each of the following parades: Huntington Manor FD Wed. 7/17, E. Northport Fire Department Wednesday, 8/7 and Greenlawn Fire Department Thursday, 8/29. Further to authorize the serving of alcoholic beverages. It is understood that no one under 21 years old, or any member driving a squad vehicle or agreeing to be part of a backup crew may consume alcohol. This is in lieu of the $10 per person meal allowance. All required reimbursement documentation must include original receipts and be approved by the Chief and submitted to the Treasurer within 10 days of the event. The Treasurer will provide the BOD an accounting for this event at the next BOD meeting.

HCFAS FUNDS
Yes: RS, JO, TO, BP, MB, BC Abstain: RF
MOTION APPROVED

Exterminating Vendor 2013
Motion by Chief Brenner seconded by Director O'Leary to accept the recommendation of the Third Deputy Chief and contract with a to be named exterminating company for an amount not to exceed $4200 for one year. A certificate of insurance with HCFAS named as additional insured and a certificate of workers compensation coverage will be required from the approved vendor.
HCAD FUNDS

Motion by Robert Franz and seconded by Bernard Poole to table the motion.
Yes: RF, RS, BP No: MB, JO, TO Abstain: BC
MOTION NOT APPROVED to table

On the original motion:
MOTION APPROVED UNANIMOUSLY

Additional Scholarship Awards 2013
Motion by Robert Franz, seconded by Brian Canty to authorize and approve the acceptance of an anonymous benefactor's donation of $2,000.00 which will be used to fund an additional four (4) 2013 HCFAS scholarship applicants providing all application requirements are met as determined by the Secretary. The additional scholarships will be awarded to the next four applicants that were selected as per the drawing held at the General Membership meeting on June 10, 2013. The additional 4 names drawn are Victoria Gander, Linden Rudolph, Vito Reciniello, Casey Orr (squad member).
HCFAS Funds
MOTION APPROVED UNANIMOUSLY

MCI Drill refreshments
Motion by Chief Martha Brenner and seconded by Brian Canty to expend a sum not to exceed $300 for refreshments for the MCI Drill of June 9, 2013.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:
Motion by Brian Canty seconded by Richard Stone to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

May 23, 2013 to June 13, 2013	HCAD	56 Checks Totaling $49,412.17
May 23, 2013 to June 13, 2013	HCFAS	6 Checks Totaling $3,597.00
May 23, 2013 to June 13, 2013	POST	1 Checks Totaling $162.25

MOTION APPROVED UNANIMOUSLY

Transfers:
05/28/2013 from HCAD Savings to HCAD Checking $30,000
06/07/2013 from HCAD Savings to HCAD Checking $25,000

EMS Week Accounting -
Chief given a list of outstanding issues

EMS Memorial Accounting -
Nothing has been submitted to the Treasurer's office as of 06/11/2013.
In accordance with the motion all paperwork was to be submitted 10 days after the event. Event was May 21, 2013; any requests submitted will have to be approved by the Board.

Secretary's Report –Robert Franz:
Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

Name	Membership #	Type	Dates	Day
Sara Manning	1345	Extended Medical	5/28/13 – 8/28/13	Monday
Michael Marinello	1046	Operational	6/6/13 – 9/6/13	Thursday
Brian Milliken	1085	Educational	1/1/13 - 6/1/13	Thursday
John Palmieri	499	Operational	6/18/13 - 9/18/13	Tuesday
Thomas Romano	939	Emergency Medical	5/31/13 - 8/31/13	Friday
Kristin Tiersch	1333	Educational	7/9/13 – 12/9/13	Monday
Maria D Valentine	1355	Operational	7/4/13 – 10/4/13	Sunday

MOTION APPROVED UNANIMOUSLY

Motion by Chief Martha Brenner and seconded by Brian Canty to table the LOA request by Karen Maresco #999 for an Operational LOA from 5/19/13 – 8/13/13.
MOTION APPROVED UNANIMOUSLY to table

Return to Duty:

Name	Membership #	RTD Date	Note
Allison Lau	1226	6/1/13	From a Extended Educational
Matty Lupinacci	1330	5/27/13	From a Extended Educational
Paul Nathan	1235	5/27/13	From a Medical
Zeb Rahimi	1189	5/18/13	From a Educational
Emily Schaffert	1248	5/15/13	From a Educational

Motion by Robert Franz and seconded by Chief Brenner to accept the resignation of Brendan Fitts, member #1180, effective May 20, 2013.
MOTION APPROVED UNANIMOUSLY

Insurance:
MVAs – There were three MVA in June as follows: 1) On 6/2/13 2-15-16 came in contact with a concrete block hidden in the grass and damaged/bent the blue rail strip under the passenger side door; 2) On 6/7/13 2-15-81 came in contact with a parked vehicle's mirror and damaged the passenger side mirror (estimated $230 to replace mirror) and the other vehicle's mirror; On 6/7/2013 2-15-18 came in contact with a submerged curb and ripped a piece out of the right rear aluminum bumper. None of the above items are being claimed from our insurance carrier. Other estimates of repair are not available at this time and I am still waiting for the estimate on 2-15-21 MVA on 4/15/13 which was reported to our insurance carrier.

Grievance Committee
The grievance committee held two meeting to date.

LOSAP 2012 Point Listing
The approved LOSAP 2012 Point Listing has not been received from the TOH for the mandatory 30 day posting period. I will again call the TOH Comptroller's office for the list to be sent to us in accordance with the Penflex's scheduled timetable.

HCFAS 2013 Scholarship drawing 6/10/13:
There were 15 Applicants.
Winners: Chloe Rubel, Dylan Angevine, Steeven Jean* and Sean Quinn.
Non winners: Victoria Gander, Linden Rudolph, Vito Reciniello, Casey Orr*, Nicole Calderone*, Alexander Klotsche*, Allison Lau *, Melissa Anastos *, Candace Stiles, Kristin Tiersch*, and Daniel Roach. *denotes squad member.

HCA 7/9/13 Golf Outing Drawing 6/10/13:
Foursome winners: Donna Mastropietro, Al Szigethy, Jim Lupo and Jeff ONeill.
Alternates: Tom Lemp, Mark Cappola, Kevin DeFriest, John Palmieri and Joe Gander, Sr.

By Laws Amendment 02-2013
I distributed an email to the Board on suggested additions to this proposed by-laws amendment re: HCFAS mission statement.

Town of Huntington Board Meeting June 4, 2013
The resolution # 2013-283 to accept and adopt a Development Strategy for the Redevelopment and Revitalization of Huntington Station (Re: Renaissance Downtowns, LLC) was unanimously approved.

Suffolk REMSCO Meeting May 14, 2013 Notes – Bob Franz

Copies of the meeting agenda and related handouts were distributed to the Board and Chief Officers and posted on the bulletin board. Suffolk EMS Division Report March- April 2013 handout has items mentioned at the meeting denoted with a circle. Other meeting items follow: Prehospital Lifesaving Awards were presented to personnel from three agencies (Coram, Mastic Beach, East Moriches) - award pins are being explored; Since the entire council wished to be involved with proposed Article 30 redesign, the Chair appointed a work group leaders for the entire REMSCO committee for various areas (trauma, hospitals, ambulance services, physician assistant, firefighters) and also noted that Dr. Henry who was a former SEMAC chair will also be involved; it was also noted that NYC & Nassau REMSCOs would not be involved with our project (Suffolk has different issues re: demographics and population); a meeting was held with Suffolk DOH Commissioner Dr. Tomarken regarding a full time Medical Director but budget restraints is making this difficult to happen – SC Legislator Calarco will put the Chair in touch with Legislator Dr. Spencer to look at alternative solutions; Stressed citizen CPR (hands only) to improve a patient's outcome (mentioned Huntington Community's Open House CPR project) – chair is looking into an award for achieving a numerical milestone of citizens trained; Ed Stapleton also mentioned that SBU has a new program "Prehospital Resuscitation for the 21st Century" – training ambulance services in their area on resuscitation tools – cerebral oximetry, ultra sound and mechanical CPR (Lucas) as the foundation for measuring perfusion during resuscitation; FRES progressing with cataloging AED locations in the dispatch data base; also mentioned was a Pulse Point CPR program that allows individuals to register their cell phone number, upon which they will receive a notification of a cardiac arrest and nearest AED location based upon Geographic Info System (GIS); Response Committee reported that due to FRES personnel turnover, the requested 2008 response data was not received; ALS protocols – pediatric will shortly follow adult release – rollout sessions planned for June with July target for on line; New Pool signs will not be available until late June - a quantity of old signs are on hand; the proposed Water watcher bracelets will not be ordered; refrigeration was mentioned – various items have varying degrees (saline 40 degrees for post cardiac treatment) (cardizem unrefrigerated shelf life is 30days) – may need more than one refrigerator/cooler on ambulance – on last year's full service inspections, NYS DOH Brian Sherwood found many issues with climate control; website enhancements moving forward including a smartphone app for new protocols; REMSCO 2012 awards were announced – none for HCFAS but Jon Desjardins East Northport FD received BLS Provider of the Year (EMS Agency of the Year – Southampton Village EMS); NYS Senate bill S846 which requires schools to provide instruction in cardiopulmonary resuscitation requires a certified instructor – unfunded mandate – need to get bill written for hands only CPR which would not require additional funding; Agencies should participate in their town's safety officers associations. The next SEMSCO/SEMAC meeting will probably be in the fall. The next REMAC meeting is May 28, 2013 at 7PM at SCEMS in Yaphank. The next REMSCO meeting is Tuesday July 9, 2013 at 7PM at SCEMS in Yaphank.

Thank you

I wish to thank everyone for your condolences, thoughts and prayers on the passing of my nephew Ed.

Chief's Report – Martha Brenner:

- PLECTRON DETAILS STILL PENDING, CAPTAIN RUBINSTEIN AND BRIAN MILLIKEN HAVE JOINED THE COMMITTEE.
- A PROPOSAL FOR A NEW POWER STRETCHER WILL BE FORTHCOMING. AS PER THE MEMBERS AT THE GMM THERE IS OVERWELMING SUPPORT FOR THIS
- A NEW COMMITTEE IS HAS BEING ORGANIZED TO REWORK THE UNIFORM CODE.
- AT THE REQUEST OF HUNTINGTON HOSPITAL WE CO-HOSTED A DRILL ON SUNDAY 6/9
- THE CHIEF OFFICERS MET WITH HUNTINGTON HOSPITAL AT A SEMI ANNUAL MEETING. WE BROUGHT THE FOLLOWING CONCERNS: AMBULANCE WORK STATION IS ALMOST ALWAYS BLOCKED, EQUIPMENT IS BEING PUT OUTSIDE BY THE LOCKERS DIRTY, TURN AROUND TIME
- BEACH STICKERS ARE BEING DISTRIBUTED. THE CHIEF OFFICERS HAVE BEEN TO EACH CREW AT LEAST ONCE AND THEY WERE AVAILABLE AT THE JUNE GMM. MEMBERS MAY NOW OBTAIN THEM BY CONTACTING A CHIEF OFFICER, THE PRESIDENT OR THE VP.
- THE FIRST DEPUTY IS PREPARING THE ATTENDANCE REPORT FOR THE ELEIGIBILITY POLICY FOR THE PICNIC. THE TIME FAME ON THIS SOP IS EXTREMELY TIGHT. THE PICNIC IS 7/13. THE ATTENDANCE REQUIREMENTS ARE THERE FOR FROM 1/13 TO 6/13 WHICH IS THE NIGHT OF THE BOD MEETING MAKING IT ALMOST IMPOSSIBLE FOR THE REPORT TO BE FINALIZED FOR THE MEETING. THE NEXT BOD MEETING IS 6/27 AT WHICH TIME THE FINAL DECISIONS WILL NEED TO BE MADE ALLOWING ONLY 20 DAYS TO NOTIFY PEOPLE. ADDITIONALLY, LOOKING BACK OVER THE PAST YEAR THERE IS NO EVIDENCE THAT THIS POLICY HAS MADE ANY CHANGE TO ATTENDANCE BEHAVIOR.
- PRESIDENT WINTER AND I MET WITH THE DIRECTOR OF RENISSANCE DOWNTOWN. WE HELD THE MEETING HERE IN OUR BUILDING SO WE COULD SHOW THEM THE IMPACT LOSING THE COMMUTER LOT WOULD HAVE ON US. WE WERE ASSURED THEY WILL NOT ELIMINATE OUR PARKING. I BELIEVE THE BOD SHOULD FOLLOW UP WITH TOWN REPRESENTATIVES.
- A PROPOSAL HAS BEEN PROVIDED TONIGHT FOR EXTERMINATING. THIS IS THE SAME COMPANY WE USED UNTIL 2 YEARS AGO AND NO ONE SEEMS TO KNOW WHY WE STOPPED THE PROGRAM.
- EMS WEEK STIPEN IN PLACE OF SELECTED RESTAURANTS WAS WELL RECEIVED. THE TIME FRAME WAS A PROBLEM. MEMBERS WHO ARE ON DUTY FAITHFULLY BUT WHO WERE ILL OR OUT OF TOWN DID NOT RECEIVE THE STIPEND ALONG WITH ALTERNATE OVERNIGHT MEMBERS IF THIS WAS NOT THEIR WEEK. HURING DEDICATED MEMBERS WAS CERTAINLY NOT THE INTENT. I WOULD RECOMMEND A HIGHER LEVEL OF GIFT AND EMLIMINATING THE MEAL/STIPEND IN THE FUTURE.
- IN RESPONSE TO QUESTIONS FROM THE LAST BOD MEETING THAT I COULD NOT ATTEND

1. South Door #2 still in disrepair. Is there a solution and is there a date to be repaired?
   A proposal is being worked on and bids obtained to replace the motors of all north doors which would then leave parts for repairs of the south doors. The south door motors would be looked at next year. Our vendor has advised that parts are no longer available for these doors.
2. Lawn Service; insurance documents, mulching of the property and a signed contract are not complete yet.
   It is my understanding these have been provided.
3. The open garbage can in the ready room seems to be an issue. Why can't we use the recycling can(s) that were in place before?
   We have determined and found we are classified as a commercial building and as such our refuse pick up is garbage and recycling of corrugated cardboard only. The blue paper recycling bins have been removed from the building.
4. The Med Pro Contract needs to be renegotiate or do we have an alternative vendor?

I have been advised this has been provided.

5. The ceiling tiles in the General Membership Meeting Room - were they replaced after the flooding? It is a different tile than the other rooms, a dimpled tile.

No answer at this time.

6. The plates for 2-15-17 have been received, Dom has them. He said he would get the ambulance certified.

This is a time consuming project. Sect. Franz arranged the registration and 2nd DC Heavey is working on the NYS certification. Currently an appointment has been set with the state inspector for Thursday 6/14. The first appointment was cancelled by the state rep.

7. The required insurance document for the MCI drill has been received and a copy is on Dom's desk and a copy on Bob's desk.

Thank you, Huntington FC later determined this would be handled as a "24" and the insurance certificate was not required.

8. I have been questioned about the Beach stickers. I have not seen them, is there a list for the members to sign?

The email for beach pass membership list was sent to the Chief and the distribution was handled by the Chief's office. If anyone had a question they could simply have called or emailed me. The distribution began the day they were received and between the Chief Officers with help from Treasurer Canty one of us was at every shift the first week.

PARADE SEASON:
Thur. July 4 Eaton's Neck
Wed. July 17 Huntington Manor
Wed. August 7 East Northport
Thurs. August 29 Greenlawn
Signup sheets have been posted. Refreshments will be served prior to each parade accept Eaton's Neck. The Eaton's Neck parade includes a picnic following the parade for all participants and their families.

❖THE OFFICERS WOULD LIKE TO PROVIDE REFRESHMENTS AT THE PARADE ROUTE STARTS AS DO MANY FIRE DEPARTMENTS. A PROPOSAL IS ATTACHED.

Change of Status:	#	**From**	**To**	**As Of**
Brendan Fitts	1180	ELOA	Resigned	5/20/13
Loreley Villamide-Herrera	1370	FA	CL	6/6/13
Matt Moran	1391	Disp	Observer	6/4/13
Mike Petronella	1386	FA	CL	6/6/13
Patrick Stanton	1365	Aide	FA	6/6/13
Angela Wallace	1360	Aide	FA	6/6/13
*** - Already approved by the BOD**				

Director Denimarck Report:

I am not able to attend this weeks' meeting because of work.

Jacket survey was a success, I received 133 back. Attached is a pdf PowerPoint with member responses. It seems to be overwhelming for the high visibility which was a surprise. I have the folder with all the surveys on my desk if anyone wants to read through them. My next step will be pricing which I am awaiting from the rep. Any questions email me.

Old Business:
Director O'Leary mentioned that Tom Hogan sent a questionnaire to the Medi Center.

New Business:
-2014 HCAD budget must be received by the TOH by July 26th.
-Operational Officers consensus is that a new ambulance should be ordered. New Vehicle Committee Chairperson / Treasurer mentioned that there is a limited number of 2013 chassis available. 2-15-17 purchase price before trade in was $189,000.
-Questions re: proposed new jackets. What happens to EP Gear that individuals have. JD was asked to look into pants.

Motion by Robert Franz and seconded by Brian Canty to enter into Executive Session at 21:15 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 21:20 hours.

Motion by Bernard Poole and seconded by Richard Stone to adjourn the meeting at 21:20 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: June 24, 2013

Amended and approved: June 27, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: June 27, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**PRESENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**ABSENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Andrea Golinsky, Sally Stazsak, Alyssa Axelrod, Peter Nakelski, and Lehti Laas

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of June 13, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

For disposition of new members see Secretary's Report

Proposals-
The Town of Huntington Fire Chiefs' Council
Exterminating 2013
Green Light Authorization SOP change 03-2013 & Form 105 (see 7/18 for further form revision)
NYSVA&RA Pulse Check 2013 Annual Educational Conf. & Trade Show Advertisement
NYSVA&RA 2013 Pulse Check Annual Educational Conf. and Trade Show Delegates
EMS WORLDEXPO Las Vegas Convention Center 2013
NYSVA&RA 2013 Pulse Check Annual Educational Conf. and Trade Show Members
Off Site Committee Meeting
Bike Team Pilot Program
New Ambulance Purchase
Social Listing of Members Ineligible to Attend the 2013 Squad Picnic

The Town of Huntington Fire Chiefs' Council
Motion by Chief Martha Brenner, seconded by Brian Canty to accept the recommendation of Chief Brenner and authorize and approve HCFAS to host the Town of Huntington Fire Chiefs Council dinner meeting, Monday, June 24, 2013 at 7:30 PM, and authorize and approve the Special Events Committee to provide dinner at a cost not to exceed $825.00 from HCAD funds. Beer and alcohol will be taken from stocks and will be dispersed in accordance with Social

Committee Protocol SOP Article IX Section 7 by a tips certified bartender who will be engaged by the Special Events Co-Chairperson B. Canty or the Chief at no charge. The Chief will be responsible for this event.
HCAD Funds
June 18-19, 2013, e-Mail Vote Results: Roger Winter – Yes, Brian Canty – Yes, Chief Martha Brenner – Yes, Richard Stone – Yes, Robert Franz – Yes, Joseph Denimarck – Yes, Bernard Poole – Yes, Thomas O'Leary – Yes, Jeff O'Neill – no response received.
Pass: 8-0-0

Exterminating 2013
Motion by Chief Brenner and seconded by Tom O'Leary to accept the recommendation of the Bernard Poole and contact with Regal Exterminators, Inc., 200 Smithtown Boulevard, Nesconset, NY 11767, telephone 631-724-4993, contact person: Dave Newman. The initial set up of equipment at a cost of $305.00 and a cost per monthly monitoring appointment of $65.00.00 per month to maintain the IPM program as outlined in their proposal. At the time of service a list of labels and MSDS sheet(s) will be provided. A certificate of insurance with HCFAS named as additional insured and a certificate of workers compensation coverage will be required from Regal Exterminators **HCAD Funds**
June 20-21, 2013, e-Mail Vote Results: Bernard Poole – Yes, Brian Canty – Yes, Jeff O'Neill – Yes, Roger Winter – Yes, Martha Brenner – Yes, Richard Stone – Yes, Robert Franz – Yes, Thomas O'Leary – Yes, Joseph Denimarck – No
Pass: 8-1-0

Green Light Authorization SOP change 03-2013 & Form 105 (see 7/18 for further form revision)
Motion by Secretary Robert Franz and seconded by Brian Canty to approve proposed SOP change 03-2013 and Form 105 establishing eligibility criteria and rules for a green light authorization, as amended. (See below for the SOP and Form)
2/3 approval needed
MOTION APPROVED UNANIMOUSLY

NYSVA&RA Pulse Check 2013 58th Annual Educational Conference & Trade Show Advertisement
Motion by Robert Franz and seconded by Richard Stone, to authorize and approve Andrea Golinsky, the Squad's 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 2013 58th Annual Educational Conference & Trade Show journal at a cost not to exceed $200. Ad will be similar to the ad placed in 2012 journal, to be reviewed by the President and Andrea Golinsky.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

NYSVA&RA 2013 Pulse Check 58th Annual Educational Conference and Trade Show Delegates
Motion by Robert Franz and seconded by Brian Canty to authorize and approve the Squad's New York State Volunteer Ambulance and Rescue Associations (NYSVA&RA) District 7 delegate,

Andrea Golinsky and alternate delegate, Robert Franz (if either the primary delegate or alternate delegate is unable to attend, the 2nd alternate delegate Annette Hershkowitz will take his place) to attend the NYSVA&RA 2013 Pulse Check 58th Annual Educational Conference and Trade Show from Thursday, 10/17/13 to Sunday 10/20/13 held at the Crowne Plaza, Suffern, NY. Reimbursement will consist of the course and trade show registration of $165.00 per person, hotel accommodations not to exceed $140.00 per night per person, daily meals and incidental expenses allowance at the GSA per diem rate per person ($61 at 10/1/12) less 25% for travel days plus mileage and tolls. There will be no reimbursement of meals which are included as part of the conference cost (banquet dinner deduction $31 per person at 10/1/12 GSA breakdown) and alcoholic beverages will not be reimbursed. 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 registrations duties). The Thursday business meeting and Saturday evening business and banquet, including the memorial service and the Sunday morning business meeting should 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 2-15-89 or other Squad vehicle for transportation on the date of departure if the attendee requests such vehicle in lieu of HCFAS mileage reimbursement. 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 the LOSAP forms) and each delegate will submit a synopsis of an educational session attended (should not be the same session as another delegate) as part of the reimbursement documentation. Upon request of the Chief, Second Deputy Chief or 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. Reimbursement of deposits due to non-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 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 must include original receipts and be approved by the Second Deputy Chief and the Chief and be submitted to the Treasurer within 10 days of return from the conference. The Treasurer will provide the BOD an accounting for this conference at the next BOD meeting following the request for reimbursement after the conference.

HCAD funds

MOTION APPROVED UNANIMOUSLY

EMS WORLDEXPO Las Vegas Convention Center 2013

Motion by Brian Canty and seconded by Martha Brenner to accept the recommendation of Second Deputy Chief Dominic Heavey and authorize and approve up to seven (7) members to attend the EMS World Expo at the Las Vegas Convention Center between September 8, 2013 through September 12, 2013 at a registration cost of $275 per person (3 – 5), $235 (6+). The conference attendees have been paid in full as we have a credit for this year ($2,460). Hotel accommodations not to exceed $450.00 per person (inclusive of any taxes and fees, double occupancy is encouraged), Monday night, September 9, 2013 through Wednesday, September 11, 2013 (3 nights). Meals and incidental expenses not to exceed GSA federal government rate (as of 10/1/12 GSA rate is $71.00) (breakfast, lunch, and dinner) (less 25% for travel days) per day per person, providing no meals are included as part of the registration package (alcoholic beverages are excluded for reimbursement), round trip coach air fare not to exceed $400.00 per person per trip, round trip transportation from/to Huntington to/from the airport of $40.00 per person per trip, round trip shuttle bus from the airport to/from hotel not to exceed $40.00 per person. Members will attend a minimum of 3 educational sessions each day. A listing of the sessions attended and any course completion certificates received will be submitted with LOSAP forms as part of the reimbursement package, as well as a comprehensive report (submitted electronically) on at least one session attended per person that will be used as a future Review Training for our members (the attendee may be asked by the 2nd Deputy Chief to write a test on the comprehensive report) which will be given to the Second Deputy Chief within 10 days after returning from the conference. Upon request of the Chief, Second Deputy Chief, or the Board of Directors, the member must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Reimbursement of deposits or prepaid tickets due to non-attendance is the responsibility of the member, unless an exception is requested by the member in writing and approved by the Board of Directors. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and will include original receipts and a statement that no other party is paying or reimbursing the attendee for this conference or any part thereof. It will be approved by the Second Deputy Chief and Chief, and submitted to the Treasurer. Each attendee must submit a package of materials requested and paid invoices within 10 days of return from the conference to be reimbursed. The Treasurer will provide the Board of Directors an accounting for this conference at the Board of Directors meeting immediately following the request for reimbursement after the event.

HCAD funds

WE have paid for this last year and have a credit. Sandy knocked out the trips.

MOTION APPROVED UNANIMOUSLY

NYSVA&RA 2013 Pulse Check 58th Annual Educational Conference and Trade Show Members

Motion by Robert Franz and seconded by Brian Canty, to accept the recommendation of the Second Deputy Chief Dominic Heavey and authorize and approve up to six (6) members to attend the NYSVA&RA 2013 Pulse Check 58th Annual Educational Conference and Trade Show between Thursday, 10/17/13 through Saturday 10/19/13 (3 nights) held at the Crowne Plaza, Suffern, NY. Reimbursement will consist of the course and trade show registration of $165.00 per person (group package for 6 - $900.00 or $150.00 per person), hotel accommodations not to exceed $ 140.00 per night per person (double occupancy is encouraged), daily meals and incidental expenses allowance at the GSA per diem rate per person ($61 at 10/1/12) less 25% for travel days plus mileage and tolls. There will no reimbursement for meals which are included as part of the conference cost (banquet dinner deduction is $ 31.00 per person at 10/1/12 GSA breakdown) and alcoholic beverages will not be reimbursed. Members will attend a minimum of 3 educational sessions each day. A listing of the sessions attended and any course completion certificates received will be submitted with LOSAP forms as part of the reimbursement documentation, as well as a comprehensive report (submitted electronically) on at least one session attended per person that can be used as a future Review Training for our members (the attendee may be asked by the Second Deputy Chief to write a test on the comprehensive report) which will be given to the Second Deputy Chief within 10 days after returning from the conference. Upon the request of the Chief, Second Deputy Chief or the Board of Directors, the member must be available to make a report as determined by the requestor concerning one of the educational sessions attended. Reimbursement of deposits or prepaid tickets due to non-attendance is the responsibility of the member, unless an exception is requested by the member in writing and approved by the Board of Directors. Reimbursement will be in accordance with HCFAS Purchasing Policy and will include original receipts and a statement that no other party is paying or reimbursing the attendee for this conference or any part thereof. It will be approved by the Second Deputy Chief and Chief, and will be submitted to the Treasurer within 10 days of return from the conference. The Treasurer will provide the Board of Directors an accounting for this conference at the Board of Directors meeting immediately following the request for reimbursement after the event.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Off Site Committee Meeting

Motion by Roger Winter and seconded by Thomas O'Leary to permit the Hands Only CPR committee members to meet at committee member's residence. The committee is scheduled to meet this Saturday, June 29, 2013, from 1500 to 1700 at 9 Melody Lane, Huntington, NY 11743; Carolyn Corkett personal primary residence. It is further understood that no alcoholic beverages shall be consumed during the meeting.

Members who are expected to attend include: Andrew Taylor, Israel Cortes, Kelly Murphy, Kristin VanBenschoten, and Kathy Castillo.

The committee tried to meet at the squad several times but we were never able to accomplish our agendas.

Many of us work multiple jobs, ride with multiple agencies, so scheduling a meeting time that did not conflict with member's shifts and personal obligations was very difficult. Thus, expeditiously covering all matters undisturbed is better facilitated when we meet at my home.

Yes: TO, RF, RS, BC,MB No: BP, JD

MOTION APPROVED

Bike Team Pilot Program (Note: the following motion was made under the Chief's Report)

Motion by Bernard Poole and seconded by Brian Canty to allow a pilot program of the bike team to patrol Huntington Village when able to be appropriately staffed under the guidance and authorization of the Chief's office. Times of operation shall not go past 10:00 P.M. The Chief will report back at the August 22, 2013 BOD meeting.

Yes: RS, JD, TO, BP, MB,BC No: RF

MOTION APPROVED

New Ambulance Purchase (Note: the following motion was made under Old Business)

Motion by Brian Canty and seconded by Martha Brenner to sign a Letter of Intention between Long Island Proliner and Huntington Community First Aid Squad, Inc., to purchase a 2013 Chevrolet G4500 as per our multiyear multi vehicle contract dated May 14, 2008 for new Road Rescue Ultramedic Superduty Ambulances, approved by the Board of Directors on June 4, 2008. The cost of the ambulances is $168,000 for a 2008 chassis. It is also understood that LI Proliner will take a currently owned ambulance as trade in which will be deducted from the final cost. Additionally, in accordance with the contract we understand the cost for future vehicles is subject to verifiable price increases that will be passed along by the manufacturer when the cost of raw materials and/or chassis results in a price increase of 2% to 3% per model year to the dealer. It is also understood that delivery shall be made by December 31, 2013 and there shall be one inspection trip for a total of 4 people no later than November 30, 2013.

Motion by Chief Martha Brenner and seconded by Bernard Poole to move the motion.
Yes: RS, JD, TO, BP, MB, BC Abstain: RF
MOTION APPROVED

On the motion:
Yes: RS, JD, TO, BP, MB, BC Abstain: RF
MOTION APPROVED

Social Listing of Members Ineligible to attend the 2013 Squad Picnic (Note: The following motion was made after the executive session)
Motion by Martha Brenner and seconded by Brian Canty to accept the Chief's listing of members not eligible to attend the Squad Picnic on July 13, 2013, as amended, in accordance with SOP Article IX Section 1-1 . Operational members not eligible to attend will be notified by the Chief and administrative members by the Vice President.
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:

Motion by Brian Canty seconded by Bernard Poole to accept the following for payment in accordance with the PPPs and previous Board of Directors' motions:

Jun 13, 2013 to Jun 27, 2013 HCAD 25 Checks Totaling $27,373.77
Jun 13, 2013 to Jun 27, 2013 HCFAS 13 Checks Totaling $ 7,975.99
MOTION APPROVED UNANIMOUSLY

Transfers
June 25, 2013 $25,000 HCAD Savings to HCAD Checking

EMS Week Accounting
The EMS Week meal distribution was $2,260.

Over Due And Soon to be Past Due Bills

Dress Uniform Committee

Vendor	Date	Amount Due
All American Awards & Uniforms Inc.	May 08, 2013	$ 594.36

2-15-33

Vendor	Date	Amount Due
Five Star Equipment Repair & Service	February 28, 2013	$ 463.50
Action Air Refrigeration Service	May 14, 2013	$ 180.00

	May 17, 2013	$ 566.83
	May 29, 2013	$ 240.00
	June 10, 2013	$ 388.93
Syosset Ford Lincoln of Huntington	May 31, 2013	$ 834.27

Secretary's Report –Robert Franz:

New Members:

Motion by Robert Franz and seconded by Thomas O'Leary to accept Elizabeth Wuestman as a new probationary member #1399, Shift: Tuesday 0700 in accordance with Article III, Section 2 of the By-Laws. (dispatch only pending complete medical clearance).

Yes: RS, TO, BP, MB, BC Abstain: RF, JD

MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Cynthia Feliciano as a new probationary member #1400, Shift: Friday 1100 in accordance with Article III, Section 2 of the By-Laws. (dispatch only pending complete medical clearance).

Yes: RS, RF, TO, BP, MB Abstain: BC, JD

MOTION APPROVED

Insurance - MVA update – 6/7/13 2-15-81, we paid $300 for the other vehicle's driver's side mirror that was hit.

I am still waiting for the Purloiner's estimate on 2-15-21 MVA on 4/15/13 which was reported to our insurance carrier.

LOSAP 2012 Point Listing - The approved LOSAP 2012 Point Listing was received from the TOH for the mandatory 30 day posting period. List was posted on June 17, 2013. Penflex was informed of the late receipt of the list.

HCFAS Scholarship – The four HCFAS scholarship checks were mailed. Then mailing of the four anonymous donation scholarships are in process.

12 Railroad Street Variance – As I mentioned in my 6/12 email and at the last meeting, on 6/13 owner Dennis Freres is requested a variance from the TOH ZBA to legalize two buildings on one lot.

District 7 Delegate- Andrea Golinsky

The District 7 meeting for June took place at Wyandanch/Wheatley Hgts Vol Ambulance Corps.

Topics discussed or reported were:

A report of the REMSCO meeting held in Yaphank on May 14th

A recap of the Suffolk County Recruitment meeting was distributed

PulseCheck 2013 was discussed and members were reminded to get their registrations in as early as possible as the number of participants has been increasing each year.

Each delegate is encouraged to get their squad to purchase a journal ad and sponsor a drill trophy.

Delegates were also encouraged to solicit journal ads from their local vendors.

On the ballot this year will be a By –law amendment changing the recipient of squad proxies from the secretary to the Credentials Committee Chair.

Copies of a New York State Technical Memorandum TSM-M-13(3)M were made available. This memorandum refers to the reimbursement of petroleum business tax for Fire Department and Volunteer Ambulance Squad vehicles

A report was given by Andrea Golinsky on the meetings that took place with Legislators at the NYSVARA Legislative Day that took place May 6th.

Andrea also reported on the First Responders Educational Day (FRED) that was sponsored by Nassau County REMSCO in Bethpage. Attendees were given credit for 8 hours of CMEs. It was generally agreed by those in attendance that some of the seminars were strictly fire fighter related.

Chairman Bob Franz appointed a nominating committee for the upcoming election to be held in August.

There will be no meeting in July—next meeting is August 20th at South Country Ambulance.

Chief's Report – Martha Brenner:

- PLECTRON DETAILS STILL PENDING, CAPTAIN RUBINSTEIN AND BRIAN MILLIKEN HAVE JOINED THE COMMITTEE.
- A PROPOSAL FOR A NEW POWER STRETCHER WILL BE FORTHCOMING. THE 2ND DC HAS MET WITH STRYKER AND THEY WILL BE SENDING INFO
- A NEW COMMITTEE IS HAS BEING ORGANIZED TO REWORK THE UNIFORM CODE. IS THERE ANY UPDATE FROM THE LIAISON?
- BEACH STICKERS HAVE BEEN DISTRIBUTED. A REMINDER WILL BE IN THE JULY PULSE THAT ANYONE WHO HAS NOT RECEIVED ONE MAY CONTACT A CHIEF OFFICER, THE PRESIDENT OR THE VICE PRESIDEN
- SOCIAL ELIGIBILITY FOR PICNIC SENT SEPERATELY
- A LETTER TO THE TOWN OF HUNTINGTON REGARDING THE MASTER PLAN FROM RENISSANCE DOWNTOWN AND HOW IT WILL IMPACT OUR PARKING SITUATION HAS BEEN DRAFTED AND I AWAIT A RESPONSE FROM PRESIDENT WINTER AFTER HIS REVIEW. A PROPOSAL HAS BEEN PROVIDED TONIGHT FOR EXTERMINATING. THIS IS THE SAME COMPANY WE USED UNTIL 2 YEARS AGO AND NO ONE SEEMS TO KNOW WHY WE STOPPED THE PROGRAM.

- HVAC THERE ARE SEVERAL PROBLEMS REGARDING THE UPDATING OF THE HVAC CONTROL SYTEM. FIRSTLY, THE 3RD DEPUTY CHIEF IN CHARGE OF THE BUILDING DOES NOT HAVE ANY CONTROL AND HAS NEVER BEEN BROUGHT INTO DISCUSSION OF HOW THE SYSTEM WORKS. THERE ARE NO NOTICES POSTED AS TO WHOM TO CALL OR HOW THIS SYSTEM IS DESIGNED TO WORK. THERE ARE DIFFERENCES OF OPINION BETWEEN OUR CONTRACTED HVAC REPAIR COMPANY AND THE INSTALLER. THERE NEEDS TO BE A MEETING WITH THE 3RD DC OR MYSELF AND THE TWO COMPANIES TO CLAFIFY ISSUES. THERE NEEDS TO BE A POSTED NOTICE IN SEVERAL AREAS AS TO WHO TO CONTACT IF THERE IS A NEED TO ADJUST OFF SITE. I WAS TOLD BY PRESIDENT WINTER THAT THE CONTROL IS IN THE HANDS OF HIMSELF AND TREASURER CANTY. I AM CONFUSED AS TO WHY THESE TWO WOULD HAVE THIS CONTROL AND NOT THE 3RD DC AND THE CHIEF OF OPERATIONS. JUST FYI WE HAD A DISPATCH TRAINEE TAKE HIS DISPATCH TEST IN A 92 DEGREE ROOM. HE WAS OFFERED THE OPTION TO POSTPONE BUT DECLINED.
- BIKE TEAM PATROLING THE VILLAGE MAY BEGIN AS SOON AS THIS WEEKEND. EVERYONE SEEMS TO BE IN FAVOR. I RECEIVED A FEW COMMENTS BACK AND THEY HAVE BEEN TAKEN TO THE COMMITTEE AND REVIEWED.
- DONATIONS: LIVINGHUNTINGTONSOCIAL, A COUPON OFFER WEBSITE ASKS YOU TO SELECT A LOCAL CHARITY FOR THEM TO MAKE A DONATION TO WHEN YOU MAKE A PURCHASE. LivingHuntington [email@e.livinghuntington.com] THERE ARE A NUMBER OF LOCAL GROUPS ON THE SITE. PERPAPS THE FUND DRIVE LIAISON COULD CONTACT THEM AND SEE HOW WE GET OUR NAME AS A POTENTIAL SELECTION
- PUBLIC RELATIONS. THE HUNTINGTON PATCH CONTINUALLY PUTS US AS AN "OH, AND THE PATIENT WAS TRANSPORTED BY HCFAS" WITH LITTLE OR NO COMMENT AS TO WHAT WE ACTUALLY DO. I HAVE HAD SOME DIALOG WITH ANDERA GOLINSKY ON THIS MATTER. I SUGGESTED WE HAVE THE CL CALL HER ON RETURN TO THE BUILDING SO SHE CAN GET ALL OF THE INFO AND GET THE INFO TO THE PATCH ASAP. THIS WILL GIVE THE PATCH MORE INFO ON US AND NOT HAVE THEM RELY ON THE SCPD'S STATEMENTS. IT IS DEMORALIZING FOR OUR MEMBERS IN PARTICULAR OUR ALS PROVIDERS TO BE IGNORED IN THESE PRESS NOTICES. JUST FYI WE HAD 5 MEMBERS INCLUDING 2 ALS PROVIDERS AT THE MOTORCYCLE MVA YESTERDAY AND THIS IS THE RELEASE:

A motorcyclist was killed Tuesday afternoon in a collision in Cold Spring Harbor.

Suffolk County Police Second Squad detectives said that Andrew Garafalo, 21, was operating a 2007 Kawasaki motorcycle south on Woodbury Road, when he crossed a solid double yellow line to pass another vehicle also traveling south at 4:50 p.m.

Popular Stories

Garafalo struck a 2001 Nissan SUV which was turning left from Saw Mill Road to travel north on Woodbury Road, police said.

The operator of the 2001 Nissan, Sean Phillips Mayoka, 19, of Cold Spring Harbor, was not injured.

Second Precinct officers and members of the Advanced Life Support MedCAT team responded. Garafalo was transported to Huntington Hospital via Huntington Community First Aid Squad where he was pronounced dead.

Both vehicles were impounded for a safety check and the investigation is continuing. Detectives are asking anyone with any information to contact the Second Squad at 631-854-8252.

Garafalo graduated from Walt Whitman High School in 2009. He was a member of the fencing team and the marching band.

PARADE SEASON:

Thur. July 4 Eaton's Neck

Wed. July 17 Huntington Manor

Wed. August 7 East Northport

Thurs. August 29 Greenlawn

Signup sheets have been posted. Refreshments will be served prior to each parade accept Eaton's Neck. The Eaton's Neck parade includes a picnic following the parade for all participants and their families.

President's Report – Roger Winter:

- Bernard Poole has been asked to contact Dennis Freres, the owner of 12 Railroad Street in regards to any interest of selling the property. Bernard has his home address, e-Mail. I am looking for his telephone number to assist him.
- We needed an upgrade from Optimum to accommodate our new Ecobee system and the reporting of the energy usage to the monitoring station with
- M.C. Alliance. Our Optonline internet service will now have Boost + service at an additional cost of $15.00 a month. It will run three times faster.
- Regal Exterminating has been contacted. We have requested a contract. At this time we haven't received one yet but I am told they will fax one by Thursday 6/27/13.
- I am working hand in hand with Third Deputy Chief Vito Reciniello regarding the problem with the air conditioning unit RTU #5 on the roof. It doesn't respond to request for air conditioning for the second floor committee room and the Fund Drive Room. Traditional Air Conditioning has been notified and also M.C. Alliance, Lou Savarese.
- Also Third Deputy Chief and I have contacted Lund Valve testing to inspect our back flow devices on July 23, 2013. A report will be sent to Suffolk County Water Authority when the results are received.

- Patient handling devices contract – Medpro & Stryker. I am reviewing the contracts with both companies with Second Deputy Chief Dominic Heavey to determine which will serve our need the best. We will have a motion ready by the next meeting.

Director O'Leary Report:
Medicenter Letter proposal and response by Medical Committee Chair Tom Hogan.

Old Business:
Uniform Code: Director Denimarck said it was being worked on.
Director Poole will inquire about the property next door.
Treasurer Canty spoke about the new ambulance purchase (see motions for disposition).

New Business: None

Motion by Chief Martha Brenner and seconded by Brian Canty to enter into Executive Session at 22:05 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 22:25 hours.

Motion by Bernard Poole and seconded by Brian Canty to adjourn the meeting at 22:30 hours.
MOTION APPROVED UNANIMOUSLY

Proposed SOP Change
03-2013

Proposal:
Green light authorization

Background/Justification:
The current SOP refers to green light authorization only in that a form must be signed. There are no rules. As we do not allow members under 21 to drive our vehicles a majority of the officers are in agreement that green light authorization should conform to the same rules. Additionally no member should be responding to calls without authorization. This SOP will clarify green light usage.

Article VIII, Section 4, Paragraph 3 to read as follows:

Green Light Authorization (Form 105) - To be filled in by member and submitted to the Chief. The requesting member must be at least 21 years of age and off probation. The approved authorization remains in effect unless revoked by the Chief or his designee.

When approved, the member is authorized to display a green light on a motor vehicle operated by him as provided by Section 375 of the Vehicle and Traffic Law and in accordance with the rules and regulations of the Department of Motor Vehicles of the State of New York and the Huntington Community First Aid Squad.

The use of the green light is allowed only when the member has been approved by the Dispatcher or officer in charge to respond to headquarters or a specified scene location.

The green light may be used for identification purposes if the member comes across an emergency scene.

As amended by BOD 6/27/13

HCFAS

Request for Green Light Authorization

Name: ______________________ Membership #: ____________________

Address: ______________________ EMT #: ____________________

Town: ______________________ EMT Expiration: ____________________

Primary Shift: ______________________ Operational Status: ____________________

As an active operational member, I hereby apply to the Chief of the Huntington Community First Aid Squad for authorization to display a green light on my private motor vehicle. The use of the green light is allowed only when the member has been approved by the Dispatcher or officer in charge to respond to headquarters or a specified scene location.

I understand that according to Section 375 of the New York State Vehicle and Traffic Law, that this green light **does not** permit me to break **ANY** traffic laws. While the green light is in use, it does not permit me to pass a red traffic signal or stop sign, or to exceed the posted speed limit.

I understand that the Huntington Community First Aid Squad will not accept liability for any vehicle that is involved in a traffic accident or receives a traffic summons while en route to an emergency call if **ALL** traffic laws are not observed.

I further understand that if I am involved in a motor vehicle accident with a green light in use, my personal insurance company will be my representative and will provide primary coverage.

The green light may be used for identification purposes if the user comes across an emergency scene. Under **NO** circumstances may the green light be used for "Ambulance Chasing" or responding to scenes without proper authorization.

I have read and understand the above listed rules and regulations of green light authorization and agree to follow all of the rules pertaining to green light users as listed in section 375 of the New York State Vehicle and Traffic Law and the Huntington Community First Aid Squad. I further understand that this authorization can be revoked by the squad Chief or his designee at any time.

Member Signature: ______________________________ Date: ____________

Chief Signature: ______________________________ Date: ____________

HCFAS Form #105 Approved by BOD 06/27/2013

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: July 16, 2013

Amended and approved: August 8, 2013

MOTION APPROVED

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: July 18, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**PRESENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**19:42 Hours**
Bernard Poole (BP)	**19:44 Hours**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Andrea Golinsky; Lehti Laas – 21:05 Hours

Meeting called to order at: 19:30 hours

Secretary Franz requested that the draft minutes of June 27, 2013 be held for approval at the next meeting since the draft was emailed to directors only two days ago.

For disposition of new members see the Secretary's Report.
Director Jeffrey O'Neil arrived at 19:42 hours prior to the vote on the last prospective new member and Director Bernard Poole arrived at 19:44 hours after the vote on the last prospective new member.

Proposals-
Medpro US Inc. Maintenance Contract – motion and vote via email
Adopt a policy of "briefly" screening prospective members' applications
MediCenter for new member medical screening
The Korean War Memorial Journal
Revision to Form 105 Green Light Authorization
HCAD Budget Proposal 2014

Medpro US Inc. Maintenance Contract 2013
Motion by Roger Winter and seconded by Bernard Poole to accept a three year contract with Med Pro US Inc. to service our patient handling equipment. Also to provide documentation both on a web site and individual tags attached to each device indicating inspection and date. It is understood by Medpro US Inc., that this contact may be rolled over yearly thereafter. The cost for service is $3,225.00 for 7 prams this includes the extra powered pram, 6 Stair Chairs and 6 cot fastener lockdown mechanisms, as outlined in the revised quote of 7/9/13. Med Pro US Inc. must provide a Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage.
HCAD funds

Vote: Roger Winter – yes, Bernard Poole - yes, Chief Martha Brenner - yes, Richard Stone - yes, Robert Franz - yes, Brian Canty - yes, Joseph Denimarck - yes, Thomas O'Leary – yes, Jeff O'Neill – no response
Date of e-Mailed Revised Motion: 7/9/13
Results: 8-0-0

Adopt a policy of "briefly" screening prospective member's applications
Motion by Thomas O'Leary and seconded by Brian Canty to have the Board of Directors adopt a policy of "briefly" screening prospective members applications for irregularities and negative comments by the interviewing panel, before they are given permission to take a squad physical. Once they have received a physical, their completed application will be brought before the BOD for membership.
MOTION APPROVED UNANIMOUSLY

MediCenter
Motion by Thomas O'Leary and seconded by Martha Brenner to have the Board of Directors consider using the MediCenter, at 234 West Jericho Turnpike, Huntington, NY 11743 for new member medical screening.
HCAD funds
Yes: RW, RS, MB, BP, TO No: BC, RF, JD, JO
MOTION APPROVED

The Korean War Memorial Journal
Motion by Richard Stone and seconded by Robert Franz to approve the purchase of a White Page support advertisement for the Korean War Memorial Journal, at the cost of $100.00. This is Check is payable to: Huntington Human Services Institute, Inc. PIO Andrea Golinsky will approve the final document.
HCFAS funds
Yes: RW, RS, RF, JD, JO No: BC, MB, BP, TO
MOTION APPROVED

Form No. 105 Green Light Authorization Revision
Motion by Secretary Robert Franz and seconded by Brian Canty to approve further changes to the green light authorization Form No. 105 as presented.
MOTION APPROVED UNANIMOUSLY

The following motion was approved under the Treasurer's Report.
HCAD Budget Proposal 2014
Motion by Treasurer Brian Canty and seconded by Joseph Denimarck to accept the proposed 2014 HCAD budget of $1,865,003 representing a 2% increase as submitted by the Budget and Finance Committee for submission to the Town of Huntington.
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:

Motion by Brian Canty seconded by Bernard Poole to accept the following for payment in accordance with the PP and previous Board of Directors' motions:

Jun 27, 2013 to Jul 18, 2013 HCAD 39 Checks Totaling $36,518.87
Jun 27, 2013 to Jul 18, 2013 HCFAS 4 Checks Totaling $ 9,323.38
Jun 27, 2013 to Jul 18, 2013 POST 1 Check Totaling $ 45.66
MOTION APPROVED UNANIMOUSLY

Transfers
July 5, 2013 $25,000 HCAD Savings to HCAD Checking

Picnic Accounting
The Picnic accounting was distributed via email to the directors.

Lehti Laas phoned into meeting at 21:05 hours.

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

Name	Membership #	Type	From	To	Day
Todd Atkin	993	MLOA	6/11/13	9/11/13	Tuesday
William (Michael) Barker	862	OLOA	7/27/13	10/27/13	Saturday
Krystal Cruz	1211	OLOA	6/28/13	9/28/13	Friday
Laurie Hoffmann	1243	EMLOA	7/28/13	10/15/13	CO8
Ann Maloney	921	OLOA	6/25/13	9/25/13	Monday
Donna Smith	1193	OLOA	7/18/13	10/18/13	Thursday
Kristin Tiersch	1333	MLOA	6/21/13	9/21/13	Monday
Nathaniel Watts	1316	MLOA	7/1/13	10/1/13	Monday

MOTION APPROVED UNANIMOUSLY

Return to Duty:	#	Return Date	From	To	
Eileen Burns	767	6/23/13	MLOA	Dispatch Only	
Richard Gierbolini	1124	7/5/13	MLOA	Dispatch Only	
Spencer Newman	1082	6/17/13	Ext MLOA	Active	
Donald Roulo	1017	3/18/13	Ext OLOA	Active	
Carlos Suarez	1103	6/9/13	ELOA	Active	
Kristin Tiersch	1333	6/21/13	MLOA	Dispatch Only	
Kristin Tiersch	1333	7/4/13	Disp Only	Active	

Janet Zapata	1203	7/1/13	OLOA	Active	

Membership Status Change:

Motion by Robert Franz and seconded by Chief Martha Brenner to grant the following 7/1/13 Status Change request: Operational membership to Associate membership for Karen Maresco, member #999, effective 7/18/13.
2/3 approval needed
Yes: RS, BC, RF, MB, BP, JD, TO, Abstain: JO
MOTION APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the 6/28/13 resignation of probationary member Ralph Murphey, member #1372, effective 7/18/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the7/16/13 resignation of Angela Wallace, member #1360, effective 7/18/13.
MOTION APPROVED UNANIMOUSLY

Probation Ending:

Motion by Robert Franz and seconded by Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Shayna Castagna, member #1381, eligible 7/7/13, effective 7/18/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Douglas Mayer, member #1384, eligible 7/7/13, effective 7/18/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Michael Petronella, member #1386, eligible 6/21/13, effective 7/18/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Loreley Villamide-Herrera, member #1370, eligible 2/11/13, effective 7/18/13.
MOTION APPROVED UNANIMOUSLY

New Members:
Motion by Robert Franz and seconded by Thomas O’Leary to accept Marc Zimbardi as a new probationary member #1401, Shift: Sunday 1900 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY (BP & JO not present)

Motion by Robert Franz and seconded by Thomas O'Leary to accept Susan Taddonio as a new probationary member #1402, Dispatch Only, Shift: Saturday 1100 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY (BP & JO not present)

Motion by Robert Franz and seconded by Thomas O'Leary to accept Afsaneh Mardani as a new probationary member #1403, Shift: Monday 2300 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, MB, TO, JD   No: BC, JO
MOTION APPROVED

VAWB – Injuries:
-On July 8, 2013 a member was bitten by a dog while on a call and was treated at HH ED. This will be processed as a first aid case and not submitted to the NYSIF for payment.
-On July 11, 2013 a member had her left knee buckle while removing the power pram from the rig due to the pram legs not lowering and not latching onto holder –pram came straight out and hit the ground. No medical treatment required.
-On July 11, 2013 a member injured their right shin due to the front of the dispatch console metal cabinet falling and making contact with the member. No medical treatment required.

Insurance - I am still waiting for the Proliner's estimate on 2-15-21 MVA on 4/15/13 which was reported to our insurance carrier. An estimate that was received was for the other side of the vehicle and included the additional installation of diamond plate rather than a repair of the vehicle to its original state.

LOSAP 2012 Point Listing - The listing will be hand delivered to the TOH Comptroller after the mandatory 30 day posting period ends on 7/17/13. There were no reported changes to the listing.

NYSVA&RA Special Awards: The deadline is August 31, 2013. Nomination form can be found on NYSVA&RA website and can be submitted on line. Suggestion: Use NYSDOH/REMSCO submissions for these awards.

NYSVA&RA Scholarships: Article was printed in the July Pulse and the application is posted on the bulletin board with additional applications placed on the counter above the members' mail folders.

HCFAS Scholarship – all scholarship checks were mailed including the four applications covered by the anonymous donation of $2,000.

Suffolk REMSCO Meeting July 9, 2013 Notes – Bob Franz
Copies of the meeting agenda and related handouts were emailed to the Board and Chief Officers and posted on the bulletin board. Suffolk EMS Division Report May- June 2013 handout has items mentioned at the meeting denoted with a check mark. Other meeting items follow:
Approved the transfer of Operating Authority for Five Counties d/b/a AMR to Medic East II

Corp d/b/a Medic East; Prehospital Lifesaving Awards & Pins were presented to personnel from Port Jefferson Ambulance; prior to the September meeting there will be an Article 30 redesign meeting and the results will be presented to the full council afterwards; a preliminary draft of REMSCO/REMAC Gold Medal Community Rescuer Award program to promote citizen CPR in SC was distributed; New Pool signs are available & were distributed (contact Andrea Golinsky); a few Stony Brook Children's Hospital Water Watcher bracelets with whistle were available; website enhancements moving forward including a smartphone app for new protocols; Jon Desjardins East Northport FD received the State EMS BLS Provider of the Year award; REMSCO's annual award presentation ceremony will probably be in early November; the proposed Dangerous Driving conference has been cancelled – looking into a different topic; LaGuardia College has a few paramedic scholarships available; the REMAC draft 5/28 meeting summary was distributed. The next SEMSCO/SEMAC meeting will probably be in October or November. The next REMAC meeting is Tuesday July 23, 2013 at 7PM at SCEMS in Yaphank. The next REMSCO meeting is Tuesday September 10, 2013 at 7PM at SCEMS in Yaphank.

Chief's Report – Martha Brenner:

- PLECTRON DETAILS STILL PENDING, CAPTAIN RUBINSTEIN AND BRIAN MILLIKEN HAVE JOINED THE COMMITTEE. IAM TOLD THEY ARE WAITING ON ONE MORE QUOTE
- A PROPOSAL FOR A NEW POWER STRETCHER WILL BE FORTHCOMING. THE 2ND DC HAS MET WITH STRYKER AND THEY WILL BE SENDING INFO
- A NEW COMMITTEE IS HAS BEING ORGANIZED TO REWORK THE UNIFORM CODE. IS THERE ANY UPDATE FROM THE LIAISON?
- BEACH STICKERS HAVE BEEN DISTRIBUTED. THEY JULY PULSE INCLUDED A NOTE ON HOW TO OBATIN ONE IF NEEDED. ALL CHIEF OFFICERS AND THE PRESIDENT AND VP HAVE ACCESS
- SOCIAL ELIGIBILITY FOR PICNIC WENT WELL WITH A LIMITED NUMBER OF COMPLAINTS.
- A LETTER TO THE TOWN OF HUNTINGTON REGARDING THE MASTER PLAN FROM RENISSANCE DOWNTOWN WAS SENT AND A COPY PREVIOUSLY DISTRIBUTED TO ALL BOD MEMBERS AND OPERATIONAL OFFICERS.
- BIKE TEAM PATROLING THE VILLAGE MAY IS EXPECTED TO BEGIN THIS WEEKEND
- PUBLIC RELATIONS A NOTICE TO CONTACT THE PIO ON ANY "NOTABLE CALLS" HAS BEEN POSTED BY THE ROSTER AND IN THE DISPATCH OFFICE.
- ISSUES HAVE BEEN NOTED WITH DIPATCH BROADCASTING. THE CHIEF DISPATCHER HAS MAY DAY COMING IN TO INVESTIGATE. ADDITIONALLY OCTOBER WITLL BE DISPATCH TRAINING WITH CLASSES SCHEDULED FOR ALL WHO ARE UNCOMFORTABLE DISPTACHING. NO ONE IS EXCUSED FROM BEING A DISPATCHER.

- ❖ THE HEAT IS A PROBLEM FOR OUR DRUGS BOTH ALS AND BLS. CHIEF HEAVEY AND EX-CAPTAIN KEITH DAVIS ARE INVESTIGATION PORTABLE REFRIGERATION UNITS. IN THE MEANTIME 2-15-19 AND 2-15-20 HAVE BEEN MADE BLS ONLY
- ❖ NEW 17 IS SCHEDULED TO GO OUT TO PROLINER FOR REPAIRS TO SEVERAL ITEMS FOUND TO BE AT ISSUE: THE REFRIGERATION UNIT IS NOT WORKING, THE O2 GUAGE IS ON METRIC, THE GAS GUAGE IS NOT WORKING. I AM KEEPING THE NEW VEHICLE COMMITTEE INFORMED SO THAT THEY CAN FOLLOW UP THESE CONCERNS WITH THE NEW AMBULANCE WE HAVE ORDERED.
- ❖ THE MOUSE PROBLEM SEEMS TO BE IMPROVING WITH FEWER REPORTS
- ❖ 2ND QUARTER COMPANY 8 REPORT IS ATTACHED. LETTERS ARE GOING OUT TO SEVERAL MEMBERS. ONE OR TWO MAY BE REMOVED FROM COMPANY 8, THE CHIEF OFFICERS HAVE NOT HAD A MEETING SINCE THE REPORT WAS FINALIZED.

PARADE SEASON:

~~Thur. July 4 Eaton's Neck~~

~~Wed. July 17 Huntington Manor~~

Wed. August 7 East Northport

Thurs. August 29 Greenlawn

Signup sheets have been posted. Refreshments were served prior to the HMFD parade and it went very well. Attended by 6 officers and 2 bod members, 8 out of 19.

Company 8 Hours:
Reports for the 1st and 2nd Quarters of 2013 were distributed and reviewed. The Chief will report back to the Board after a further review is completed by the operational officers.

Change of Status:	#	**From**	**To**	**As Of**
Nathan Bruskin	1380	Aide	FA	7/15/13
Louis Dell	1388	Disp Trainee	Observer	6/25/13
Patrick Donegan	1383	Disp Trainee	Observer	6/11/13
Steeven Jean	1349	FA	ACL	7/15/13
Joseph Kaempf	1389	Aide	FA	7/1/13
George Reeder	1328	CL	CL/DR	7/1/13

President's Report – Roger Winter:

- Life Membership_– Investigating a new committee.
- Membership Badges – The badges have been received and distributed to Chief Brenner.

- Committee List for 2013 –The list has been updated at this time. Requests have been made to participate on committees. I am always asking committee chairpersons for their recommendations.
- ID Badge System –Working on designing a green light permission card.
- Fund Drive – The next Mailing #2 went out July 9, 2013.
- MC Alliance project: Additional monitoring equipment has been installed to better gauge our electrical usage.

Director O'Leary Report:
New Member Applications - Check the new member applications in the mail box for review.

Old Business:
Status of new winter jackets: Director Denimarck said it was in progress.
Prospective member flow sheet: suggestion to add a column for medical screening date.
Crestwood Day Camp was a good site for the annual picnic.

New Business:
Next meeting will be August 8th and the following one will be September 12th.

Motion by Joseph Denimarck and seconded by Bernard Poole to adjourn the meeting at 21:30 hours.
MOTION APPROVED UNANIMOUSLY

HCFAS
Request for Green Light Authorization

Name:	___________________________	Membership #:	_______________________
Address:	___________________________	EMT #:	_______________________
Town:	___________________________	EMT Expiration:	_______________________
Primary Shift:	___________________________	Operational Status:	_______________________

As an active operational member, I hereby apply to the Chief of the Huntington Community First Aid Squad for authorization to display a green light on my private motor vehicle. The use of the green light is allowed only when the member has been approved by the Dispatcher or officer in charge to respond to headquarters or a specified scene location.

I understand that according to Section 375 of the New York State Vehicle and Traffic Law, that this green light **does not** permit me to break **<u>ANY</u>** traffic laws. While the green light is in use, it does not permit me to pass a red traffic signal or stop sign, or to exceed the posted speed limit.

I understand that the Huntington Community First Aid Squad will not accept liability for any vehicle that is involved in a traffic accident or receives a traffic summons while en route to an emergency call if **<u>ALL</u>** traffic laws are not observed.

I further understand that if I am involved in a motor vehicle accident with a green light in use, my personal insurance company will be my representative and will provide primary coverage.

The green light may be used for identification purposes if the user comes across an emergency scene. Under **NO** circumstances may the green light be used for "Ambulance Chasing" or responding to scenes without proper authorization.

I have read and understand the above listed rules and regulations of green light authorization and agree to follow all of the rules and regulations pertaining to green light users as listed in section 375 of the New York State Vehicle and Traffic Law, the NYS Department of Motor Vehicles and the Huntington Community First Aid Squad. I further understand that this authorization can be revoked by the squad Chief or his designee at any time.

Member Signature: ______________________________ Date: ____________

Chief Signature: ______________________________ Date: ____________

HCFAS Form #105 Approved by BOD 07/18/2013

Huntington Community Ambulance District
Approved 2014 Budget

Name	2014 Request
EMS Supplies	**$ 122,175**
Vehicles	**$ 247,100**
Building	**$ 126,420**
Utilities	**$ 109,652**
Communications	**$ 71,075**
Professional Fees	**$ 75,955**
Insurance	**$ 267,000**
Office	**$ 40,170**
Uniforms	**$ 45,000**
Members Inspection	**$ 44,000**
Training	**$ 52,040**
Public Relations	**$ 8,000**
Subsistence	**$ 29,531**
Bond Interest	**$ 585,000**
Other Expenditures	**$ 41,885**
	$ 1,865,003

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: July 30, 2013

Amended and approved: August 8, 2013
MOTION APPROVED

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: August 8, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**ABSENT**
Chief Martha Brenner (MB)	**19:33 hours**

Guests: Timothy Ebert, Sally Staszak, Dominic Heavey, Vito Reciniello, Patricia Reciniello, Lehti Laas (phone), Tim Glynn of Glynn Mercep and Purcell, LLP

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of June 27, 2013 as amended.
Yes: RS, RF, JO, TO Abstain: BC
MOTION APPROVED

Chief Martha Brenner arrived at 19:33 hours

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of July 18, 2013 as amended.
Yes: RS, RF, JO, TO, BC Abstain: MB
MOTION APPROVED

For disposition of new members see the Secretary's Report.

Proposals-
Emergency Repair Motion Air Conditioning Unit Ready Room
National Association of EMS Educators EMS Instructor Course for Brian Canty and Joanne Vogel
Allow Hands Only CPR committee to do demonstrations off site
Vito Reciniello Charges
Vito Reciniello Penalty
Huntington Patch Business Ad
President's Approval of offsite hands only CPR Committee Meetings
Purchase a Field of Honor Flag
Disposal Order Remove from Inventory

Sale or Donation of Obsolete HP Laptop Computers
Amend HCFAS Members Group Life Insurance Program Guidelines
Renewal and continuation Group Life Insurance with VESO Trust (Voluntary Emergency Service Organization)
Voting Machine and Elections
Advance for Meals on Election Day
Holiday Cards 2nd Division FD & VAS
Holiday Cards for Inactive Life members
Explorer Post 215 Activities 2012
Garage Door Repair South Bay #2, North Bay #2
Purchase of ePCR Toughbook's plus Ambulance and Fly Car Mountings
HCFAS Participation in the Huntington Chamber of Commerce Fall Festival 2013

Emergency Repair Motion Air Conditioning Unit Ready Room

Motion by Roger Winter and seconded by Robert Franz to make an EMERGENCY REPAIR of the Ready room A/C by Traditional Air Conditioning Systems & Service, 32 E. Carl Street, Hicksville, New York 11801. The scope of the project is to remove defective tandem compressors (In warranty), furnish and install new tandem compressors, furnish and install new liquid line filter drier, flush the system with R11 flush, evacuate the system and charge with refrigerant. The total cost of the project is $6, 995.00. All insurance certificates are already on file as they are our current vendor.

HCAD funds

E-Mail Vote: Roger Winter – yes, Robert Franz – yes, Bernard Poole - yes, Chief Martha Brenner - yes, Richard Stone - yes, Brian Canty -yes, Joseph Denimarck - yes, Thomas O'Leary – yes, Jeff O'Neill - yes

Date of e-Mailed Motion: 7/24/13

Results: 9-0-0 Pass

MOTION APPROVED

National Association of EMS Educators EMS Instructor Course

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the recommendation of Second Deputy Chief Dominic Heavey and authorize the Pre-Approval for Brian Canty and Joanne Vogel to attend The National Association of EMS Educators EMS Instructor Course, September 13-15, 2013, Course Hours - 8 AM – 5:00 PM each day, Hosted by Tidewater EMS, Chesapeake, VA being held at Norfolk Police Dept. 3rd Precinct, Norfolk, VA at a registration cost of $385 per person , hotel accommodations not to exceed $265.00 per person, plus taxes, Thursday night September 12 through Saturday, September 14, meals and incidental expenses not to exceed GSA federal government rate (as of 10/1/12 GSA rate is $61.00, Norfolk) (breakfast, lunch, and dinner) (less 25% for travel days) per day per person, providing no meals are included as part of the registration package (alcoholic beverages are excluded for reimbursement), round trip coach air fare not to exceed $350.00 per person per trip, round trip transportation from/to Huntington to/from the airport of $40.00 per person per trip, round trip shuttle bus from the airport to/from hotel not to exceed $40.00 per person. A course completion certificate (if distributed) will be submitted with LOSAP forms as part of the reimbursement package. Reimbursement of deposits or prepaid tickets due to non-attendance is the responsibility of the member, unless an exception is requested by the member in writing and approved by the Board of Directors. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and will include original receipts, approved by the Second Deputy Chief and Chief, and submitted to the Treasurer at the same time (single package) within 10 days of return from the conference. The Treasurer will provide the Board of Directors an accounting for this conference at the Board of Directors meeting immediately following the request for reimbursement after the event. Attendees must be available to teach a minimum of three (3) EMT courses (subject to approved SC EMS scheduling) at HCFAS over the following five years after successful completion of this course or reimburse HCFAS a pro-rata portion of the entire course cost for courses not taught.

HCAD funds

*Currently we only have one IC in HCFAS. By approving this motion it will allow Brian Canty to intern as an IC and host classes at HCFAS, it will also allow Joanne Vogel to intern as a CLI. Currently there are only 3 refresher courses for the fall all out east. If a member attends the class at Sag Harbor - it will cost the squad $550 (the PP limits) for mileage reimbursement alone (Actual Mileage reimbursement is $1,220), If a member attends the class at Yaphank - it will cost the squad $517 (the PP limits) for mileage reimbursement alone, If a member attends the class at Southold - it will cost the squad $550 (the PP limits) for mileage reimbursement alone (Actual Mileage reimbursement is $1,075). Even if there was a refresher class in Bayshore it will cost the squad $288 in mileage reimbursement for one member. Suffolk County is not hosting any Instructor courses in the future and it is not known when the next one will be held.

Yes: RS, RF, JO, TO, MB Abstain: BC

MOTION APPROVED

Allow Hands Only CPR committee to do demonstrations off site

Motion by Chief Martha Brenner seconded by Robert Franz to authorize the Hands Only CPR committee to provide out of building demonstrations as requested with permission of the chief or his designee. A notification to the BOD prior to each demonstration and a brief report will be presented to the Chief following each event.

Yes: RS, RF, TO, MB, BC No: JO

MOTION APPROVED

Motion by Robert Franz and seconded by Brian Canty to enter into Executive Session at 20:03 hours.

MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 22:30 hours.

Vito Reciniello Charges

Motion by Robert Franz and seconded by Richard Stone that, sua sponte, that charges 1,2,3,4,5, and 6 and charges 10, 11 and 12 be dismissed as failing to state charges cognizable as a grievance under the HCFAS by-law in accordance with the recommendations of counsel as follows:

Charges 1 through 6, citing the Squad anti-harassment policy do not make out a violation of the Squad policy which guards against offensive conduct or speech based on legally protected characteristics, e.g., race, color, creed, national origin, religion, gender, etc. As submitted, there is no allegation or fact from which it could be inferred that the conduct complained of was motivated by legally protected characteristics.

Charges 10 through 12 are predicated on a violation of SOP's and not of by-laws. Since a disciplinary offense under Article III, section 9 of the Squad by-laws defines offenses as 1) gross misconduct as a citizen, 2) a criminal offense, 3) conduct not in keeping with the best interest of the Corporation, and 4) willful violation of a *by-law (emphasis supplied)* an allegation based on willful violation of an SOP does not fall within the definition.

2/3 vote required

Yes: RW, RS, BC, RF, TO, JO Abstain: MB

MOTION APPROVED

Motion by Robert Franz and seconded by Richard Stone that after a hearing the charges against Vito Reciniello were sustained in that Vito Reciniello acted in a pattern of behavior, as described in charges number 7,8 and 9, that constitute conduct not in keeping with the best interest of the Corporation.

Yes: RW, RS, BC, RF, TO, JO Abstain: MB

MOTION APPROVED

Vito Reciniello Penalty

Motion by Robert Franz and seconded by Richard Stone that a letter of reprimand reflecting the finding of the Board and advising the accused that it will be considered in the event of future similar incidents be drafted and distributed to the Board of Directors for comment and, once adopted, placed in Vito Reciniello's personnel file.

Yes: RW, RS, RF, TO No: JO, BC Abstain: MB

MOTION APPROVED

Tim Glynn left the meeting at 22:39 hours

Huntington Patch Business Ad

Motion by Chief Martha Brenner and seconded by Brian Canty to authorize the Hands Only CPR Committee to place an ad in the Huntington Patch (Ad is below). The Committee Chair will work with the PIO before submitting the ad. There is no cost for this.

The Ad would read as follows:

PROPOSED SUBMISSION FOR HUNTINGTON PATCH BUSINESS AD:

The HUNTINGTON COMMUNITY FIRST AID SQUAD (HCFAS) has joined the initiative to facilitate learning American Heart Associations' Hands-Only CPR: CPR without mouth-to-mouth breaths.

The HCFAS provides Advanced Life Support Ambulances and Emergency Medical services to the residents of the Huntington Community Ambulance District located within the town of Huntington. Over 200 volunteer members responded to over 5,700 calls during 2012. The Huntington Community Ambulance District covers an area from Lloyd Harbor and Lloyd Neck in the north to Melville in the south and from the Nassau/Suffolk border and Cold Spring Harbor in the west to Greenlawn and Dix Hills in the east.

HCFAS provides free demonstrations on how to perform Hands-Only CPR to Huntington Community Residents, Organizations, & Businesses. Hands-Only CPR focuses on providing chest compressions to victims of Sudden Cardiac Arrest.

WHY LEARN CPR?

According to the American Heart Association, Cardiac Arrests are more common than you think, and they can happen to anyone at any time.

- Nearly 383,000 out-of-hospital Sudden Cardiac Arrests occur annually.
- 70% of Americans may feel helpless to act during a cardiac emergency because they either do not know how to administer CPR or their training has significantly lapsed.
- This alarming statistic could hit close to home, because home is exactly where 88%, or approximately four out of five, cardiac arrests occur.
- **Put very simply: The life you save with CPR is most likely to be someone you love.**

If you would like more information or to arrange for a free demonstration at your Organization, Place of Business, Upcoming Community Event, or to participate in an upcoming demonstration at the Squad Headquarters, please contact:

Huntington Community First Aid Squad Hands Only CPR Committee

Phone: (631) 421 – 1263

Email: hcfas.handsonlycpr@gmail.com

/Huntington Patch Business Ad

HCAD funds

Yes: RF, RS, TO, BC No: JO (Note: MB not in the room for the vote)

MOTION APPROVED

President's Approval of Off Site Hands Only CPR Committee Meetings

Motion by Roger Winter and seconded by Robert Franz to permit the Hands Only CPR committee members to meet at committee member's residence. The committee meetings are scheduled to meet at 9 Melody Lane, Huntington, NY 11743; Carolyn Corkett personal primary residence. It is further understood that no alcoholic beverages shall be consumed during the meeting. These meetings will be authorized by the president or his designee in advance of the meeting upon the request of the committee chairperson. Committee members who are expected to attend include: Carolyn Corkett, Carol Nucci, Andrew Taylor, Israel Cortes, Kelly Murphy, Kristin VanBenschoten, Claudia Feminnella and Kathy Castillo

No: RS, BC, RF, TO, JO, MB

MOTION NOT APPROVED

Purchase a Field of Honor Flag

Motion by Robert Franz and seconded by Brian Canty to purchase one 3x5 American Flag mounted on an 8-foot pole for the "Field of Honor" sponsored by the Kiwanis Club of Huntington. The flag will have a custom printed yellow ribbon personalized with Huntington Community First Aid Squad. In honor of Veterans Day, the flags will be placed in precision rows on the front lawn of the Huntington Town Hall from Saturday, September 28, 2013 to Saturday, December 8, 2013 after December 8, 2013 the flag will become the property of Huntington Community First Aid Squad. The cost of the flag is $35.00, a check payable to the Huntington Kiwanis Club, PO Box 854, Commack, NY 11725

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Disposal Order Remove from Inventory

Motion by Brian Canty and seconded by Robert Franz to dispose and remove 21HP Laptop computer, docking stations & attached power cords from inventory. The following HP laptops are as listed below:

Quantity	Description	Serial #
1	HP Compaq nx 7400	CNU71004L9
1	HP Compaq nx 7400	CNU71004KH
1	HP Compaq nx 7400	CNU7100495
1	HP Compaq nx 7400	CNU710042V
1	HP Compaq nx 7400	CNU710048J
1	HP Compaq nx 7400	CNU71004LK
1	HP Compaq nx 7400	CNU71004G3
1	HP Compaq nx 7400	CNU710047F
1	HP Compaq nx 7400	CNU71004K3
1	HP Compaq nx 7400	CNU7100491
1	HP Compaq nx 7400	CNU710049T
1	HP Compaq nx 7400	CNU71004GP
1	HP Compaq nx 7400	CNU71004FQ
1	HP Compaq nx 7400	CNU71004KP
1	HP Compaq nx 7400	CNU7090LJ9
1	HP Compaq nx 7400	CNU71307HD
1	HP Compaq nx 7400	CNU7130884
1	HP Compaq nx 7400	CNU7120GV5
1	HP Compaq nx 7400	CNU71307BL
1	HP Compaq nx6710B	CNU8022MFF
1	HP Compaq nx6530B	CMU9094QLT

Total 21

MOTION APPROVED UNANIMOUSLY

Sale or Donation of Obsolete HP Laptop Computers

Motion by Brian Canty and seconded by Robert Franz to sell/donate 21 obsolete HP Laptop Computers to the HCFAS membership and staff. The HP laptop Computers would be scrubbed of information and are to be accepted in as is condition. If more than 21 requests are received, a drawing will determine who will receive the computers. A list of HP Laptop Computers to be sold/donated and price per Laptop is listed below:

Quantity	Description	Serial #	Price
1	HP Compaq nx 7400	CNU71004L9	$50.00
1	HP Compaq nx 7400	CNU71004KH	$50.00
1	HP Compaq nx 7400	CNU7100495	$50.00
1	HP Compaq nx 7400	CNU710042V	$50.00
1	HP Compaq nx 7400	CNU710048J	$50.00
1	HP Compaq nx 7400	CNU71004LK	$50.00
1	HP Compaq nx 7400	CNU71004G3	$50.00

1	HP Compaq nx 7400	CNU710047F	$50.00
1	HP Compaq nx 7400	CNU71004K3	$50.00
1	HP Compaq nx 7400	CNU7100491	$50.00
1	HP Compaq nx 7400	CNU710049T	$50.00
1	HP Compaq nx 7400	CNU71004GP	$50.00
1	HP Compaq nx 7400	CNU71004FQ	$50.00
1	HP Compaq nx 7400	CNU71004KP	$50.00
1	HP Compaq nx 7400	CNU7090LJ9	$50.00
1	HP Compaq nx 7400	CNU71307HD	$50.00
1	HP Compaq nx 7400	CNU7130884	$50.00
1	HP Compaq nx 7400	CNU7120GV5	$50.00
1	HP Compaq nx 7400	CNU71307BL	$50.00
1	HP Compaq nx6710B	CNU8022MFF	$50.00
1	HP Compaq nx6530B	CMU9094QLT	$50.00

Total 21

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Amend HCFAS Members Group Life Insurance Program Guidelines

Motion by Robert Franz and seconded by Brian Canty, to amend the Huntington Community First Aid Squad, Inc. Members Group Life Insurance Coverage Program Guidelines to extend the $5,000 coverage for active members from age 89 to age 94 effective August 8, 2013.

MOTION APPROVED UNANIMOUSLY

Renewal and continuation Group Life Insurance Coverage with VESO Trust (Voluntary Emergency Service Organization)

Motion by Robert Franz and seconded by Brian Canty, to accept the recommendation of Robert Franz, insurance committee chairperson and authorize and approve the renewal and continuation with VESO Trust (Voluntary Emergency Service Organization) the HCFAS Members Group Term Life Insurance Program, in accordance with the guidelines attached, for the period November 1, 2013 to October 31, 2014 with an approved extension up to February 28, 2015 pending notification of the insurance company's November 1, 2014 renewal. The group term life insurance is to be provided by VESO Trust and underwritten by Security Mutual Life Insurance Company of New York at a monthly amount of approximately $ 5,000.00 for active members and $ 750.00 for inactive life members (based upon the 08/01/13 census of 247 eligible active members and 20 eligible inactive life members). The addition of eligible new participants and the termination of participants during the year will be paid or credited upon the receipt of an invoice reflecting such changes. Payments will be made quarterly from HCAD funds for active members and from HCFAS funds for inactive life members. The program will be administered by the HCFAS insurance committee.

HCAD & HCFAS funds

Motion by Jeffrey O'Neill and seconded by Chief Martha Brenner to table the motion.

Yes: JO, MB, TO No: RS, RF, BC

MOTION TO TABLE NOT APPROVED

On the original motion:
Yes: RS, RF, BC , RW No: JO, MB Abstain: TO
MOTION APPROVED

Voting Machine and Elections
Motion by Robert Franz and seconded by Brian Canty 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 ballots, other necessary election paperwork and delivery and pick up of the machine in connection with the Squad's annual election on December 9, 2013 at a cost not to exceed $1,200.00. Delivery and Pick up of the machine may be contracted to Bay Shore Movers or other reputable moving company if Suffolk County cannot perform the task at a cost of $250.00.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Advance for Meals on Election Day
Motion by Secretary Robert Franz and seconded by Brian Canty to authorize a $150.00 advance to the Secretary for meals on Election Day for staff who are working the election.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Holiday Cards 2nd Division FD & VAS
Motion by Robert Franz and seconded by Richard Stone to authorize and approve the Secretary to purchase 2013 holiday cards, labels and stamps and timely mail the cards to all 2nd Division fire departments and ambulance squads at a cost not to exceed $100.00 which will be accounted for in accordance with the PP. Mailing labels will be provided by Brian Canty.
HCFAS funds
Yes: RS, RF, JO, TO, BC Abstain: MB
MOTION APPROVED

Holiday Cards for Inactive Life members
Motion by Robert Franz and seconded by Richard Stone to authorize and approve the Secretary to purchase 2013 holiday cards, labels and stamps and timely mail the cards to all inactive Life Members, at a cost not to exceed $100.00 which will be accounted for in accordance with the PP. Mailing labels will be provided by the First Deputy Chief.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Activities 2012
Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following events and fund raisers for Explorer Post 215 for the 2013-2014 school year. Chief Advisor Sheryl Roach will oversee all events with the appropriate adult supervision. Any activity that requires a permission slip for Explorer Post 215 will be included in the prerequisite for participation. If a BSA permission slip is necessary that will also be required for participation As well as any Boys

Scouts of America permit required. If insurance coverage for an activity is necessary all necessary documentation will be requested from our insurance committee chair.

1. Joint Training with BSA Post 218 - TBA
2. Spring Donation Food Drive - Family League - TBA
3. St. Patrick's Day Parade/Dinner - TBA.
4. Touch-A-Truck - TOH TBA.
5. Fund Raisers - Candy Sales, Car Wash, Flower Sale - TBA
6. EMS Week Open House - TBA.
7. Explorer Post 215 Installation Dinner - TBA.
8. Participation in a Charity Softball game – TBA.
9. Explorer Post 215 Recruitment Meetings - TBA.
10. Annual Pasta dinner - TBA.
11. EMS Competition – TBA.
12. Joint Training with Huntington Manor Fire Department Juniors – TBA.
13. Joint Training with Huntington Fire Department Juniors – TBA.
14. Joint Training with Halesite Fire Department Juniors – TBA.
15. EMS ALS Demonstration at Dix Hills Fire Department.
16. Explorer Post 215 Lock in Event – Schedule to be announced.
17. Ice Skating with other local Department Youth Squads.-TBA
18. Huntington Holiday Parade and construction of float.
19. Parades – GFD Parade & GFD Muster Competition
20. CPR/RTE Classes.
21. 911 Memorial Trip.
22. MCI Drill

MOTION APPROVED UNANIMOUSLY

Garage Door Repair South Bay #2, North Bay #2

Motion by Richard Stone and seconded by Thomas O'Leary to replace electric garage door opener South #2, one ¾ HP Power Master Operator, one new photo eye, wiring of unit and Photo Eye included. Cost: $2,225.00

Repair garage door North #2, two (2) new Fimbel SI-1900 white sections, one (1) bottom 13'-6" x 24, one (1) Intermediate 12'- 6" x 24.Cost $1,270.00

Labor $550.00

Console wiring not included.

Total cost not to exceed $4,045.00

Contractor: T.M. Kenney's Inc., 236 North Main Street, Sayville, New York 11782. Contact: Rich,

Phone: 631-589-4078

Insurance coverage is already in place as he is our service contractor for the garage doors.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Motion by Brian Canty and seconded by Thomas O'Leary to extend the meeting to 23:25 hours.

MOTION APPROVED UNANIMOUSLY

Purchase of ePCR Toughbook's plus Ambulance and Fly Car Mountings
Motion by Chief Martha Brenner and seconded by Thomas O'Leary to approve the recommendation of ePCR coordinators, Tim Ebert and Alyssa Axelrod, to accept the bid dated July 12, 2013, from Island Tech Services (NYS Contract PT65147). Quote ITSQ7061 includes the purchase of: 3 Toughbook CF19s with 5-year protection plans; three sets of docking stations, power supplies, and mountings for Fly Cars; six sets of docking stations, power supplies, and mountings for ambulances; plus, installation of mounting equipment on all vehicles. Total purchase price not to exceed $28,809, as quoted.
HCAD funds

Rationale: With the start of ePCR training approaching, it will serve us to have our full supply of Toughbook's available (11 units) to facilitate the training of our members. Once we transition to ePCR, we will have 9 units mounted in fly cars and ambulances, and 2 units available for training, plus replacement in the case of unit repairs. In the training phase, those additional units will allow us to increase the size of training sessions, and keep units in the ready room for practice. Once training is under way, and a transition to ePCR is imminent, we can proceed with the installation of mounting equipment without delay.

Motion by Robert Franz and seconded by Brian Canty to table the motion until a training schedule is provided to the Board.
Yes: RS, RF, JO, TO, BC No: MB
MOTION APPROVED TO TABLE

HCFAS Participation in the Huntington Chamber of Commerce Fall Festival 2013
Motion by Chief Martha Brenner and seconded by Robert Franz to approve HCFAS to be the provider of EMS for the Huntington Chamber of Commerce 2013 Fall Festival and to designate Chief M. Brenner and Second Deputy Chief D. Heavey as Emergency medical Coordinators for the festival with authority to prepare and sign the EMAP with SCEMS. Further to authorize HCFAS and Explorer POST 215 with the required number of advisors to participate in the Festival standby from October 12 to October 14, 2013. With the member's permission any HCFAS member may act as a temporary Post 215 advisor at the request of a Post 215 advisor. The Chief or her designee will ensure that proper transportation is provided for Explorers and members to and from the Festival.

Further to authorize at the Chief's discretion a meal allowance of $10 per member, explorer and mutual aid department members for each 4 hour shift to be paid from HCAD funds or a food vendor meal ticket, if appropriate and available. Meal allowance money will be signed for and accounted for by a representative of the Chief's office.

Additionally the recruitment and Public Relations committee chair persons are authorized to spend up to $250 in total for both committees for any required items or printing.
HCAD funds
Yes: RS, RF, JO, TO, MB Abstain: BC
MOTION APPROVED

Treasurer's Report – Brian Canty:
Motion by Brian Canty and seconded by Richard Stone to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:

Jul 18, 2013 to Aug 08, 2013 HCAD Funds 37 Checks Totaling $62,483.10
Jul 18, 2013 to Aug 08, 2013 HCFAS Funds 8 Checks Totaling $ 4,528.48
Jul 18, 2013 to Aug 08, 2013 Explorer Post Funds 1 Checks Totaling $ 100.00
MOTION APPROVED UNANIMOUSLY

Funds Received
$1,500 from NYS for Paramedic Reimbursement
$914,217 from TOH for Second Half of HCAD Contract

Transfers
7/19/2013 Transfer from HCAD Savings to HCAD Checking $25,000

7/26/2013 Transfer from HCAD Savings to HCAD Checking $25,000

7/31/2013 Transfer from HCAD Savings to HCAD Checking $50,000 for 8/1 Bond payment $40,232.50

8/06/2013 Transfer from HCAD Checking to HCAD Savings $900,000

2-15-30 should be providing us a list of expenses over the authorized purchases limits in accordance with the SOP's and our July 18, 2013 BOD meeting

Missing Bills and PO's
2-15-33 has not turned in any PO's since July 12th.
2-15-32 has not turned in any PO's since June 14th
This is becoming a problem, we are now over 30 and in some cases 60 days overdue. What is being done to correct this?
BOOT PO's PAST DUE: Committee, Chief, BOD Liaison Notified July 30th
Joseph Grant - purchased 6/21/2013
Kristen Tiersch - purchased 7/2/2013

Secretary's Report –Robert Franz:
Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

Name	Membership #	From	To	Type
Jeffrey Daniels	1358	8/5/13	11/5/13	Emergency Medical
Juan-Pablo Garcia	1116	7/17/13	12/18/13	Educational
Daniel Kelly	1096	7/1/13	10/1/13	Medical
Vito Reciniello	659	8/3/13	11/3/13	Medical

Meaghan Salzone	1244	9/9/13	12/10/13	Educational
Mary Ann Schramm	595	8/7/13	11/7/13	Operational
Mary Winter	485	7/23/13	10/23/13	Medical

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to approve an Extended Medical LOA for Monique Moreno #1042 from 7/22/13 – 10/22/13.
No: RS, RF, JO, TO, MB, BC
MOTION NOT APPROVED

Return to Duty:

Name	Membership #	RTD Date	From	To	
Dillon Harvey	1254	8/4/13	Educational LOA	Active	

New Members:
Motion by Robert Franz and seconded by Thomas O'Leary to accept Tomoko Hirasawa as a new probationary member #1404, Shift: Monday 2300 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Thomas O'Leary to accept Antonio Castillo as a new probationary member #1405, Shift: Friday 2300 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, JO, TO, MB, BC Abstain: RF
MOTION APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to grant the following Status Change: Extended Educational LOA to Associate Membership for James Harrigan, member #1112, effective 8/8/13.
MOTION APPROVED UNANIMOUSLY

Insurance - I received the revised Proliner's estimate on 2-15-21 MVA on 4/15/13 which was reported to our insurance carrier. A check in the amount of $1,257 was received from VFIS which is the amount of the estimate less our $250 deductible.

NYSVA&RA Special Awards: The deadline is August 31, 2013. Nomination form can be found on NYSVA&RA website and can be submitted on line. Suggestion: Use NYSDOH/REMSCO submissions for these awards.

NYSVA&RA Scholarships: Article was printed in the July & August Pulse and the application is posted on the bulletin board with additional applications placed on the counter above the members' mail folders.

NYSVA&RA – The Board of Directors meeting has been scheduled for this weekend in Albany. The next District 7 meeting is at South Country Ambulance on August 20th and officers will be elected for the coming year.

Group Life Insurance- Coverage for Monique Moreno will be terminated since her Medical LOA exceeds one year.

Chief's Report – Martha Brenner:

- PLECTRON DETAILS STILL PENDING, CAPTAIN RUBINSTEIN AND BRIAN MILLIKEN HAVE JOINED THE COMMITTEE. IAM TOLD THEY ARE WAITING ON ONE MORE QUOTE
- A PROPOSAL FOR A NEW POWER STRETCHER HAS BEEN COMPLETED BUT TOO LATE FOR THIS MEETING, IT WILL BE PRESENTED IN SEPTEMBER
- A NEW COMMITTEE IS HAS BEING ORGANIZED TO REWORK THE UNIFORM CODE. IS THERE ANY UPDATE FROM THE LIAISON?
- ISSUES HAVE BEEN NOTED WITH DIPATCH BROADCASTING. THE CHIEF DISPATCHER HAD MAY DAY COMING IN TO INVESTIGATE. I DO NOT YET HAVE THIS REPORT ADDITIONALLY OCTOBER WITLL BE DISPATCH TRAINING WITH CLASSES SCHEDULED FOR ALL WHO ARE UNCOMFORTABLE DISPTACHING. NO ONE IS EXCUSED FROM BEING A DISPATCHER.
- THE MOUSE PROBLEM SEEMS TO BE IMPROVING WITH FEWER REPORTS, HOWEVER WE NEED TO MADE SOME SECURITY MEASURES AROUND ALL EXTERIOR DOORS. WE SHOULD BE CONSIDERING USING A HANDY-MAN FOR SMALL BUILDING REPAIRS.
- 2ND QUARTER COMPANY 8 REPORT LETTERS HAVE BEEN SENT TO 2 MEMBERS AND THE 1ST DC HAS SPOKEN TO BOTH
- THE EAST NORTHPORT PARADE REPORT WILL BE VERBAL.
- THE NYC STAND-BY WAS FOR THE TOUR D CURE. THE SECOND DEPUTY ARRANGED THE DAY AND WAS UNWARE THAT PRIOR APPROVAL OUT OF THE AREA WAS NEEDED.
- EMERGENCY REPAIRS FOR THE AMBULANCE HAD TO BE MADE TO KEEP AT LEAST 3 ON THE ROAD. 3RD DC IS AWARE THAT IN THE FUTURE A FOLLOW UP REPORT IS NEEDED.
- THE NEXT OFFICERS MEETING IS 8/15 A MORE DETAILED PERSONNEL REPORT WILL BE SUBMITTED AT THAT MEETING. TONIGHT'S PERSONNEL REPORT WILL BE SENT UNDER SEPARATE COVER.

PARADE SEASON:
~~Thur. July 4 Eaton's Neck~~
~~Wed. July 17 Huntington Manor~~
Wed. August 7 East Northport
Thurs. August 29 Greenlawn
Signup sheets have been posted.

President's Report – Roger Winter:

Life Membership – Investigating a new committee.

Membership Badges – The badges have been received and distributed to Chief Brenner.

Committee List for 2013 –The list has been updated at this time. Requests have been made to participate on committees. I am always asking committee chairpersons for their recommendations.

ID Badge System –Working on designing a green light permission card.

Fund Drive – to date we have received over $60,000.

Explorer Post 215 –Sheryl Roach –

Hi Post 215 Members!

We have been invited to compete in the 3rd Annual Modified Junior Firefighter Muster Drill Competition at Greenlawn Fire Department. I thought that this would be something different, as well as a great opportunity to meet other Explorers in the area. The competition will be on September 15th. Check in is at 0900am. All participants will receive a competition T-shirt, Breakfast, and Lunch!

We need 6-11 participants between the ages of 14-18 and Still in High School (Their rules). I have requested the Entrance fee to be paid and enroll us as a team. Again, this is a competition with trophies provided to the winning teams. We will be getting together to practice in August and September. Please come dressed to get wet and to have fun! - shorts, T-shirts and sneakers that you don't mind getting wet. No revealing bathing suits.

So, Save the following Dates:

August 17th at 10am - practice

September 7th at 10am - practice

September 15th at 8:30am - competition

There also might be additional practice sessions added.

Please RSVP for this event!

I hope everyone is enjoying their summer!

Sheryl

MC Alliance project: Additional monitoring equipment has been installed to better gauge our electrical usage.

It has been brought to my attention that we are violating our Standard Operating rules in regards to the "Administrative Area" specifically the "Board Room" Please follow the rules set forth in the SOP's.

- Section 16 - Administrative Area:
- 1. The Administrative Area is designated for use by the Board of Directors, Operational Officers and other authorized personnel only.
- 2. This area includes the private offices of the Board of Directors and Operational Officers, the conference rooms, the small rest room and the business equipment area.
- 3. Access to the area is by authorized key access or by invitation only. Any member found in this area without authorization or invitation can be subject to disciplinary action.
- 4. The main conference room is to be used primarily for Board of Directors' meetings, Operational
- Officers' meetings, and official Board hearings. The President or Chief must approve all other uses in advance. The following rules will be strictly observed:

    - o A. No food or beverages are allowed in the room unless with prior approval of the President or Chief.
    - o B. Those using the room are responsible for leaving it clean and orderly.

Director O'Leary Report:
New Member Applications: Check the new member applications in the mail box for review.

Old Business: None

New Business:
-Director O'Neill requested a copy of the dec page for the life insurance and it will be provided by August 15th, 2013.

-The next BOD meeting is scheduled for September 12, 2013

Motion by Brian Canty and seconded by Richard Stone to adjourn the meeting at 23:30 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: September 4, 2013

Amended and approved: September 12, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: September 12, 2013

Members:

President Roger Winter (RW)	**ABSENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**19:40 Hours**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: John Palmieri, Keith Davis, Alyssa Axelrod, Maxine Epstein, Peter Nakelski, Vito Reciniello, and Lehti Laas (via phone)

Meeting called to order at: 1930 hours

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of August 8, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

For disposition of new members see Secretary's Report

Director O'Neill entered the meeting at 19:40 hours.

Proposals-
Un-table tough book computer purchase
Toughbooks for e-PCR
Turtleneck Purchase
Trial Duty Golf Shirts
Desktop Computers for the Ready Room (tabled)
Renew Adept Technology Contract
2013 Election Day Hours
Presence at the time of Yearly Elections
Explorer Post 215 Chief Advisor Appointment for the 2013-2014 school year
Explorer Post 215 Fundraisers
NYSVA&RA Drill Competition Trophy(s)
Adept Technology Consulting Group, Inc. Roll out of computer additional hours.
Dispatch Computers
12th Annual Women's Networking Day Luncheon
General Meeting Room Use Request 11/9/13 - George Reeder #1328

Hands Only CPR Training Huntington Public Library
AHA BLS Instructor Course

Un-table tough book computer purchase
Motion by Chief Martha Brenner seconded by Thomas O'Leary to un-table the motion to purchase additional tough book computers and mounting brackets tabled at the 8-8-13 meeting.
Yes: TO, JO, MB No: BC, RS, RF Abstain: BP
MOTION NOT APPROVED to untable

Toughbooks for e-PCR
Motion by Robert Franz and seconded by Brian Canty to accept the recommendation of ePCR coordinator Alyssa Axelrod and approve an additional purchase from the bid dated July 12, 2013 from Island Tech Services (NYS Contract PT65147) of three (3) Toughbook CF19's and 5 year warranty protection plus and computrace ($179.00 per unit) for an amount not to exceed $12,900.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Motion by Chief Martha Brenner and seconded by Thomas O'Leary to change the order of business.
MOTION APPROVED UNANIMOUSLY (Note: BP out of the room)

Turtleneck Purchase
Motion by Chief Martha Brenner and seconded by Thomas O'Leary to approve the purchase of new mock turtle necks from Long Island Screen Printing for $4,223.00 with the understanding that bids for this item were not obtained prior to purchase and delivery. The PP BID policy has been reviewed with the Uniform Committee Chair, Maxine Epstein, for future purchases.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

Trial Duty Golf Shirts
Motion by Chief Martha Brenner and seconded by Thomas O'Leary to purchase test duty golf shirts in the amount of $777.80, with the understanding that bids for this item were not obtained prior to purchase and delivery. The PP BID policy has been reviewed with the Uniform Committee Chair, Maxine Epstein, for future purchases.
HCAD Funds
Yes: RS, RF, JO, TO, MB No: BC Abstain: BP
MOTION APPROVED

Desktop Computers for the Ready Room
Motion by Chief Martha Brenner and seconded by Jeffrey O'Neil at the request of the Second Deputy Chief Dominic Heavey to purchase two basic desk top computers for the member's use in the ready room. This will replace one that stopped working and was removed but not replaced several years ago and will replace the remaining computer that is becoming obsolete. Cost 418.20 each total 836.40
HCAD Funds

Motion by Robert Franz and seconded by Thomas O'Leary to table the motion to see if the computers can be returned.
Yes: RF, TO, RS No: MB Abstain: BC, JO, BP
MOTION APPROVED to table

Renew Adept Technology Contract
Motion by Richard Stone and seconded by Brian Canty to accept the recommendation of the Systems Committee Jim Mallilo and the Board Liaison to Technology and authorize the President to renew the service agreement for the Squads computers with Adept Technology Consulting, Inc., 155 Ricefield Lane, Hauppauge, NY 11788, Phone: 800-506-9981, at an initial annual cost of $4,800 for forty hours of on-site prepaid block hours that will be billed at a rate of $120.00. This covers 8x5 support hours Monday – Friday excluding holidays. In the event that services are needed after hours or on a holiday to handle emergency on the network, we will be billed at 1.5 times the normal rate which is $180.00 an hour and will be deducted from the 40 hour block. Additional hours can be purchased in 5 hour increments at $125.00 an hour or be billed at a normal rate of $135.00 an hour. There is a minimum of 1 hour for onsite support calls. Any remote support is billed in 15 minute increments. Response time will be within 4 hours. Hours not used will be credited to the next contract year.
These parameters are as per the attached proposal from Adept Technology Consulting, Inc. Materials are not included. Effective date 9/1/13 – 8/30/14
HCAD Funds
Yes: RS, RF, BP, BC Abstain: JO, TO, MB
MOTION APPROVED

2013 Election Day Hours
Motion by Brian Canty and seconded by Robert Franz to set the time of the 2014 General Election from 8:00am to 8:00pm.
MOTION APPROVED UNANIMOUSLY

Presence at the time of Yearly Elections
Motion by Brian Canty and seconded by Bernard Poole to prohibit any HCFAS member who currently holds a HCFAS elected position or a member who is running for an elected position, to be in the HCFAS headquarters building at any time from 8:00 AM to 6:30 PM on the day of election except for the purpose of being on a regularly scheduled shift, answering a back-up call, acting in the position of Monday day captain or as a Chief Officer, casting a ballot, or for attending the General Membership meeting on Monday evening. Any exceptions are to be authorized by the President or his designee.
Yes: RS, TO, BP, MB, BC No: RF Abstain: JO
MOTION APPROVED

Explorer Post 215 Chief Advisor Appointment for the 2013-2014 school year
Motion by Robert Franz and seconded by Chief Martha Brenner to approve President Roger Winter's appointment of Sheryl Roach as Chief Advisor effective for the 2013-2014 school year in accordance with Post 215 Standard Operating Procedures Article II, Section 1.
2/3 vote required.

MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Fundraisers
Motion by Brian Canty and seconded by Robert Franz to permit Explorer Post 215 to fundraise at HCFAS and/or Explorer Post 215 meetings and events for 2013-2014 school year. Fundraising events would include but not limited to the following; Spring Food Drive & Donation – Family League, Candy Sales, Car Wash, Flower Sale, further to authorize Explorer Post 215 solicitation for funds, gift certificates, and merchandise including businesses that are HCFAS vendors.
MOTION APPROVED UNANIMOUSLY

NYSVA&RA Drill Competition Trophy(s)
Motion by Robert Franz and seconded by Richard Stone, to authorize and approve HCFAS to sponsor an adult trophy(s) or a youth trophy(s) for the 2013 NYSVA&RA Drill Competition at a cost not to exceed $ 350.00. NYSVA&RA District 7 Delegate Andrea Golinsky will be responsible to submit the trophy sponsor reservation form to the NYSVA&RA.
HCFAS funds
Yes: MB, RS, RF No: BP Abstain: BC, TO, JO
MOTION APPROVED

Adept Technology Consulting Group, Inc. Roll out of computer additional hours
Motion by Robert Franz and seconded by Richard Stone to complete the roll out for the implementation the new laptops computer for the Board and Officer Corps. The original motion was estimated at 12 hours and that was to be billed to our service contract. There is an additional 18.5 hours billed at $2,190.00 to complete the project.
HCAD funds
Yes: RS, RF, JO, TO, BC Abstain: MB, BP
MOTION APPROVED

Dispatch Computers
Motion by Brian Canty and seconded by Richard Stone to authorize the emergency request to purchase two (2) dispatch computers. Total cost not to exceed $4,000.00. All proper paperwork will be submitted with the purchase order.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

12th Annual Women's Networking Day Luncheon
Motion by Robert Franz and seconded by Richard Stone to approve the purchase of up to 20 tickets at a maximum cost of $10 per ticket for the 12th Annual Women's Networking Luncheon presented by the TOH Women's Services. Ex-Chief Andrea Golinsky will be honored with an award at this event. Andrea was nominated for the award by Councilwoman Susan Berland. The event is to be held at the Melville Marriott on Monday October 7, 2013, 11:00 am to 3:30pm. Town of Huntington Director of Women's Services Rhonda Shepardson is coordinating this event (631-351-3253).
A sign-up sheet will be provided for interested squad members and their spouses. Secretary Franz will coordinate the sign-up sheet and ticket distribution.
HCFAS Funds

Yes: RF, RS, TO, MB No: BC Abstain: JO, BP

MOTION APPROVED

General Meeting Room Use Request 11/9/13 - George Reeder #1328

Motion by Robert Franz and seconded by Brian Canty to permit George Reeder #1328 the use of the General Membership Meeting Room to conduct a 50th wedding anniversary party celebration on Saturday, November 9, 2013 from 4:00PM to 9:00PM hours. Set-up time will be Friday evening 11/8/13 from 6:00PM to 8:00 PM and again on Saturday 11/9/13 from 3:00PM to the event start. Cleanup will be from 9:00PM to 10:00 PM on 11/9/13. A Security deposit has been received. The calendar has no events scheduled for these dates and times. Insurance certificates, vendor hold harmless agreements and TIPS certification are required for this event. The member must obtain and pay for an umbrella policy / rider (including host liquor liability) in the minimum amount of $250,000 covering the event if the member is going to serve alcohol with HCFAS named as additional insured (approval pending proper insurance).

The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room.

MOTION APPROVED UNANIMOUSLY

Hands Only CPR Training Huntington Public Library

Motion by Robert Franz and seconded by Chief Martha Brenner to authorize the President or other corporate officer to sign the Huntington Public Library's application for the Squad's use of the library's main meeting room on Saturday September 28, 2013 from 10:00 AM – 6:00 PM for Hands Only CPR demonstrations/training for the general public. The application's hold harmless provision has been reviewed with our attorney and insurance carrier.

Yes: RF, RS, TO, MB, BC Abstain: JO, BP

MOTION APPROVED

AHA BLS Instructor Course

Motion by Chief Martha Brenner, seconded by Brian Canty to accept the recommendation of Second Deputy Chief Dominic Heavey and approve Heidie Magerle and Joanne Vogel to take the AHA BLS Instructor Course being offered by Suffolk County EMS on Thursday, September 19, 2013, Saturday, September 21, 2013, and Thursday, September 26, 2013 at a cost not to exceed $400 per person ($200 Course fee, $96 Instructor Tool-Kit, $25 Essentials Course, and mileage). Upon request, each instructor candidate has agreed to teach one class per year at HCFAS.

HCAD FUNDS

E-Mail Vote: Roger Winter – yes, Robert Franz – yes, Bernard Poole – yes, Chief Martha Brenner - yes, Richard Stone - yes, Brian Canty -yes, Joseph Denimarck - yes, Thomas O'Leary – yes, Jeff O'Neill – yes.

Date of e-Mailed Motion: 8/18/13

Results: 9-0-0 Pass

Treasurer's Report – Brian Canty:

Motion by Brian Canty and seconded by Richard Stone to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:

Aug 08, 2013 to Sep 12, 2013 HCAD 71 Checks Totaling $60,954.89
Aug 08, 2013 to Sep 12, 2013 HCFAS 3 Checks Totaling $1,294.02
Yes: RS, RF, JO, MB, BC Abstain: BP (Note: TO not in the room)
MOTION APPROVED

Transfers
8/20/2013 Transfer from HCAD Savings to HCAD Checking $30,000
9/03/2013 Transfer from HCAD Savings to HCAD Checking $30,000
Outstanding PO's
I am missing a PO for County Line Hardware that is now over **60 days old**. It was a purchase made by Tyler Gibbs for Drywall Drill Bits. This purchase was made on 7/12/13. Emails have been sent to the Chief, President and Third Deputy Chief on August 14, 21 and Sept 3rd. I will be calling County Line Hardware and stopping any charges from HCFAS.
Missing a PO for SCM Products for the users privileges for selected asset catg change for a total of $4,500.
PO's with problems that need to be address at BOD meeting
1. Adept Technology dated 8/13/2013 for 18.25 hours at a cost of $2,190 for the installation of the Laptops
2. Keith Davis dated 8/30/2013 for the purchase of 2 desktop computers for a total of 826.40 which includes $67.24 in taxes and $10 in shipping, no BOD approval for this.
3. Long Island Screen Printing dated 7/31/13 for New Mock Turtle Necks for a total of $4,223.00. These turtle necks are 22% more than previous purchase exceeded 5% allowance in PP's
4. Long Island Screen Printing dated 8/5/13 for "Test Shirts" for a total of $777.80. One shirt is 47% more than our current shirts and the other shirt is 27.5% more than current shirts.

Secretary's Report –Robert Franz:
Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

Name	Membership #	Type	Dates	Day
Mark Cappola	1087	Emergency Medical LOD	8/14/13 – 11/14/13	Saturday
Kathleen Castillo	1276	Emergency Medical LOD	8/30/13 – 11/30/13	Friday
John Connors	1272	Operational	9/9/13 - 12/9/13	Company 8
Afsaneh Mardani	1403	Emergency Medical	8/20/13 - 11/20/13	Monday
David Mohr	748	Emergency Medical LOD	8/12/13 - 11/12/13	Monday
Paul Rittenhouse	1146	Educational	10/2/13 – 1/15/14	Wednesday
Alison Russo	884	Medical	8/19/13 – 11/19/13	Wednesday

Mary Jane Woznick	769	Extended Medical	8/19/13 – 11/19/13	Tuesday

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to rescind the Educational LOA approved on 8/8/13 for Meaghan Salzone (Meyer) #1244, from 9/9/13 -12/10/13.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Membership #	RTD Date	Note
William (Michael) Barker	862	8/24/13	From a Operational
David Mohr	748	8/13/13	From an Emergency Medical to Dispatch only
Thomas Romano	939	8/30/13	From a Medical

New Members:
Motion by Robert Franz and seconded by Thomas O'Leary to accept Frank C. Papik as a new probationary member #1406, Shift: Tuesday 1100 hours in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, TO, BP, MB No: RF, BC
MOTION APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to grant the following Status Change: Operational membership to Administrative to Angelina Kalodukas, member #1090, effective 6/1/13. She will be working on the ALS, kitchen, medical, and Good and Welfare committees.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the resignation of Rachel Zarahn, member #1385, effective 9/9/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to drop from membership for failure to fulfill shift requirements Dina Kutcher, member #950, effective 9/12/13.
MOTION APPROVED UNANIMOUSLY

MVA:
- On August 15, 2013 an ambulance 2-15-21 struck a gradually rising retaining wall ripping off the diamond plate bottom molding extending from behind passenger door to the rear passenger side wheel well. I am waiting for an estimate of the damages from the third deputy chief and this incident will not be reported to our insurance carrier. Prior to this event, the diamond plate had been newly installed on the vehicle. This incident occurred in the North Shore Medical Group

parking lot and the crewleader suggested that NSMG be contacted to widen their parking area at the wall since our ambulances do not have sufficient clearance.
- On August 26, 2013 an ambulance 2-15-19 passenger side mirror grazed another vehicle on New York Ave across from the Paramount theatre causing the mirror cover to break off in two pieces and shattering the bottom glass mirror. There was no damage to the other vehicle. Ambulance was going south bound and two trucks were double parked on the west side of NY Avenue. This incident will not be reported to our insurance carrier.

Personnel:
-On August 12, 2013 a member tripped on a tree stump and fell breaking a right finger. The claim has been submitted to the NYSIF. Member has returned to dispatch only.
-On August 14, 2013 a member slipped on some MVA debris and twisted their left knee. The claim has been submitted to the NYSIF.
-On August 30, 2013 a member sprained their left ankle stepping off porch steps onto a stepping stone while assisting a patient to the stretcher. The claim has been submitted to NYSIF.

Insurance – NYSIF – On August 23, 2013 the NYSIF visited HCFAS and conducted a safety walkthrough of the premises and discussed our VAWBL policy and claims, including two August 2013 claims. Although the representative was pleased with the overall safety of the building, he did communicate a potential hazard concerning the storage of unsecured ladders in the truck room by the south east corner door. Third Deputy Chief Vito Reciniello was informed of this and requested to take corrective action.

LOSAP 2012 – The Squad's submitted paperwork was misplaced by the town and I am in process of resubmitting the data including copies of signed certifications.

Suffolk REMSCO Meeting September 10, 2013 Notes – Bob Franz
Copies of the meeting agenda and related handouts has been emailed to the Board and Chief Officers and posted on the bulletin board. Suffolk EMS Division Report July – August 2013 handout has items mentioned at the meeting denoted with a check mark. Other meeting items follow: Prehospital Lifesaving Awards & Pins were presented to personnel from Farmingville FD, East Northport FD, East Brentwood FD and Farmingdale FD; prior to the meeting there was an Article 30 redesign meeting which advocated amongst other things, keeping the statutory power of the REMSCOs, expand the Paramedic definition to encompass paramedicine, making EMS an essential public safety service, make permanent the 3 year CME program, statewide mutual aid and disaster plans; EMS agencies to report response data; a final REMSCO/REMAC Gold Medal Community Rescuer Award program to promote citizen CPR in SC was distributed; the Major Emergency Response Vehicle is in process of obtaining NYS certification; approved additional funds for ALS protocol manual; website enhancements moving forward including a smartphone app for new protocols; REMSCO's annual award presentation ceremony will be on November 1st (Southampton); the REMAC draft 7/23 meeting summary was distributed. The next SEMSCO/SEMAC meeting will probably be on October 2nd & 3rd. The next REMAC meeting is Tuesday September 24, 2013 at 7PM at SCEMS in Yaphank. The next REMSCO meeting is Tuesday November 12, 2013 at 7PM at SCEMS in Yaphank.

NYSVA&RA –The next District 7 meeting is at East Brentwood Fire Department on September 17, 2013 at 8PM.

Chief's Report – Martha Brenner:

- PLECTRON MOTION WILL BE AT OCTOBER MEETING.
- A PROPOSAL FOR A NEW POWER STRETCHER STILL WAITING ON PAPER WORK FROM 2ND DC
- THE LIAISON FOR THE UNIFORM COMMITTEE APPEARS TO BE UNABLE TO COMPLETE THE TASKS. I AM ASKING THE PRESIDENT TO APPOINT A NEW LIAISON. THE BID FOR WINTER JACKETS HAS NOT BEEN COMPLETED IN SPITE OF MULTIPLE REQUESTS AND COLD WEATHER IS APPROACHING
- NEW ANTENEAS HAVE BEEN INSTALLED SOLVING SOME OF THE DISPATCH ISSUES. ADDTIONALLY MEMBERS ARE BEING ENCOURAGED TO BRING IN OLD PAGERS FOR REBANDING WHICH ALSO HELPS WITH THE PROBLEMS. OCTOBER WILL BE DISPATCH TRAINING WITH CLASSES SCHEDULED FOR ALL WHO ARE UNCOMFORTABLE DISPTACHING. NO ONE IS EXCUSED FROM BEING A DISPATCHER.
- THE MOUSE PROBLEM SEEMS TO BE IMPROVING WITH FEWER REPORTS. ALL DOORS FROM THE EXERIOR AND TRUCK ROOM HAVE HAD NEW SWEEPS INSTALLED TO HELP PREVENT RODENT ENTRY. WE SHOULD BE CONSIDERING USING A HANDY-MAN FOR SMALL BUILDING REPAIRS.
- THE NEXT OFFICERS MEETING IS 9/15 A MORE DETAILED PERSONNEL REPORT WILL BE SUBMITTED AT THAT MEETING. TONIGHT'S PERSONNEL REPORT WILL BE SENT UNDER SEPARATE COVER.
- HANDSONLY CPR WILL IS COMPLETING THE PAPERWORK FOR A DEMONSTRATION AT THE LIBRARY AS DISCUSSED AT THE LAST BOD MEETING. I WAS ASKED TO APPROVE A DEMONSTRATION AT A FUND RAISER FOR A DISABILITY GROUP IN NASSUA COUNTY AND SAID NO BECAUSE OF THE DISTANCE AND BECAUSE I DON'T BELIEVE WE SHOULD BE INVOLVED IN OTHER ORGANIZATIONS FUNDRAISING.
- 2-15-17 IS A BIG PROBLEM. I OBTAINED THE EMAIL ADDRESS FOR THE REPRESENTATIVE AT PROLINER AND SENT A REQUEST FOR A LIST OF REPAIRS MADE TO DATE. THE EMAIL WAS SENT ON 9/9/13 AND AS OF TODAY 9/12 I HAVE NO REPLY. PLEASE NOTE THAT THE 3RD DC MADE THE SAME REQUEST SEVERAL DAYS PRIOR AND HE ALSO HAS HAD NO REPONSE. SINCE PUTTING THE RIG BACK ON LINE A FEW DAYS AGO WE HAVE FOUND ADDITIONAL PROBLEMS. THERE IS A TREMENDOUS AMOUNT OF STATIC ON THE MEDCOM RADIO. 3RD dc AND CHIEF DISPATHER ARE WORKING ON THIS. THE O2 GUAGE IS READING 30 WHEN IN FACT THERE IS 2000 LBS. HOWEVER, BECAUSE THE GUAGE ON THE TANK FACES INTO THE RIG AND THERE IS NO WAY TO SEE IT FROM INSIDE INORDER TO READ IT YOU NEED TO PUT YOUR PHONE IN AND TAKE A PICTURE. TODAY THE RIG IS EXPERIENCING LOUD "BANGING" WHEN PUT INTO REVERSE. AS WE HAVE THE SAME RIG COMING IN SOON I SUGGEST WE GET OUR ATTORNEY INVOLVED. I WOULD SUGGEST AN ATTEMPT TO GET OUT OF THE CONTRACT.

- THE BASEMENT IS OVERFLOWING WITH JUNK AGAIN. WHY ARE ALL THE OLD COMPUTER PARTS AND WHAT LOOKS LIKE A MICROFICHE MACHINE DOWN THERE? THEY SHOULD ALL BE DISCARDED.
- OLD COMPUTERS WERE TO BE SOLD. WHAT IS THE STATUS OF THIS PROJECT.
- WEBSITE DOCUMENTS SHOWS SOP'S AS OF 8/12, THERE HAVE BEEN UPDATES SINCE THEN. AS PER THE BYLAWS UPDATES TO THE SOP'S ARE TO BE POSTED ON THE WEBSITE NO LATER THAN 10 DAYS FOLLOWING THE BOD APPROVAL. I AM CONCERNED THAT THESE CHANGES WILL BE LOST.

Change of Status:	#	From	To	As Of
Nathan Bruskin	1380	Aid	FA	7/15/13
Michael Campanelli	1394	Disp Trn	Dispatcher	8/21/13
Matthew Gershuny	1367	Aid	FA	7/15/13
Tomoko Hirasawa	1404	Disp Trn	Dispatcher/OBS	8/12/13
Joseph Kaempf	1389	Aid	FA	7/15/13
Heidie Magerle	1163	Dr Trn	Driver	7/15/13
Paul Nathan	1235	FA	ACL	7/15/13
Michael Roff	1394	Disp Trn	Dispatcher	8/21/13
Diane Tanko	1240	FA	ACL	7/15/13
Loreley Villamide-Hererra	1370	FA	Driver Trainee	8/14/13

Old Business: None

New Business:

Director Canty reported to the Board that over 100 members are not eligible for gift cards and a reminder blast email was sent. Social event eligibility criteria was also emailed.

Red Jackets that were not being ordered from when Maxine Epstein began chairing the Uniform committee will resume to be purchased as per the approved Uniform Code.

Motion by Jeffrey O’Neill and seconded by Brian Canty to adjourn the meeting at 22:15 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: September 22, 2013

Amended and approved: September 26, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: September 26, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**ABSENT**
Chief Martha Brenner (MB)	**ABSENT**

Guests: John Palmieri, Peter Nakelski, Lori Stone, and Lehti Laas

Meeting called to order at: 1930 hours

Director Canty called into the meeting.

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of September 12, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Director Canty entered the meeting at 19:34 hours.

Proposals-
SOP 05-2013 Amendments & Updates Certification Requirements
New York State Vital Signs Conference Awards Ceremony
Holiday Gift Cards
Fireman's Association State of NY Legislative Conference
Annual Dues NYS Association of Fire Chiefs 2014/2015
Annual Dues Firemen's Association of the State of NY 2014/2015
Explorer Post 215 Renewal 2013-2014 School year
Explorer Post 215 Associate Advisors, Committee Members and Adult Leaders Appointments for 2013
Amended Explorer Post 215 Activities 2013-2014*
Explorer Post 215 Photo Release Form 2013-2014
Explorer Post 215 Rules of Conduct 2013-2014
Annette Hershkowitz Attendance at New York State Volunteer Ambulance & Rescue Association Pulse Check 2013 Memorial Service/Banquet

SOP 05-2013 Amendments & Updates Certification Requirements

Motion by Robert Franz and seconded by Thomas O'Leary to approve as amended SOP Change 05-2013 which amends and updates the certification requirements for SOP Article V Sections 4 – First Aider, 5- Aide, 6 – Observer, 7 – Dispatcher and 8 - Trainee . The proposed SOP was printed in the September Pulse and discussed at the September General Membership Meeting.

Article V - Crewmember Responsibilities -- Other Crew Members

Section 4 - First Aider:

1. A First Aider must be properly certified as per Article I, section 3b of the By-Laws ~~hold a valid American Red Cross Advanced First Aid card and a BLS CPR card or a valid EMT card, First Responder Card or equivalent.~~

Section 5 - Aide:

1. An Aide must be properly certified as per Article I, section 3b of the By-Laws ~~hold a valid American Red Cross Advanced First Aid card and a BLS CPR card or a valid EMT card, First Responder Card or equivalent.~~

Section 6 – Observer:

1. An Observer must be properly certified as per Article I, section 3b of the By-Laws.

Renumber items 1 to 4 as 2 to 5.

Section 7 - Dispatcher:

1. The Dispatcher must be properly certified as per Article I, section 3b of the By-Laws ~~have a valid Advanced First Aid card.~~

Section 8 –Trainee:

1. The Trainee must be properly certified as per Article I, section 3b of the By-Laws.

Renumber items 1 to 3 as 2 to 4.

2/3 approval needed

MOTION APPROVED UNANIMOUSLY

Note: For a clean version of the approved SOP see the end of the minutes.

New York State Vital Signs Conference Awards Ceremony

Motion by Brian Canty and seconded by Roger Winter to authorize Thomas D'Antino to attend Vital Signs EMS Conference 2013 Awards Ceremony, October 25-26, 2013, Buffalo Niagara Convention Center, Convention Center Plaza, Buffalo, New York, hotel accommodations not to exceed $125.00, plus applicable taxes, Friday night October 25, meals and incidental expenses not to exceed GSA federal government rate (as of 10/1/12 GSA rate is $56.00, Buffalo) (breakfast, lunch, and dinner) (less 25% for travel days) per day per person, providing no meals are included as part of the registration package (alcoholic beverages are excluded for reimbursement), round trip coach air fare not to exceed $350.00 per person per trip, round trip transportation from/to Huntington to/from the airport of $40.00 per person per trip, round trip shuttle bus from the airport to/from hotel not to exceed $40.00 per person. Reimbursement of deposits or prepaid tickets due to non-attendance is the responsibility of the member, unless an exception is requested by the member in writing and approved by the Board of Directors. Reimbursement will be in accordance with HCFAS Purchasing Policy Procedures and will include original receipts, approved by the President and Chief, and submitted to the Treasurer at the same time (single package) within 10 days of return from the conference. The Treasurer will provide the Board of Directors an accounting for this conference at the Board of Directors meeting immediately following the request for reimbursement after the event.

HCFAS funds

Date of E-Mail Vote 9/17/2013

Response; Brian Canty - yes, Roger Winter - yes, Jeff O'Neil – no response, Joe Denimarck – no response, Chief Martha Brenner - yes, Tom O'Leary - yes, Bernard Poole - yes, Richard Stone - yes, Robert Franz - yes

Voting results 7-0-0 (2 no response)

MOTION APPROVED

Holiday Gift Cards

Motion by Treasurer Brian Canty and seconded by Richard Stone to authorize and approve the purchase and distribution of a $125.00 Bank Card (from a local bank) to eligible active members, in accordance with the Holiday Gift Card Eligibility approved by Board of Directors on 6/23/11 as amended as a SOP change on 8/23/12 and inactive life members. The distribution of the gift cards will be made on December 9, 2013. The Vice President will be responsible for the purchase and distribution of the gift cards.

HCFAS Funds

Yes: RF, JO, TO, BC Abstain: RS

MOTION APPROVED

Fireman's Association State of NY Legislative Conference

Motion by Robert Franz and seconded by Brian Canty to authorize and approve Robert Franz, at his discretion, to attend the Firemen's Association State of NY legislative conference on Sunday November 3, 2013 in Albany, NY. Meals and mileage & tolls will be reimbursed in accordance with the PPP.

HCAD Funds

MOTION APPROVED UNANIMOUSLY

Annual Dues NYS Association of Fire Chiefs 2014/2015

Motion by Robert Franz and seconded by Brian Canty to approve and pay annual dues requests ($35.00 for 2014) for new or renewal active or affiliated membership in the NYS Association of Fire Chiefs for any director or chief officer holding office in 2014 or 2015 and for any past president or ex-chief.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Annual Dues Firemen's Association of the State of NY 2014/2015

Motion by Robert Franz, seconded by Brian Canty to approve and pay annual dues requests ($15.00 for 2014) for new or renewal active or associate membership in the Firemen's Association of the State of New York for any director or chief officer holding office in 2014 or 2015 and for any past president or ex-chief.

HCAD funds
MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Renewal 2013-2014 School year
Motion by Brian Canty and seconded by Robert 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 October 15, 2013 in accordance with HCFAS By-Laws Article III, Section 7. Further, to approve the dues payment of $17.00 for each of the 25 youth participants and 10 registered adult participants as listed below and the annual participation fee of $40.00.

10 Registered Adult Participants - $ 170.00 **HCFAS funds**
25 Registered Youth Participants - $ 425.00 **Post 215 funds**
Participation Fee - $40.00 **HCFAS funds**
<u>Total: $ 635.00</u>

HCFAS Funds and Post 215 funds

Youth		**Registered Advisors**
Castillo	Vincent	**Chief Advisors**
Clarke	Brendan	Sheryl Roach
Dentry	Nathan	**1**
Forno	Cristobal	
Goodman	Matthew	**Associate Advisors**
Guevara	Yessica	John Maier
Harvey	Alanna	Terry Sorrentino
Heath	William	Dominic Heavey
Hoffman	Sam	Tyler Gibbs
Ishikawa	Riki	Angela Nicoletto
Jenkins	Katherine	**5**
Ludwicki	Henry	
Maier	Chad	**HCFAS BSA Committee Members**
Martorell	Jessica	Brian Canty
Mejia	William	Sue Otto
Nicoletto	Kelly	Liz Steenson
Pacas	Julio	Roger Winter
Palatnick	Skyler	**4**
Raynor	Danielle	
Renderos	Joshua	**HCFAS Post 215 Committee Members**
Roach	Dana	Mary Winter
Siegel	Marina	
Sorrentino	Melissa	
Suarez	Sofia	

Sullivan	Andrew	
25		
		10

2/3 approval needed
MOTION APPROVED UNANIMOUSLY **(**Note: RW voted)

Explorer Post 215 Associate Advisors, Committee Members and Adult Leaders Appointments for 2013

Motion by Robert Franz and seconded by Thomas O'Leary to approve Post Chief Advisor Sheryl Roach's appointment of the above listed associate advisors, committee members and adult leaders effective October 15, 2013 in accordance with Post 215 Standard Operating Procedures Article II, Section 2.

2/3 approval needed
MOTION APPROVED UNANIMOUSLY **(**Note: RW voted)

Amended Explorer Post 215 Activities 2013-2014*

Motion by Brian Canty and seconded by Robert Franz to approve the following events and fund raisers that Explorer Post 215 may participate in for the 2013-2014 school year. Chief Advisor Sheryl Roach will oversee all events with the appropriate adult supervision. Any activity that requires a permission slip for Explorer Post 215 will be included in the prerequisite for participation. If a BSA permission slip is necessary that will also be required for participation As well as any Boys Scouts of America permit required. If insurance coverage for an activity is necessary all necessary documentation will be requested from our insurance committee chair.

1. Joint Training with BSA Troop 218/or any other BSA Troop - TBA
2. Spring Donation Food Drive – Scouting for Food – TBA
3. St. Patrick's Day Parade/Dinner - TBA.
4. Touch-A-Truck/Earth Day - TOH - TBA.
5. Fund Raisers - Candy Sales, Cookie Dough, Raffle Fundraiser … - TBA
6. EMS Week Open House - TBA.
7. Explorer Post 215 Installation Breakfast/Dinner - TBA.
8. Participation in a Charity Softball game – TBA.
9. Explorer Post 215 Open House/Recruitment Meeting - TBA.
10. Annual Pasta dinner Fundraiser- TBA.
11. Joint trainings with any 2nd Division departments' Juniors or trainings that HCFAS may participate in
12. Ice Skating with other local Department Youth Squads.
13. Participation in Parades: St. Patrick's Day, HMFD, GFD, Memorial Day, Annual Huntington Holiday Parades – TBA

14. Medical Communications Tour – TBA
15. Huntington's Fall Festival First Aid Patrols/Ambulance Tours – TBA
16. Civil Air Patrol Rescue Drills – TBA
17. HCFAS Assorted Children's Parties – TBA
*18. Crestwood Day Camp Family Fun Day – TBA
*19. Baseball Games/EMS Facility Tour at Citifield, Yankee Stadium, or similar stadium setting – TBA
*20. JFK Airport EMS Tour – TBA
*21. MCI Drills – TBA
*22. 911 Memorial and/or Museum Tour – TBA
*23. Ellis Island/Statue of Liberty Tour – TBA
*24. Bodies Exhibit/South Street Seaport Trip – TBA
*25. Wilderness Extrication Drill/Canine Search & Rescue – TBA
*26. Second Precinct Police Department – Tour/Educational Lecture

MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Photo Release Form 2013-2014
Motion by Brian Canty and seconded by Robert Franz to adopt the Explorer Post 215 Photo Release form as presented. This form is a duplicate of the BSA photo release with revisions to accommodate HCFAS Explorer Post 215. The Photo Release Form was reviewed by Lauren Vlachos, and given the approval by Suffolk County Boy Scouts of America.
MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Rules of Conduct 2013-2014
Motion by Brian Canty and seconded by Robert Franz to adopt the Rules of Conduct. The Rules of Conduct are a synopsis of the SOP's and by-laws to make it easier for the youth members to understand and follow.
MOTION APPROVED UNANIMOUSLY

Annette Hershkowitz Attendance at New York State Volunteer Ambulance & Rescue Association Pulse Check 2013 Memorial Service/Banquet
Motion by Robert Franz and seconded by Brian Canty to extend an invitation to Annette Hershkowitz (wife of Life Member, the late Bernie Hershkowitz who will be honored) to attend the New York State Volunteer Ambulance & Rescue Association Pulse Check 2013 Memorial Service / Banquet. The event is to be held Saturday, Oct. 19, 2013 in Suffern, NY at a cost of $75.00. Further to include 1 night at the Crowne Plaza Hotel (site of the service/banquet) and also to include Sunday breakfast, mileage and tolls at a cost not exceed $225.00. All paid original invoices must be submitted to the Treasurer within 10 days of return from Pulse Check to be reimbursed.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:

Motion by Brian Canty and seconded by Robert Franz to accept the following for payment in accordance with the PPP and previous Board of Director motions:

Sep 12, 2013 to Sep 26, 2013 38 Transactions HCAD Funds $34, 617.33
Sep 12, 2013 to Sep 26, 2013 1 Transactions Explorer Post Funds $17.71

MOTION APPROVED UNANIMOUSLY

Transfers:

9/13/2013 Transfer from HCAD Savings to HCAD Checking $25,000

Medical Committee –

Savasta Medical Services will be conducting annual Squad physicals and flu shots on Saturday, October 5, 2013, from 9:00 AM – 11:30 AM. Flu shots will also be given on Monday, October 14th from 7 – 8pm.

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Richard Stone to approve the following LOA's:

LOA's:	#	From	To	Type	Day
Connie DeGrassi	1395	8/19/13	11/19/13	Medical	Monday
Sara Manning	1345	8/28/13	11/28/13	Extended Medical	Monday
Gregory Orr	983	9/4/13	12/4/13	Emergency Medical	Tuesday
Meagan Pereira	1344	10/15/13	1/15/14	Operational	Saturday
Fernando Rivadeneira	965	9/1/13	12/01/13	Educational	CO8
Jonathan Stone	1052	9/12/13	12/12/13	Emergency Medical	Thursday
John Vasquez	1327	9/21/13	12/21/13	Extended Educational	Friday

MOTION APPROVED UNANIMOUSLY

Probation Ending:

Motion by Robert Franz and seconded by Richard Stone to grant active membership in accordance with Article III, Section 2 of the By-Laws to Elizabeth Beach, member #1377, eligible 8/25/13, effective 9/26/13.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Richard Stone to grant active membership in accordance with Article III, Section 2 of the By-Laws to Joseph Kaempf, member #1389, eligible 9/2/13, effective 9/26/13.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Richard Stone to grant active membership in accordance with Article III, Section 2 of the By-Laws to David Kaufman, member #1390, eligible 8/25/13, effective 9/26/13.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Return to Duty:	#	**Return Date**	**From**	**To**	
Todd Atkin	993	8/16/13	Medical	Dispatch Only	
Mark Brenner	449	7/1/13	Operational	Active	
Mark Cappola	1087	9/4/13	Medical	Dispatch Only	
Mark Cappola	1087	9/23/13	Dispatch Only	Active	
Laurie Hoffmann	1243	9/23/13	Emergency Medical	Active	
Daniel Kelly	1096	9/3/13	Medical	Active	
David Mohr	748	9/23/13	Dispatch Only	Active	
John Palmieri	499	9/17/13	Operational	Active	
Vito Reciniello	659	8/26/13	Emergency Medical	Active	
Bazeel Walters	1137	5/21/13	Operational	Active	

Motion by Robert Franz and seconded by Richard Stone to accept the resignation of Donna Maltese, member #1151, effective 9/17/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Richard Stone to accept the resignation of Amanda Manning, member #1322, effective 9/17/13. Note- No duty shift activity since 5/18/12
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Richard Stone to accept the resignation of Susan Taddonio , member #1402, effective 7/25/13.
MOTION APPROVED UNANIMOUSLY

LOSAP
- The 2012 LOSAP Benefit Statements were received from Penflex, Inc. and were distributed to all active members in their mail folders. The distribution of statements to non-active retirees and terminated vested participants were mailed to those participants.
- It appears that after the TOH pays the 2012 LOSAP contribution of $356,812, the HCFAS LOSAP fund at 12/31/12 is underfunded by approximately $293,000 ($471,000 in 2011). Net investment income was $302,000 for 2012 vs. $26,000 for 2011.

Personnel:
-On September 13, 2013 I and the member who suffered a sprained ankle on an August 30, 2013 call met separately with a NYSIF field office investigator concerning the member's claim. We

both gave signed statements to the investigator. NYSIF has started payments to the member for days of work missed due to the temporary disability. The member will also submit a claim under our VFIS accident and sickness policy.

SC Recruitment Committee Meeting September 18, 2013:

- Viewed new TV Commercial with Marvel Comic illustrator's drawings and heard new radio commercial. TV ad was aired on Monday night football already.
- Viewed new items with illustrator's drawings (sample posted on the bulletin board) – department posters, volunteer poster, print ad, website, e-blasts, twitter and Facebook updates and car window wraps.
- An application was filed for a new DHS Safer Grant which contains the SCCC tuition assistance plus college loan repayment and legacy tuition assistance.
- Suffolk's Bravest website receives approximately 150 recruit referrals per month.
- Committee looking into eligibility to receive some funds held by the State OFP from NYS individual tax return voluntary contributions.

Chief's Report – Martha Brenner:

Personnel Report

Change of Status:	#	From	To	As Of
Michael Campanelli	1396	Disp Trn	Dispatcher	8/21/13
Carolyn Carkett	1374	ACL	CL	8/18/13
Tomoko Hirasawa	1404	Disp	FA	9/18/13
Douglas Mayer	1384	Aide	FA	9/16/13
Matthew Moran	1391	Disp	Aide	9/18/13

Over Due LOA's:	#	From	To	Type	Day	
Michael Marinello	1046	6/6/13	9/6/13	OLOA	Thur	
Brian Milliken	1085	1/1/13	6/1/13	Educational	Thur	
Monique Moreno	1042	4/22/13	7/22/13	Medical	Monday	LOI Sent 9/17/13

Brian Milliken responded to the LOI sent to him on 8/6. He was supposed to return to duty but had not as of 9/16. I spoke with him and he said that he would be returning within a week. As of 9/26 he still has not shown up for a shift. He was sent a second LOI on 9/26 stating that he has one week to show up for a shift or I will be recommending he be dropped.

Monique Moreno responded to her LOI sent on September 17th. She intends to return to duty as dispatch only. She has been informed that she has to have a Return to duty form signed by her doctor, review trainings must be up to date, she must have a valid CPR and RTE card, and she has to find a shift that needs a dispatcher.

The Day Captain is contacting Michael Marinello. A letter has been sent reminding him that was due back 9/6/13.

President's Report – Roger Winter:

Life Membership – John Palmieri will be the initial person to represent the committee.
Membership Badges – The badges have been received and distributed to Chief Brenner.
Committee List for 2013 –The list has been updated at this time. Requests have been made to participate on committees. I am always asking committee chairpersons for their recommendations.
ID Badge System –working on getting photos of all members. We need just a few of the newer members..
Fund Drive – to date we have received over $67,000
Explorer Post 215 –Sheryl Roach –
The new group of explorers will be having their first meeting next month, picture ID cards and events for the year will be discussed.
MC Alliance project: Additional monitoring equipment has been installed to better gauge our electrical usage.

Old Business:
-Murphy beds are being looked into by Director Poole

New Business:
2-15-17 has Diesel Emission Fluid (DEF)- an additive to help burn off emissions, if it is low, a dash board light comes on now. The 3rd Deputy should be immediately notified if the light comes on.

Director O'Neill inquired about B. Poole's email to President Winter regarding Jeff's receipt of the life insurance policy dec sheet & invoice and bid solicitation.

Motion by Brian Canty and seconded by Thomas O'Leary to adjourn the meeting at 21:15 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: October 6, 2013

Amended and approved: October 10, 2013
MOTION APPROVED

Proposed SOP Change 05-2013 as amended and approved by the Board of Directors on September 26, 2013.

Article V – Crewmember Responsibilities – Other Crew Members

Section 4 - First Aider:

1. A First Aider must be properly certified as per Article I, section 3b of the By-Laws.

Section 5 - Aide:

1. An Aide must be properly certified as per Article I, section 3b of the By-Laws.

Section 6 - Observer:

1. An Observer must be properly certified as per Article I, section 3b of the By-Laws.

Section 7 - Dispatcher:

1. The Dispatcher must be properly certified as per Article I, section 3b of the By-Laws.

Section 8 - Trainee:

1. The Trainee must be properly certified as per Article I, section 3b of the By-Laws.

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: October 10, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**ABSENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Tim Glynn of Glynn Mercep and Purcell, LLP, Alyssa Axelrod, John Palmieri, Lehti Laas (via phone)

Meeting called to order at: 19:30 hours

Motion by Robert Franz and seconded by Brian Canty to enter into Executive Session at 19:30 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 20:30 hours

A discussion of dates to have a hearing was discussed and the following dates were chosen: October 21, 2013, October 24, 2013, November 4, 2013, and November 19, 2013.
The Secretary will communicate the dates to Tim Glynn tomorrow.

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of September 26, 2013 as amended.
Yes: RF, TO, BC Abstain: JO, BP, MB
MOTION APPROVED

A consensus vote for prospective member candidate Vanessa Wejuli to proceed with a physical was obtained: Yes: 3 No: 2 Abstain: 1

Proposals-
HCFAS members' email addresses for the purpose of sending the Candidates' Qualifications
Advancement of $100.00 for the Cash Box – Election Day
Board of Directors Annual Dinner Meeting
Operational Officers Annual Dinner Meeting
Town of Huntington Chiefs Council Annual Dinner
General Meeting Room Use Request Sunday 10/27/13 – Annette Hershkowitz #82

Replacement of the Ready Room Floor
Winter Jacket Purchase

HCFAS members' email addresses for the purpose of sending the Candidates' Qualifications

Motion by Robert Franz, and seconded by Thomas O'Leary to authorize and approve candidates for office in 2014 a single use of HCFAS members' email addresses for the purpose of sending the candidates' qualifications and other pertinent information to members to solicit their votes. Upon request of the candidates, Brian Canty will facilitate the transmittal of the candidates email**.**

Yes: RF, JO, TO, BP, MB Abstain: BC

MOTION APPROVED

Advancement of $100.00 for the Cash Box – Election Day

Motion by Brian Canty and seconded by Robert Franz to authorize the Treasurer to submit a PO for the advancement of $100.00 to fund the cash box for change when members pay their annual dues on December 9, 2013. A full accounting of the Dues monies that are collected and the accounting of the $100.00 advanced monies are to be detailed in a financial report to be given by the Treasurer by December 16, 2013.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Board of Directors Annual Dinner Meeting

Motion by Brian Canty and seconded by Robert Franz to approve the 2013 & 2014 Board of Directors Annual Dinner meeting at a date and time to be determined by the President, at a cost not to exceed $2,000.00, sales tax exemption certificate must be utilized. The President will be responsible to timely inform all eligible attendees of the date, time and location of the dinner.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Operational Officers Annual Dinner Meeting

Motion by Chief Martha Brenner and seconded by Brian Canty to approve the 2013 & 2014 Operational Officers Annual Dinner meeting at a date and time to be determined by the Chief, at a cost not to exceed $2,000.00; sales tax exemption certificate must be utilized. The Chief will be responsible to timely inform all eligible attendees of the date, time and location of the dinner.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Town of Huntington Chiefs Council Annual Dinner

Motion by Chief Martha Brenner and seconded by Brian Canty to purchase no more than twelve (12) tickets at a cost of $85.00 per person to the Town of Huntington Chief's Council Annual Dinner November 3, 2031 from 4:00p to 8:00p with an open buffet. The dinner will be held at the Thatched Cottage. The total cost is not to exceed $1020.00 for the dinner. Checks are to made payable to Town of Huntington Chief's Council, forward checks to HMFD 1650 New York Avenue Huntington Station, New York.

HCAD Funds
MOTION APPROVED UNANIMOUSLY

General Meeting Room Use Request Sunday 10/27/13 – Annette Hershkowitz #82
Motion by Robert Franz and seconded by Thomas O'Leary to permit Annette Hershkowitz #82 the use of the General Membership Meeting Room to conduct a luncheon following a gravesite service for past member Bernard Hershkowitz on Sunday, October 27, 2013 from 12:00PM (noon) to 5:00PM. Set-up time will be on Saturday October 26, 2013 from 3:00PM to 5:00PM and on Sunday from11:00AM to the event start. Cleanup will be from 5:00PM to 6:00PM after the event. A Security deposit has been received. The calendar has no events scheduled for this date and times. Insurance certificates and a vendor hold harmless agreement are required for this event. No alcohol will be served. The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room.
MOTION APPROVED UNANIMOUSLY

Replacement of the Ready Room Floor
Motion by Chief Martha Brenner and seconded by Brian Canty to accept the low bid for replacement of the ready room floor as supplied by Apple Floor and Window in an amount not to exceed $5250.00. A detailed contract of work and a certificate of insurance naming HCFAS as an additional insured will be obtained, and on receipt the President is authorized to sign the agreement. The Chief's office will oversee the project.
HCAD funds
Rational
bids as attached
Apple Floor and window $5,250.00
Complete Office Interiors $7,380.00
Marina Carpet $8,500.00
The project will take up to a week. The vendor understands that we are a 24-7 operation and access to the dispatch office must remain open at all times. Apple Floors recently worked at CSHFD.

Motion by Brian Canty and seconded by Chief Martha Brenner to table the motion.
MOTION APPROVED UNANIMOUSLY

Winter Jacket Purchase
Motion by Chief Martha Brenner and seconded by Thomas O'Leary to purchase 100 winter jackets from Long Island Printing at a cost not to exceed $150 per jacket based on lowest bid per the supporting documentation. At this time, jackets are to be distributed to non-probationary riding members without EP Gear only.
HCAD funds
Yes: TO, MB No: RF, JO, BC, BP
MOTION NOT APPROVED

Motion by Brian Canty and seconded by Thomas O'Leary to purchase up to 75 winter jackets from Long Island Printing at a cost not to exceed $150 per jacket based on lowest bid per the

supporting documentation. At this time, jackets are to be distributed to non-probationary riding members without EP Gear only. A list of jackets distributed will be provided to the BOD.
Yes: JO, TO, MB, BC No: RF Abstain: BP
MOTION APPROVED

Treasurer's Report – Brian Canty:
Motion by Brian Canty and seconded by Bernard Poole to accept the following for payment in accordance with the PPP and previous Board of Director motions:

Sep 26, 2013 to Oct 10, 2013 HCAD 37 Checks Totaling $50,587.94
Sep 26, 2013 to Oct 10, 2013 HCFAS 7 Checks Totaling $ 1,280.70
MOTION APPROVED UNANIMOUSLY

Transfers:
9/27/2013 Transfer from HCAD Savings to HCAD Checking $40,000
10/09/2013 Transfer from HCAD Savings to HCAD Checking $30,000

Secretary's Report –Robert Franz:
Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

Name:	#	From	To	Type	Day
Joseph Denimarck	883	10/9/13	1/9/14	Operational	Company 8
Kenneth Manning	1236	10/11/13	1/11/14	Operational	Friday
Nathaniel Watts	1316	10/1/13	1/1/14	Extended Medical	Monday
Mary Winter	485	10/23/13	1/23/14	Extended Medical	Tuesday
Leslie Wissner	1285	10/6/13	1/6/14	Emergency Medical	Sunday

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to rescind Paul Rittenhouse #1146, Educational LOA 10/2/13 – 1/15/14 that was approved at the 9/12/13 BOD meeting.
MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Matthew Moran, member #1391, eligible 10/4/13, effective 10/10/13.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name:	#	Return Date	From	To	
Krystal Cruz	1211	9/27/13	Operational	Active	

Ann Maloney	921	10/7/13	Operational	Active	
Maria D Valentine	1355	8/25/13	Operational	Active	
Mary Jane Woznick	769	10/8/13	Medical	Dispatch Only	

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the resignation of Brian Milliken, member #1085, effective 10/3/13.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the resignation of probationary member James Murphy, member #1393, effective 9/18/13.
MOTION APPROVED UNANIMOUSLY

Return to Duty:	#	**Return Date**	**From**	**To**	
Krystal Cruz	1211	9/27/13	OLOA	Active	
Ann Maloney	921	10/7/13	OLOA	Active	
Paul Rittenhouse	1146	Decided against going on Leave	ELOA	Active	
Maria D Valentine	1355	8/25/13	OLOA	Active	
Mary Jane Woznick	769	10/8/13	MLOA	Dispatch Only	

Personnel:
-On October 10, 2013 a member injured their right knee after falling while exiting the driver's side of an ambulance. The member is in process of having a MRI to determine the extent of the injury. The member has not returned to their regular work. The claim has been submitted to NYSIF & WCB.
-On October 2, 2013 a member was served with a subpoena to give testimony on 10/24/13 at the plaintiff's law office in Garden City. This issue has been turned over to our attorney Glynn Mercep & Purcell. HCFAS is not named in the litigation.

TOH 12th Annual Women's Networking Day – Monday 10/7/13
Approximately 14 members attended the ceremony to see TOH Councilwoman Susan Berland present Ex-Chief Andrea Golinsky the Town of Huntington's Annual Women's Networking Day's Women of Distinction Award. It was a great recognition for a 40 year HCFAS member and for HCFAS. Thank you to the Board of Directors for your support.

Chief's Report – Martha Brenner:

Change of Status:	#	**From**	**To**	**As Of**
Krystal Cruz	1211	CL	FA	10/9/13
Louis Dell	1388	Obs	Aid	10/9/13
Cynthia Feliciano	1400	Disp Trn	Dispatcher	9/30/13
Nadia Tomasi	1398	Disp Trn	Dispatcher	9/30/13

Over Due LOA's:	#	From	To	Type	Day	
Michael Marinello	1046	6/6/13	9/6/13	OLOA	Thur	LOI Sent on 10/8/13
Monique Moreno	1042	4/22/13	7/22/13	Medical	Monday	Requesting Resignation

- A PROPOSAL FOR A NEW POWER STRETCHER STILL WAITING ON PAPER WORK FROM 2ND DC
- A NEW LIAISON IS NEEDED FOR THE UNIFORM COMMITTEE. IN THE MEANTIME I AM WORKING WITH THEM AND HANDLING THE PURCHASE ORDERS. THERE IS A NEW UNIFOR CODE COMMITTEE WHO BEGAN WORK THIS MONTH MOVING TOWARDS UPDATING AND STREAM LINING THE CODE. I WAS GIVEN A TENATIVE FINISH DATE OF JANUARY 2014.
- NO REPORTS THIS MONTH ON THE MOUSE PROBLEM
- PERSONNEL REPORT IS BEING SENT UNDER SEPARATE COVER
- HANDSONLY CPR HAS COMPLETED A FEW TRAININGS SINCE THE FIRST IN MAY AND HAS TRAINED 165 PEOPLE TO DATE. TRAINING IS SCHEDULED FOR SCRIPTS PHARMACY IN HUNTINGTON STATION. TWO OF OUR BILINGUAL MEMBERS HAVE AGREED TO ASSIST. THEY WILL ALSO BE AT THE FALL FESTIVAL
- 2-15-17 ‘S PROBLEMS ARE GROWING. IT IS NOW AT A FORD DEALER FOR A TRANSMISSION PROBLEM. FROM THERE IT WILL GO TO PROLINER WITH A LIST OF ITEMS THAT NEED REPAIR. THE CHIEF DISPATCHER HAS AIN INVOICE FROM ITW OUR RADIO REPAIR COMPANY WHO FOUND MULTIPLE SPLICES IN THE SYSTEM FROM RADIO TO ANTENNAE. OUR COMMUNICATION CHAIR IS ATTEMPTING TO GET A COPY OF THE WORK ORDER FOR THE INITIAL INSTALLATION. THERE IS A QUESTION OF WHETHER THIS WAS DONE BY PROLINER OR AN OUTSIDE FIRM. ITW STATED THIS IS NOT A PROPER INSTALLATION
- AGAIN I ASK THAT OUR ATTORNEY BE BROUGHT IN TO DEAL WITH THE NEW AMBULANCE ORDER. I AM ASKING PERMISSION TO CONTACT TIM GLYNN TO REVIEW WHAT WE SHOULD BE DOING AND WHAT INFORMATION HE NEEDS FROM ME
- DOWN TOWN RENIASSANCE ISSUE STILL PENDING. WE WILL MEET WITH TOWN OFFICIALS AGAIN AFTER THE ELECTIONS
- THE BASEMENT IS OVERFLOWING WITH JUNK AGAIN. WHY ARE ALL THE OLD COMPUTER PARTS AND WHAT LOOKS LIKE A MICROFICHE MACHINE DOWN THERE? THEY SHOULD ALL BE DISCARDED. THIS IS AN ON GOING PROBLEM
- OLD COMPUTERS WERE TO BE SOLD. WHAT IS THE STATUS OF THIS PROJECT?
- THANK YOU DIRECTOR O’NEIL FOR MOVING FORWARD ON HAVING THE SOP’S UPDATED ON THE WEBSITE

- ❖ THE PROPOSAL FOR NEW AED'S STATED THE OLD WERE TO BE DISPOSED OF. I PROPOSE WE GIVE THEM TO QUEEN ANNE'S COUNTY. THEY WILL SUPPLY A THANK YOU LETTER CONFIRMING THEY ARE TAKEN IN AS IS CONDITION AND HCFAS ASSUMES NO LIABILITY
- ❖ FORMS: MANY ARE OUTDATED. WHERE CAN A MEMBER GO TO FIND A LIST OF FORMS WITH THE APPLICABLE REVISION DATE? WHO IS IN CHARGE OF THE FORMS CATOLOG? MANY OF THESE FORMS SHOULD BE ADDED TO THE WEBSITE, i.e. RETURN TO DUTY, PURCHASE ORDERS. I HAVE A MEMBER WILLING TO TAKE ON THIS TASK. UNDER WHAT COMMITTEE SHOULD HIS HAPPEN?

Old Business: None

New Business: None

Motion by Bernard Poole and seconded by Brian Canty to adjourn the meeting at 22:40 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: October 21, 2013

Amended and approved: October 24, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: October 24, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: John Palmieri, Kyle Rudden, Alyssa Axelrod, Philip Schmidt

Meeting called to order at: 19:30 hours

Motion by Robert Franz and seconded by Chief Martha Brenner to approve the minutes of October 10, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Vice President Richard Stone entered the meeting at 19:32 hours.

Treasurer Canty entered the meeting at 19:32 hours.

For disposition on new members and consensus votes on prospective members, see the Secretary's Report.

Proposals-
SOP 04-2013 Changes Leave of Absence (tabled)
NYSVA&RA Scholarship Recipient -Steeven Jean
Amended Town of Huntington Chiefs Council Annual Dinner
General Meeting Room Use Request Saturday 10/9/13 – Mary Winter #485
Operational Officers plaque like awards 2013
Annual Veterans' Day Wreath Ceremony – November 10, 2013 at Town Hall
Children's Holiday Party

SOP 04-2013 Changes Leave of Absence
Motion by Robert Franz and seconded by Richard Stone to approve as amended SOP Change 04-2013 which amends Article II Section 3 Leave of Absence. The proposed SOP was printed in the October Pulse and discussed at the October General Membership Meeting. Further to approve

HCFAS form # 146A –Leave of Absence Request form and #146B –Medical Leave of Absence form.
Note: After a lengthy discussion and comment on the SOP a motion to table was made.

Motion by Brian Canty and seconded by Chief Martha Brenner to table the motion.
MOTION APPROVED UNANIMOUSLY to table

NYSVA&RA Scholarship Recipient -Steeven Jean
Motion by Robert Franz and seconded by Roger Winter to authorize Steeven Jean to attend the NYS Volunteer Ambulance & Rescue Association Pulse Check 2013 dinner meeting on Saturday October 19, 2013 in Suffern, NY for the purpose of accepting a Scholarship from the Association. Further to approve mileage & tolls plus meals & incidentals at the GSA rate of $14.75 for Saturday 10/19 and $45.75 for Sunday 10/20. Further to reimburse $140.00 for the hotel room for Saturday night 10/19 if the Association does not provide the room to the recipient. There will be no reimbursement for hotel, meals or other costs that are provided by the Association.
HCFAS Funds
Date of E-Mail Vote 10/16/2013
Response; Brian Canty -, Roger Winter - yes, Jeff O'Neil – yes, Joe Denimarck –, Chief Martha Brenner -, Tom O'Leary - yes, Bernard Poole - yes, Richard Stone -yes, Robert Franz - yes
Voting results 6-0-0 (3 no response)
MOTION APPROVED
Rational:
As is customary in the past, HCFAS would pay for a members travel expenses who is a NYSVARA scholarship recipient.
Andrea announced last night that Steeven Jean would be a recipient of an Association scholarship and that he intends
to attend the dinner at which it will be presented to him. therefore I am polling the board on the following motion.
please reply directly to me.
Thanks.
Bob

Amended Town of Huntington Chiefs Council Annual Dinner
Motion by Chief Martha Brenner and seconded by Brian Canty to purchase fifteen (15) tickets at a cost of $85.00 per person to the Town of Huntington Chief's Council Annual Dinner November 3, 2013 from 4:00p to 8:00p with an open buffet. The dinner will be held at the Thatched Cottage. The total cost is not to exceed $1275.00 the dinner. Checks are to made payable to Town of Huntington Chief's Council, forward checks to HMFD 1650 New York Avenue Huntington Station, New York.
HCAD Funds
Date of E-Mail Vote 10/17/2013
Response; Brian Canty - yes, Roger Winter - yes, Jeff O'Neil –, Joe Denimarck –, Chief Martha Brenner -yes, Tom O'Leary - yes, Bernard Poole - , Richard Stone - yes, Robert Franz - yes
Voting results 6-0-0(3 no response)
MOTION APPROVED

General Meeting Room Use Request Saturday 10/9/13 – Mary Winter #485

Motion by Robert Franz and seconded by Brian Canty to permit Mary Winter #485 the use of the General Membership Meeting Room to conduct a 70th surprise birthday party celebration on Saturday, October 19, 2013 from 5:30PM to 8:30PM. Set-up time will be on Saturday 10/19/13 from 3:30PM to the event start. Cleanup will be from 8:30PM to 10:00 PM on 10/19/13. A Security deposit has been received. The calendar has no events scheduled for these dates and times. Insurance certificates, vendor hold harmless agreements and TIPS certification are required for this event. The member must obtain and pay for an umbrella policy / rider (including host liquor liability) in the minimum amount of $250,000 covering the event if the member is going to serve alcohol with HCFAS named as additional insured (approval pending proper insurance). The member is responsible for contacting the Chief in a timely manner for pre and post inspections of the room.

Oral vote conducted by the Secretary prior to the event: Robert Franz – yes, Bernard Poole – yes, Chief Martha Brenner - yes, Richard Stone - yes, Brian Canty -yes, Joseph Denimarck – LOA, Thomas O'Leary – yes, Jeff O'Neill – yes.

Voting Results: 7-0-0 (1 no response)

MOTION APPROVED

Operational Officers plaque like awards 2013

Motion by Chief Martha Brenner and seconded by Robert Franz to accept the recommendation of the 2013 Operational Officers and authorize and approve Chief Martha Brenner to purchase and present plaque like awards at the 2014 Installation Inspection Dinner for the Operational Officers' 2013 Awards at a cost not to exceed an aggregate amount of $500.00. The award recipients were selected by the 2013 Operational Officers. The awards are for Probationary Member of the Year, BLS Provider of the Year, ALS Provider of the Year, Chiefs Outstanding Performance in the Field and Operational Member of the Year.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Annual Veterans' Day Wreath Ceremony – November 10, 2013 at Town Hall

Motion by Robert Franz and seconded by Brian Canty to accept the recommendation of President Roger Winter, and authorize and approve squad members to attend the annual Veterans' Day Wreath Ceremony on Sunday November 10, 2013 at 9:00 a.m. at Huntington Town Hall's Veterans Plaza. A squad vehicle may be used for transportation and squad members are encouraged to wear their Class "A" uniform or Class "B" with light duty jacket.

MOTION APPROVED UNANIMOUSLY

Children's Holiday Party

Motion by Bernard Poole and seconded by Brian Canty to authorize and approve the Special Events Committee to have the Children's Holiday Party on Saturday, December 7, 2013, from 2:00P.M. - 5:00P.M. at headquarters. The authorized attendees and gift eligibility for this event will be in accordance with the Social Committee protocols of Article IX Section 1-5 of the SOP's which must be posted with the signup sheet including that the child must be present to receive a gift. The Special Events Committee, 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 December 1, 2013. 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 Special Events Committee Children Holiday Party Coordinators, Susan Otto and Trish Reciniello will be responsible for this event and will produce for the Treasurer and Special Event Committee Chairperson, 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 APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:

Motion by Brian Canty and seconded by - to accept the following for payment in accordance with the PPP and previous Board of Director motions:

Oct 10, 2013 to Oct 24, 2013	HCAD	24 Checks	Totaling $13,628.21
Oct 10, 2013 to Oct 24, 2013	HCFAS	1 Check	Totaling $ 2,000.00
Oct 10, 2013 to Oct 24, 2013	POST	3 Checks	Totaling $ 1,012.00

MOTION APPROVED UNANIMOUSLY

Secretary's Report –Robert Franz:

New Members:

Consensus vote for prospective member candidates Danny Mugavero, Steven Brown and Brian Lemp to proceed with a physical was obtained.

Yes: 6 No: 0 Abstain: 1

Consensus vote for prospective member candidate James Carney to proceed with a physical was not obtained. Yes: 0 No: 6 Abstain: 1

Motion by Robert Franz and seconded by Thomas O'Leary to accept Gisselle Aguirre as a new probationary member #1407, Shift: Saturday 1500 in accordance with Article III, Section 2 of the By-Laws.

Yes: RS, JO, TO, MB Abstain: BP, BC, RF

MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept James Carney as a new probationary member #1408, Shift: ? in accordance with Article III, Section 2 of the By-Laws.

No: BP, BC, RF, RS, TO, MB Abstain: JO

MOTION NOT APPROVED

Motion by Robert Franz and seconded by Chief Martha Brenner to grant the following Status Change: Operational LOA to Associate for Michael Marinello, member #1046, effective 10/24/13.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to accept the 10/19/13 resignation of Theresa Wray-Dolgin, member #1315.

Yes: RS, RF, JO, TO, BP, MB No: BC

MOTION APPROVED UNANIMOUSLY

Note: John Palmieri's Return To Duty reported in the 9/26/13 personnel report and minutes was updated to 9/17/13.

Personnel:

-On October 11, 2013 a member was exiting the truck room by the south west door and tripped on the rug outside the door. The member suffered bruises to his hip, back and elbow. This incident is being treated as a first aid claim.

-October 24, 2013 deposition date of a member has not been finalized as of now. Plaintiff's attorney has not received confirmation from SC attorney. Deposition will probably be at HCFAS.

Insurance:

The 1/1/14 renewal of our NYSIF VAWBL coverage is in progress.

The 11/27/13 renewal of our VFIS Accident & Sickness policy including on duty accidental death / dismemberment coverage is in progress.

Chief's Report – Martha Brenner:

- PLECTRON MOTION WILL BE AT OCTOBER MEETING NOVEMBER OFFICERS MEETING.
- A PROPOSAL FOR A NEW POWER STRETCHER STILL WAITING ON PAPER WORK FROM 2ND DC
- THE UNIFORM CHAIR HAS A SCHEDULE FOR FITTING WINTER JACKETS. IT HAS BEEN EMAILED AND POSTED. THE FIRST ORDER WILL BE PLACED AFTER THE THURSDAY 10/31 FITTING. TURN AROUND IS ABOUT 6 WEEKS.
- THE MOUSE PROBLEM SEEMS TO BE SOLVED, ALTHOUGH THE APPROACHING COLD WEATHER WILL BE A TRUE TEST. WE SHOULD BE CONSIDERING USING A HANDY-MAN FOR SMALL BUILDING REPAIRS.
- HANDSONLY CPR :

Fall Festival, Hecksher Park, Main Street, Huntington, Saturday, 10/12/13

Total Trained = 50

Total Indicating interested in becoming CPR/AED Certified at Sign-In (pre-demo) = 10

Total Course Evaluations = 29

Total indicating interested in becoming CPR/AED Certified per Course Evaluations (post demo) = 15

- AMBULANCES:
  2-15-17 STILL AT CHEVY THEY ARE HAVING TROUBLE RECREATING THE PROBLEM THAT CAUSED IT TO FAIL. ONCE THIS IS SOLVED IT WILL GO TO PROLINER FOR INTERIOR REPAIRS
  2-15-16 WORK HAS BEEN COMPLETED ON THE A/C SYSTEM AT THE DEALER AND IS NOW AT PROLINER FOR THE INTERIOR A/C REPAIR. AT THIS TIME THE COST IS ESTIMATED AT $3000 AND IT IS NOT WARANTY WORK.
  2-15-21 A PART IS ON ORDER WHEN RECEIVED IT WILL GO OUT FOR REPAIRS. THIS WORK IS UNDER WARANTY.
  THE LIST OF ISSUES FOR 2-15-17 IS ALMOST COMPLETE. I WILL HAVE IT TO THE ATTORNEY NEXT WEEK.
- I HAVE BEEN TOLD MUCH OF THE ELECTRONIC ITEMS LEFT IN THE BASEMENT HAVE BEEN REMOVED. WHAT ABOUT SOME OF THE OTHER TEMS LIKE THE FREEZER?
- OLD COMPUTERS WERE TO BE SOLD. WHAT IS THE STATUS OF THIS PROJECT.
- EMAIL FROM FALL FESTIVAL CHAIR:
- Good Morning,
- I wish to take this opportunity on behalf of the Huntington Chamber of Commerce to thank you for all of your efforts during our Long Island Fall Festival. It was an awesome weekend. Everything ran very smoothly from our perspective and I hope as well for you, as major contributors to this event. We are always looking to improve. If you would be so kind as to share your observations with us, we would love to address all of the logistics while they are fresh in our minds. Please e-mail me back with your thoughts regarding the weekend. Thanks again for all of your support. -Ellen

President's Report – Roger Winter:

- I would like to purchase the loading system from Stryker for the new ambulance and for two additional ambulances. Also I would like to purchase two more powered cots and trade in two of the non-powered cots. I would like to investigate a purchase on time from Stryker.
  - I feel this purchase will reduce our injuries related to lifting.
- **Life Membership** – The committee has been selected
- **Membership Badges –** A new list of badges to be ordered have been given in by Chief Martha Brenner. The order has been sent out.
- **Committee List for 2013 –**The list is updated at this time. Requests have been made to participate on committees. I am always asking committee chairpersons for their recommendations. I have not received any information from committee chairs or Board Members or Officers regarding changes.
- **ID Badge System** –working on getting photos of all members. We need just a few of the newer members..
- **Fund Drive** – I have contacted Diane Tanko to investigate and develop a new Fund Drive brochure.
- **Explorer Post 215 –Sheryl Roach** – Charter has been sent out.

- **MC Alliance project:** We should be receiving a report on our power usage soon.

Old Business:
An updated Company 8 report with suggested comments will be completed and distributed.

New Business: None
On Monday & Tuesday, November 11 and 12, 2013, New Vehicle Committee Chairperson Brian Canty and Third Deputy Chief Vito Recinello will be making a field trip to Road Rescue manufacturing plant in Florida to inspect the new vehicle being built for HCFAS.

Annual physicals and flu shots will be available to members on Sunday November 3rd from 9am to 11am.

New winter jacket measurement for members without EP Gear will take place on Saturday October 26th and Sunday October 27th.

There are two more membership application folders in the transition box.

Motion by Brian Canty and seconded by Robert Franz to enter into Executive Session at 22:05 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 22:12 hours.

Motion by Richard Stone and seconded by Chief Martha Brenner to adjourn the meeting at 22:15 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: October 31, 2013

Amended and approved: November 14, 2013
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: November 14, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**ABSENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Andrea Golinsky, Nancy Barker, Alyssa Axelrod, Vito Reciniello, Peter Nakelski, Tyler Gibbs, Juan Flores, Lehti Laas (via phone)

Meeting called to order at: 19:50 hours

Motion by Robert Franz and seconded by Bernard Poole to approve the minutes of October 24, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by Chief Martha Brenner and seconded by Bernard Poole to enter into Executive Session at 19:53 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 19:58 hours.

A vote for seven new member physicals was obtained:
Yes: MB, RS, TO, RW   No: BC   Abstain: BP, RF
CONSENSUS VOTE APPROVED

Proposals-
SOP 04-2013 Changes Leave of Absence (untabled and tabled)
SOP 06-2013: Add Certification Requirements of Probationary Members
SOP 07-2013: Gift Card Social Eligibility (tabled)
SOP 08-2013: Computer, Network and Phone Resource Policy
Yoga Toning and Fitness Classes
Snow Removal Renewal
Purchase Invitations, Programs Postage 2014 Installation and Inspection Dinner
Flowers for the Installation and Inspection Dinner 2014
Photographer for the Installation Dinner 2014
HCFAS Adult Holiday Party 2013

NYSVA&RA 2013-2014 annual squad report, Dues
NYSVA&RA 2013-2014 Individual Dues
Emergency Gas Line Repair
Ambulance Air Conditioning Repair 2-15 16
Andy the Ambulance Repair
Motion to reimburse NYSVARA Pulse Check Paperwork 3 weeks late
Toy Drive Donation Friends of Huntington Station Latin Quarter (HSLQ)
Food Drive St. Hugh of Lincoln Parish Outreach
Ready Room Carpet/ Tile Project
Participation in the Town of Huntington Holiday Parade 2013
Building of Float or Decorations for the TOH Holiday Parade
Additional Winter Jacket Purchase for all Riding Members
Acceptance of 2-15-20

Motion by Chief Martha Brenner and seconded by Brian Canty to untable SOP 04-2013 motion.
MOTION APPROVED UNANIMOUSLY

SOP 04-2013 Changes Leave of Absence
Motion by Chief Martha Brenner and seconded by Robert Franz to approve as amended SOP Change 04-2013 which amends Article II Section 3 Leave of Absence. The proposed SOP was printed in the October Pulse and discussed at the October General Membership Meeting. Further to approve HCFAS form # 146A –Leave of Absence Request form and #146B –Medical Leave of Absence form. (Tabled from 10/24/13 BOD meeting)
2/3 approval needed

Motion by Richard Stone and seconded by Chief Martha Brenner to table the motion.
Yes: MB, RS, TO, RF, BP No: BC
MOTION APPROVED to table

SOP 06-2013: Add Certification Requirements of Probationary Members
Motion by Robert Franz and seconded by Brian Canty to accept SOP 06-2013: Add Certification Requirements of Probationary Members (See below for the SOP).
2/3 approval needed
Yes: RW, RS, RF, TO, MB, BC Abstain: BP
MOTION APPROVED

SOP 07-2013: Gift Card Social Eligibility
Motion by Thomas O'Leary and seconded by Richard Stone to accept SOP 07-2013 amendments to the gift card eligibility policy.
2/3 approval needed

Motion by Robert Franz and seconded by Richard Stone to table the motion.
Yes: RS, RF, TO, MB, BP No: BC
MOTION APPROVED to table

SOP 08-2013: Computer Policy
Motion by Robert Franz and seconded by Brian Canty to accept SOP 08-2013 and incorporate the existing Computer, Network and Phone Resource Policy into the SOP's.
2/3 approval needed
Yes: RW, RS, RF, TO, MB, BC Abstain: BP
MOTION APPROVED

Yoga Toning and Fitness Classes
Motion by Brian Canty and seconded by Bernard Poole to offer the membership Yoga Toning and Fitness Classes. There will be 10 classes; total cost per participant is $35.00. The total cost for the class will be $750.00 (for 10 weeks) to be paid to the instructor. The class will be held on consecutive Tuesdays at 7:15 PM for 10 weeks starting on December 3, 2013. There is a signup sheet on the bulletin board with approximately 21 names to date. Minimum class size is 15. The program will be supervised by Joanne Cunningham. Full payment for the classes must be paid before participation by each student. A full refund will be made to any squad member who attends and participates in 80% of the classes (8 of 10 classes). The Yoga instructor will be properly insured and HCFAS will be named additional insured and submit a W-9. The meeting room will be put back in order after each session.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Snow Removal Renewal
Motion by Bernard Poole and seconded by Robert Franz to accept the recommendation of Bernard Poole and authorize and approve President Winter to accept the renewal of our agreement with Harbor Irrigation (Harbor Landscaping & Home Maintenance, Inc.) and issue a purchase order/agreement for automatic snow removal basic services for the 2013/2014 season as outlined in the contract supplied by Harbor Irrigation, as per bid as of 11/8/13. Harbor Irrigation must provide an acceptable Certificate of Liability Insurance with HCFAS named as additional insured and proof of workers' compensation coverage certificate. This pricing is the same as last year.
HCAD funds
Yes: RS, RF, TO, BP Abstain: MB, BC
MOTION APPROVED

Purchase Invitations, Programs Postage 2014 Installation and Inspection Dinner
Motion by Bernard Poole and seconded by Robert Franz to authorize the Special Event Committee Chairperson Brian Canty to expend the sum not to exceed $2,750 for the purchase of the invitations, programs and postage stamps for the 2014 Installation and Inspection Dinner Dance. Further to authorize the President and/or his designee to sign off on the invitation and program proofs prior to printing.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Flowers for the Installation and Inspection Dinner 2014
Motion by Bernard Poole and seconded by Robert Franz to accept the recommendation of the

Special Event Committee Chairperson Brian Canty and authorize and approve the purchase of flowers for the 2014 Installation and Inspection Dinner at an amount not to exceed $2,500.00.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Photographer for the Installation Dinner 2014
Motion by Bernard Poole and seconded by Brian Canty to accept the recommendation of the Special Event Committee Chairperson Brian Canty and authorize and approve the President or his designee to sign an agreement or purchase order for the services of Creative Compositions as the photographer (used since 2001) for the 2014 Installation and Inspection Dinner at a cost not to exceed $ 1,050.00. A Creative Composition photographer will be performing services for this event. HCFAS's cancellation policy will be included as part of the agreement/purchase order.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

HCFAS Adult Holiday Party 2013
Motion by Bernard Poole and seconded by Brian Canty, to accept and approve the recommendation of the Adult Holiday Party Coordinator Stephanie Moore Caracciolo and Special Events Chairperson Brian Canty and authorize the Squad's Adult Party to be held on Saturday, December 14, 2013 from 1730 hours to 2230 hours in the General Meeting Room.

Further to authorize Stephanie Moore Caracciolo to accept the bid from Gina's Kitchen, Selden, NY (caterer) at a cost of $36.55 (based on 165 people) per person inclusive of gratuity and service fees. 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. Please note that Gina's Kitchen is a sole proprietor and does not have employees and hires its help as "independent contractors" and therefore they do not have workers compensation coverage.

Further to authorize the engagement of two Tips certified bartenders plus one 'Bar Back' and the purchase of the bar inventory for an aggregate cost not to exceed $1,700.00. Alcoholic beverages will be dispensed in accordance with SOP Article IX Section 1-7 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, Chairperson of the Special Events Committee, will be in charge of the stocking and of the manning of the bar.

Further to authorize an amount not to exceed $1,600.00 for linen, table pieces, decorations and photo film and an amount of $750.00 for a D.J. for Entertainment.

Attendance or invitees to the event will be in accordance with the SOP Social Committee Protocols, Article IX Sections 1-1 and 1-7, and all "Life & Exempt Members" this will be posted with the signup sheet. Each eligible squad member is entitled to bring one adult guest. Special Events Committee Chairperson 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. In accordance with the

SOP's the Chief will provide the Board of Directors and the Event Committee Chairperson a listing of members not eligible to attend one month prior to the event. Members not eligible to attend will be notified by the Chief. The Special Event Committee 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 14 days of the event and submitted to the Treasurer. 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
Yes: RW, RS, RF, TO, BP, BC Abstain: MB
MOTION APPROVED

NYSVA&RA 2013-2014 annual squad report, Dues
Motion by Robert Franz and seconded by Brian Canty, to authorize the Secretary to complete the NYSVA&RA 2013/2014 annual squad report and approve the dues payment to NYSVA&RA of $130.00 for the period 10/01/13 to 9/30/14. The annual squad report will name Andrea Golinsky as Primary Delegate and Bob Franz as alternate delegate and Clara Elliot as 2nd alternate delegate. Primary Delegate will be responsible to distribute District 7 Minutes to the President and the Chief and to post a copy of the minutes on the Bulletin Board.
HCAD funds
MOTION APPROVED UNANIMOUSLY

NYSVA&RA 2013-2014 Individual Dues
Motion by Robert Franz and seconded by Brian Canty to approve and pay annual dues request of $10.00 for new or renewal of membership in NYSVA&RA for Huntington Community First Aid Squad members for fiscal year ending 9/30/14.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Emergency Gas Line Repair
Motion by Robert Franz and seconded by Richard Stone to pay for emergency repairs of gas delivery system by Dependable Plumbing & Heating at a cost of $10,230.21.
HCAD funds
Yes: RS, RF, TO, MB, BC Abstain: BP
MOTION APPROVED

Ambulance Air Conditioning Repair 2-15 16
Motion by Robert Franz and seconded by Richard Stone to repair and refurbish the air conditioning unit on 2-15-16 by Syosset Ford Lincoln of Huntington at a cost of 3,038.85.
HCAD funds
Yes: RS, TO, MB, BC Abstain: BP, RF
MOTION APPROVED

Andy the Ambulance Repair
Motion by Chief Martha Brenner and seconded by Brian Canty to authorize Ace Auto Repair make repairs on Andy the Ambulance. The cost of the repair is $1,140.00.
HCAD funds
Yes: RS, RF, TO, MB, BC Abstain: BP
MOTION APPROVED

Motion to reimburse NYSVARA Pulse Check Paperwork 3 weeks late
Motion by Robert Franz and seconded by Richard Stone to reimburse Christine Roulo for $211.2 and Donald Roulo for $144.51 for their participation in the NYSVA&RA Pulse Check Conference. All paperwork has been received by the second deputy chief. Please note that the participants are three weeks late in returning the requested paperwork.
HCAD funds
Yes: RF, RS, MB No: BC, BP Abstain: TO
MOTION APPROVED

Toy Drive Donation Friends of Huntington Station Latin Quarter (HSLQ)
Motion by Robert Franz and seconded by Chief Martha Brenner to participate in the toy drive by Friends of Huntington Station Latin Quarter (HSLQ) allowing a box to be placed in the ready room for unwrapped toys to be dropped off. HSLQ will collect all boxes and distribute the items to needy children that sign up in the Township of Huntington. Last year, close to 100 families signed up and over 800 gifts were collected. Over 2 dozen collection boxes were set-up (including at HCFAS) throughout the Township. The group gives gifts based on need. They are located out of Xavier Palacios law office across the street from Jacobsen's funeral home. If anybody knows of needy kids they should contact Laura at: Laura@HSLQ.org
Note: There is an invite attached to thank all those who assisted in last years toy drive, since HCFAS had a box if any of the Board would like to attend, please feel free to.
Yes: RS, RF, TO, BP, MB Abstain: BC
MOTION APPROVED

Food Drive St. Hugh of Lincoln Parish Outreach
Motion by Brian Canty and seconded by Robert Franz to permit Lehti Laas to set up a collection box for donated food products for the St. Hugh of Lincoln Parish Outreach for the months of November and the December Holidays. All foods collected will be delivered by Lehti or her designee to the Parish Outreach Center.
Note: I spoke to Mary Winter who has done this the last 2 years and because she is on an LOA she is unable to do it this year
MOTION APPROVED UNANIMOUSLY

Ready Room Carpet/ Tile Project
Motion by Brian Canty and seconded by Chief Martha Brenner to accept and approve the recommendation of Bernard Poole and authorize Pro Touch Contracting, Corp., 216 Mechanic Street, Boonton, N.J. 07005, office telephone # 973-332-7699 to replace the ready room flooring as per proposal plan #3 at a cost not to exceed $7,200.00. If a solid color carpet tile is used of the graphic deduct ($400.00).

A Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage must be provided by Pro Touch Contracting, Corp.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Participation in the Town of Huntington Holiday Parade 2013

Motion by Chief Martha Brenner and seconded by Brian Canty to allow the Chief to submit an application for HCFAS to participate in the Town of Huntington Holiday parade on Saturday November 30, 2013 from 17:00 – 21:00 hours. Additionally to allow members to bring their children to participate and march with HCFAS. Each member will be responsible for the safety and behavior of their child/children.

MOTION APPROVED UNANIMOUSLY

Building of Float or Decorations for the TOH Holiday Parade

Motion by Chief Martha Brenner and seconded by Brian Canty to allow the Chief to spend up to $1,000.00 towards the building/decorating of a float to be entered into the Town of Huntington Holiday Parade 2013.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Additional Winter Jacket Purchase for all Riding Members

Motion by Chief Martha Brenner and seconded by Thomas O'Leary to purchase winter jackets for each riding member. The total to be purchased will be up to 162 jackets in addition to the 75 approved at prior meeting. Jackets will be fitted for and issued to All riding non-probationary members. Each jacket at a cost not to exceed $150 each and the total not to exceed $24,300.

HCAD funds

Motion by Bernard Poole and seconded by Chief Martha Brenner to move the motion.

Yes: RS, TO, BP, MB No: RF, BC

MOTION APPROVED to move the motion

Motion by Robert Franz and seconded by Brian Canty to have a ballot vote.

Yes: RS, RF, BP, BC No: MB, TO

MOTION APPROVED to have a ballot vote

On the original motion (Ballots were counted by the Secretary and overseen by the Vice President):

Yes: 2 No: 4 Abstain: 1

MOTION NOT APPROVED

Motion by Robert Franz and seconded by Brian Canty to destroy the ballots.

MOTION APPROVED UNANIMOUSLY

Note: the following motion was approved under the Chief's Report

Acceptance of 2-15-20

Motion by Chief Martha Brenner and seconded by Thomas O'Leary that new 2-15-20 will not be accepted until the ambulance has been inspected and found acceptable by the new vehicle committee and third deputy chief or his designee. The ambulance is being built to specs and consideration should be given to hold back money pending completion of all open items on the new ambulance.

Yes: RF, TO, MB No: BC, RS Abstain: BP

MOTION APPROVED

Treasurer's Report – Brian Canty:

Motion by Brian Canty seconded by Bernard Poole to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:

Oct 24, 2013 to Nov 14, 2013 HCAD 59 Checks Totaling $82,862.68
Oct 24, 2013 to Nov 14, 2013 HCFAS 10 Checks Totaling $38,668.79
Oct 24, 2013 to Nov 14, 2013 POST 2 Checks Totaling $91.46
11/01/2013 Bond Payment $465,232.50

MOTION APPROVED UNANIMOUSLY

<u>Transfers</u>

10/25/13 Transfer from HCAD Savings to HCAD Checking $500,000
10/31/13 Transfer from HCAD Savings to HCAD Checking $30,000
11/11/13 Transfer from HCAD Savings to HCAD Checking $50,000

<u>Items that need motions from Chief for emergency repairs above authorized PP limits:</u>

Dependable Plumbing & Heating 10,230.21 emergency repairs of gas system

11/8/2013 Syosset Ford Lincoln of Huntington 3,038.85 repair of AC on 16

11/8/2013 Ace Auto Repair Center 1,140.00 repair of Andy the Ambulance

<u>Motion to reimburse NYSVARA Pulse Check Paperwork 3 weeks late:</u>

11/8/2013 Christine Roulo 211.12 Pulse Check Reimbursement 3 weeks late
11/8/2013 Donald Roulo 144.51 Pulse Check Reimbursement 3 weeks late

<u>Summary of Conference Expenses:</u>

EMS EXPO - 6 members attended for a total cost of $5,278.67
NYSVARA Pulse Check - 8 members for a total cost of $5,440.76

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

LOA's:	#	From	To	Type	Day
James Ganley	1371	11/9/13	2/9/14	Educational	Saturday
Howard Loewenthal	1260	11/3/13	2/3/14	Operational	Saturday
James Lupo	959	11/28/13	2/27/14	Operational	Thursday

Patricia Salajka	1164	11/1/13	2/1/14	Operational	Saturday

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Return to Duty:	#	**Return Date**	**From**	**To**
Kathleen Castillo	1276	11/6/13	Disp Only	Active
Kathleen Castillo	1276	9/4/13	Medical	Dispatch Only
Jeffrey Daniels	1358	10/31/13	Medical	Active
Monique Moreno*	1042	11/13/13	Medical	Dispatch Only

Motion by Robert Franz and seconded by Chief Martha Brenner to grant the following Status Change: Harvey Lapidus #1141 Operational Active to Associate membership effective 11/17/13 (letter dated 10/24/13 notes last shift is 11/16/13).
MOTION APPROVED UNANIMOUSLY

Personnel:
-On October 24, 2013 a deposition of a member was held at HCFAS pertaining to a call. HCFAS is not mentioned in the litigation. Timothy Glynn was present at the deposition.

Insurance:
-A memorandum of Workers' Compensation Board Panel Decision was filed on 11/7/13 pertaining to a 7/11/11 member's claim regarding medical treatment bills. The Board decided against the NYSIF for approximately 52% of the total claim amount of $5, 699. It appears that the NYSIF failed to properly document their objections to the disallowed claims.

-The 1/1/14 renewal of our NYSIF VAWBL coverage is in progress.

-A member did not fully comply with the insurance requirements for use of the General Meeting Room on November 9, 2013. There was no homeowner's insurance rider issued with HCFAS as additional insured to cover general liability and host liquor liability. The member's application had the caterer's staff serving the beer and wine. The member changed this to the member serving the beer and wine without obtaining the required insurance. The caterer's certificate of insurance with HCFAS as additional insured has liquor liability and their vendor hold harmless agreement included the service of alcoholic beverages.
Further the caterer did not have workers' compensation coverage since the caterer is the sole proprietor / employee of her business. The caterer engages all their catering staff (kitchen, servers etc.) as independent contractors (sole proprietors/employees) and therefore there is no workers' compensation coverage for them as well.
The caterer had catered our 2010 adult holiday party and was recommended to the member. No workers' compensation certificate had been obtained in 2010 by the social committee.

TOH Public Hearing Tuesday December 10, 2013 at 7PM
As per TOH Board resolutions distributed tonight, the hearing will cover the following two resolutions:

Resolution 2013-556 will change the zoning on the commuter parking lot adjacent to the east side of the Squad (this will allow for the building of a hotel proposed by Renaissance Downtown).
Resolution 2013-555 will change the zoning for the property across from the Squad on Lowndes Avenue (this will allow for 12 dwelling units for veterans, all of which will be affordable ownership/equity units).

Suffolk REMSCO Meeting November 12, 2013 Notes – Bob Franz
Copies of the meeting agenda and related handouts has been emailed to the Board and Chief Officers and posted on the bulletin board. Suffolk EMS Division Staff Report September – October 2013 handout has items mentioned at the meeting denoted with a check mark. Other meeting items follow: Prehospital Lifesaving Awards & Pins were presented to personnel from ten departments (two departments received two recognitions); New officers were elected for 2013/2014: Chair-Jane McCormack RN; Vice Chair-Joel Vetter; Secretary/Treasurer-Mark Zender PA-C; NYS SEMSCO delegate Tom Lateulere; REMSCO partially sponsored conference "Multicultural Issues in Pre-hospital and Emergency Care" on Friday November 8th was well attended and REMSCO will form a group to explore the various translation devices on the market and see what will work best for Suffolk County EMS providers; Various "COTs" (clarification of operating territory) were approved; funds were approved for AHA on line QI Stemi program; REMSCO award dinner honoring Southampton Village Ambulance was a memorable event (Tom D'Antonio was present as proof of a positive cardiac arrest outcome as Jon Desjardins received the BLS provider of the year award); proposed 2014 NYS legislation will include Article 30 amendment including CON process for municipalities including fire districts and other legislation to allow fire districts to bill for EMS. There are two open seats on REMSCO and consideration is being made to ask NSLIJ and Catholic Charities to join – Islip Chief's Association has previously requested a seat. The 2014 REMSCO meetings will be on Tuesday 1/14, 3/11, 5/13, 7/18, 9/9 and 11/18/14 at 7PM at SCEMS in Yaphank.

NYSVA&RA –The next District 7 meeting is at Bay Shore Ambulance & Rescue Squad on November 19, 2013 at 8PM and the State Association board meeting is in Albany on November 16/17, 2013.

Chief's Report – Martha Brenner:

- PLECTRON MOTION WILL BE AT NOVEMBER OFFICERS MEETING.
- THE UNIFORM CHAIR HAS ABOUT 35 MEMBERS WHO HAVE BEEN FITTED FOR THE WINTER JACKET. THE ORDER WILL BE PLACED WITHIN THE NEXT FEW DAYS
- THE MOUSE PROBLEM SEEMS TO BE SOLVED I HAVE REPLACED THE TOASTER OVEN
- HANDSONLY CPR : RECAP TO DATE HAS BEEN SENT SEPARATELY. PER THE COMMITTEE THE FOLLOWING REQUESTS HAVE BEEN MADE:

Wild by Nature - We have not secured a date/time to perform the demo in the event that the BOD doesn't approve the event. Wild by Nature is requesting that we provide a Certificate of Insurance, much like the Huntington Library. I did not want to "put the cart before the horse" in the event that the BOD was not comfortable with approving the COI request. It would most probably be scheduled in the later part of the month if approved at this weeks meeting unless due to timing, it is felt that early next month would be more mutually agreeable. The store has a classromm in the basement which will be used for the purposes of providing demos to store shoppers and personnel.

MADD at SUNY Farmingdale Campus May 2014 - A senior member of the organization, which has a chapter office at 133 Walt Whitman Road, Huntington, requested our participation in their event at SUNY Farmingdale because they saw our demo at the Fall Festival and were very impressed with the program and its presentation and requested that we be a part of their upcoming event. So, technically the organization is located within our territory, but the event is further up the road. The expected audience is one of our prime demographic segments: college age students.

Porter Trejo - My understanding is that this is a organization here in Huntington, within our district, that provides various services to local residents. Andrea Golinsky is more familiar with the organization and she was approached by one of their members for us to provide a demonstration. I will request Andrea to provide more details. Again, date/time not specified wanted BOD approval first.

Home Depot - Big H - Request came through Andrea Golinsky for a demo to be done at their location. Trying to work out date and time.

- I HAVE BEEN TOLD MUCH OF THE ELECTRONIC ITEMS LEFT IN THE BASEMENT HAVE BEEN REMOVED. WHAT ABOUT SOME OF THE OTHER TEMS LIKE THE FREEZER?
- HOLIDAY PARADE WILL BE ON 11-30-13. MEMBERS HAVE COME TOGETHER TO PLAN A FLOAT
- AS YOU HAVE ALL READ IN EMAILS WE HAVE SEVERAL MEMBERS WHO HAVE HAD FRAUDULENT CHARGES MADE ON THEIR CREDIT CARDS. AT THIS TIME I HAVE 7 MEMBERS VICTIMIZED. I HAVE BEEN IN TOUCH WITH DETECTIVE JANSO OF THE SCPD ID FRAUD BUREAU. I WILL KEEP PRESIDENT WINTER INFORMED.
- PERSONNEL REPORT WAS SENT TO SECT. UNFORTNATELY I CAN NOT OPEN THE DOCUMENT. I HAVE FORWARDED THE EMAIL TO ALL OF YOU
- HOLIDAY PARTY SOCIAL ELIGIBILITY: I REVIEWED THE INFORMATION ON 11/9 AND HAVE SENT EMAILS TO CAPTAINS FOR ITEMS THAT NEED CORRECTIONS. AT THIS TIME IT APPEARS THERE WILL BE ABOUT 42 MEMBERS INELIGIBLE. ASSUMING, FOR THOSE ON MLOA'S THE TIME WILL BE CALCULATED FOR THE PERIOD THEY WERE NOT ON THE MLOA, AND LIFE MEMBERS WILL BE EXEMPT. VOTE OF CONFIDENCE REQUIRED. I WILL SEND THE FINALIZED LIST OUT BY THE END OF NEXT WEEK.
- MEMBERS WITH BLUE GOLF SHIRTS:
  Martha Brenner, Allison Russo Ann Schwartz Sally Stazak Karen Martin Linda Guadarign (Kurt Vetter Joey Denimarck Tim Ebert Keith Rubenstein Vito Reciniello Keith Davis Dominick Heavy Jeff Brenner Maxine Epstein Tom O'Leary Kathy Castillo Seth Fischer
  UNFORTUNATELY A FEW WENT MISSING. THERE ARE A FEW REMAINING NOT DISTRIBUTED

Personnel Report:

Change of Status:	#	**From**	**To**	**As Of**
Michael Campanelli	1352	Observer	Aid	11/3/13

Cynthia Feliciano	1400	Observer	Aid	11/3/13

President's Report – Roger Winter:
Board of Director's meetings in December will be on the 5th and the 19th.
The Hearing will be on November 19th, 2013.
Life Membership – The committee has been selected
Membership Badges – A new list of badges to be ordered have been given in by Chief Martha Brenner. The order has been sent out.
Committee List for 2013 –The list is updated at this time. Requests have been made to participate on committees. I am always asking committee chairpersons for their recommendations. I have not received any information from committee chairs or Board Members or Officers regarding changes.
ID Badge System –working on getting photos of all members. We need just a few of the newer members..
Fund Drive – I have contacted Diane Tanko to investigate and develop a new Fund Drive brochure.
Explorer Post 215 –Sheryl Roach – Investigating a anti Bullying Program presentation at HCFAS.
MC Alliance project: We should be receiving a report on our power usage soon.

Old Business:
-Secretary Franz would like to see the specs for 2-15-17

New Business:
-Secretary asked the Chief about the members who are resigning on the Company 8 report (J. Denimarck and H. Loewenthal) and to look into Kathy Castillo's return to duty date.
-The Treasurer expressed his concern over reimbursing $150 boots to a member who is resigning.

Motion by Robert Franz and seconded by Richard Stone to enter into Executive Session at 22:40 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 22:50 hours.

Motion by Bernard Poole and seconded by Brian Canty to adjourn the meeting at 22:50 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: December 3, 2013

Amended and approved: December 19, 2013
MOTION APPROVED UNANIMOUSLY

Proposed SOP Change
04-2013

Proposal:
Change to Leave of Absences

Background/Justification:
The social eligibility policy that was added to the SOP's in 2012 has raised concerns by the membership regarding the LOA SOP as it currently stands. Members who are on an approved medical LOA are subject to loss of social privileges because of the missing time. Additionally, there is no documentation requirement for going on or continuing on a medical LOA nor is there a differential between not being able to perform the duties of a riding member, dispatcher or administrative member.

The SOP changes will require medical documentation that the member is unable to perform any duties, and this documentation will be required for all extensions. Members who are unable to ride temporarily due to a medical issue may be able to dispatch. Additionally, this change will not penalize members who are on an approved medical LOA from social privileges. For the purposes of the social eligibility policy, members who are on an approved medical LOA will be subject to the same 75% attendance not including the time they are on their LOA.

Change (additions are underlined and deletions are ~~stricken~~):
Article II - Operational Member Guidelines
Section 3- Leave of Absence:

All Members are required to complete a LOA (leave of absence) Request form #146A for Operational, Educational or Military leave of absence requests or a MLOA form #146B for medical leaves, and all LOA requests must be approved by the Board of Directors. The completed form must be submitted to the Day Captain, 1st Deputy Chief for Company 8 members and the Vice President for administrative members.

Members on an operational, military or educational leave of absence (LOA) may ride or dispatch during their approved LOA period with permission of an operational officer providing their monthly review training and other mandatory training are up to date. The member may also serve on a committee during this LOA period. These occasional active duty functions will not cause a break in the approved LOA period or cause an extension of the approved LOA period. Members on a Medical LOA (MLOA) or Emergency Medical LOA (EMLOA) are subject to restrictions as outlined in paragraph 2 below

1. Operational and Educational LOA - A leave of absence can be requested by a non-probationary member who finds it impossible to serve on ANY Duty Tour. The member must submit a LOA form #146A to his Day Captain no less than two (2) weeks prior to the start date of the leave. ~~This~~ The operational LOA may be granted for up to a three month period of time. An Educational LOA may be granted for the term of the semester. A member may return to duty at any time during the operational or educational LOA by notifying their Day Captain. Operational LOA are limited to two, three-month leaves in a twelve (12) month period of time. Educational leaves are limited to two semesters in a calendar year. The member may be restricted from social/award programs because of the break in service time.

2. Medical Leave of Absences (MLOA), Emergency Medical Leave of Absences (EMLOA) - A MLOA may be requested by a member who, for medical reasons, is unable to serve as an operational member, or who must restrict his participation in certain activities. A MLOA may be requested for an initial period of three months and extensions may be requested for additional three-month periods for a maximum period of one year ~~on the initial request.~~ The member must have the Medical LOA form (form #146-B) completed by their physician or the squad physician. Members on any form of medical LOA may not: ride, dispatch, respond to emergency calls, march in parades, use the exercise room or participate in any squad duty/activity outlined by the Chief of the Department or his designee.

In an emergency situation, when a member is admitted to the hospital, becomes incapacitated or is injured while on duty, he will be deemed to be on an Emergency Medical Leave of Absence (EMLOA). If any member exhibits signs or symptoms that he is not medically or physically fit for duty, the member, his crewleader or any Operational Officer may place the member on an EMLOA. The person taking this action must notify the member's Day Captain and the Chief or his designee immediately. The Chief or his designee will notify the Board of Directors at the next Board of Directors meeting. The EMLOA will be initially granted for three ~~3~~ months. The member must submit the Medical LOA form completed by his physician or the squad physician within sixty (60) days of the initial date of the EMLOA. Following the granting of an EMLOA if no MLOA form is received within the required sixty (60) days the MLOA will be changed to an OLOA.

The member may apply for an extension of the MLOA for up to an additional nine ~~9~~ months, in three month increments for a total period of one year or may return to duty following the procedures denoted in ~~the next~~ paragraph five. Requests for extension of an EMLOA must be submitted with the physician completed MLOA form #146B.

When a member is treated in the emergency room for a line of duty injury they may return to duty without restrictions provided the emergency room release form is clear that there are no restrictions. The member must place the emergency room release form in the medical committee mailbox and notify the Medical Committee Chairperson and the Chief, or his designee, on their return to the building.

Before a member on a MLOA or EMLAO can return to duty he must submit a Return to Duty form (HCFAS #301) that must be completed by his treating physician or a Squad physician. The Squad will pay the cost of having the form reviewed by the Squad physician or for the office visit to the Squad physician, but not for the visit to a member's personal physician. ~~If a member cannot return to duty by the expiration date of the initial leave request they must make a written request to extend the LOA.~~

All operational members requesting or on a MLOA/EMLOA must be deemed by their or the squad physician unable to ride and/or unable to dispatch. If a member is able to carry out the duties of a dispatcher then that member is required to attend their shift as a dispatcher. If deemed unable to perform the duties of a riding/dispatching member (by their physician or the squad physician) that member must revisit the physician every three months while on a MLOA/EMLOA and have the MLOA (form #146B) completed and submitted with each MLOA extension request. While on an MLOA/EMLOA members cannot participate as an active member with another volunteer EMS/Fire agency or their LOA will be subject to revocation.

3. Military LOA - A member who is serving in the United States Military may request a Military Leave of Absence by completing the operational LOA (form #146A). This LOA may be granted for up to one year or the length of the Military Service. In order for the member to extend their Military LOA they must complete another form prior to the expiration of the last approved leave. Military LOA's may be granted for the length of military service. On separation from the service the member is expected to return to active duty and must have all required training and certification.

~~3.~~ Military or Educational LOA - Military or Educational LOA's can be requested by a Non-probationary member. Probationary members who were former non-probationary members of the Youth Squad may request an educational LOA. They will be considered on an individual basis with the ~~recommendation and~~ approval of the Board of Directors. Educational LOA's may be granted for the member's entire semester at one time~~, not to exceed six months~~. The member may be restricted from social/award programs because of the break in service time created by the LOA.

Members on all leaves who believe they will be unable to return on LOA expiration must contact their Captain and complete a new request. If an extension is not received prior to the end date of the LOA/Medical/Educational/Military/Operational the member will be expected to be on duty on their next regularly scheduled shift. Members not reporting for that shift will be considered to be a no show and are subject to disciplinary action.

4. Extended Leaves:

A. Any member who is on an LOA for three (3) months and requests a second LOA within a twelve (12) month period (from the inception of the first LOA) may lose his shift. <u>Members on an LOA for over 3 months within a 12 month period of time may be required to complete additional training before they can resume riding at their pre-LOA level.</u>

~~B. Any member requesting a third (3) LOA within a twelve (12) month period may lose his status pending retraining.~~

<u>B. Members Group Live Insurance Coverage Program Guidelines - Coverage continuation during approved Leaves of Absence:</u>

i. <u>Operational Leave - six months</u>
ii. <u>Medical or Emergency medical - one year</u>
iii. <u>Military Leave – six months</u>
iv. <u>Educational Leave - six months</u>
v. <u>Involuntary Leave (suspension) - six months</u>

5. Return from LOA - Any member who is absent beyond their approved LOA period and does not receive an approved LOA extension from the Board of Directors~~, and if this unauthorized absence shall exceed ten (10) days, the member~~ shall be subject to suspension or expulsion in accordance with the By-Laws.

~~Any member about to return from an LOA shall be sent written notification prior to the end of their LOA, informing them of their expected return date. This notification will be done by their Day Captain~~. <u>The appropriate officer; Captain, First Deputy Chief or Board Vice President will make every effort to notify the member of the leave expiration date two weeks prior to that date. However, it is the member's responsibility to complete the required paperwork and return to duty on the specified end date of the leave or to apply for an extension two weeks prior to that end date.</u>

Proposed SOP Change
06-2013

Proposal:
Add certification requirements to Probationary Members.

Background/Justification:
All levels of certification have the sentence except Probationary Members.

Change (additions are <u>underlined</u> and deletions are ~~stricken~~):
Article V - Crewmember Responsibilities -- Other Crew Members

Section 9 – Probationary Member:
1. The Probationary Member must be properly certified as per Article I, section 3b of the By-Laws.
Renumber items 1 to 3 as 2 to 4.

Proposed SOP Change
07-2013

Proposal:
To amend the Gift Card and Social Eligibility Criteria

Background/Justification:
To clarify and amend based on input and feedback over the last year.

Change (additions are underlined and deletions are ~~stricken~~):
Amend Article IX – Protocols - Section 1 - Social Committee Protocols

1. Eligibility Criteria - For a member to attend any social event, as a member or as a guest of a member, excluding parades, as described below they must meet the following eligibility criteria:
   - A. One (1) month prior to each event, the member must be a member in good standing, as defined in Article II, Section 1 of the SOP's, with the following exceptions: ~~a) member does not have to be off probation and b) the required duty tours or hourly commitment is defined in paragraph (C) and (D) below~~
     - i. Member does not have to be off probation
     - ii. The required duty tours or hourly commitment is defined in paragraphs (D) and (E) below.
     - iii. Any time on a Line of Duty MLOA, an approved MLOA with a valid doctors note, an Educational LOA or Military LOA will not be included in the calculation of duty tours or hourly commitment as defined in paragraphs (D) and (E) below.
   - B. The member may not have been suspended, or received a temporary suspension, during the six (6) month period preceding the event.
   - C. Twenty-Year Exempt Members and Life Members are exempt from the above requirements as per Article III, Sections 5 and 6 of the By-Laws.
   - D. One (1) month prior to each event, Operational members must have completed eighteen (18) four (4) hour duty tours or eighteen (18) eight (8) hour overnight duty tours or nine (9) eight (8) hour duty tours if on Alternating Overnight Status during the prior six months. Duty tours include both weekly shifts and each four (4) hour standby. Probationary members will be prorated based on their acceptance date.
   - E. One (1) month prior to each event, Administrative members must have completed and submitted to the Chief Dispatcher a total of forty-one (41) hours of duty time during the prior six months. Probationary members will be prorated based on their acceptance date.
   - F. The Chief will provide the Board of Directors and the Event Committee Chairperson a listing of members not eligible to attend one month prior to the event. Members not eligible to attend will be notified by the Chief.

G. The Board of Directors must approve any exception to the above ~~Any exception to the above must be approved by the Board of Directors~~.

Re-letter C-F, to D-G

Amend Article X – Policies, Section 1 – Purchasing Policy, Paragraph A (17) – Miscellaneous Items.

(f) Gift Eligibility – In order to receive a holiday gift card as approved by the Board of Directors annually, a member must fulfill the following requirements:

i. The member must be a member in good standing as defined in Article II, Section 1 of the SOP's, with the following exceptions: ~~of the hourly commitment, which is defined in paragraph (iii) and (iv) below, as of December 1st.~~
   a. The hourly commitment, which is defined in paragraph (iv) and (v) below, as of December 1st.
   b. Any time on a Line of Duty MLOA, an approved MLOA with a valid doctors note, an Educational LOA or Military LOA will not be included in the calculation of duty tours or hourly commitment as defined in paragraphs (iv) and (v) below.

ii. The member may not have been suspended, or received a temporary suspension, during the twelve (12) month period preceding December 1st.

iii. Life Members are exempt from the above requirements as per Article III, Section 6 of the By-Laws.

iv. As of December 1st, Operational members must have completed thirty-six (36) four (4) hour duty tours or thirty-six (36) eight (8) hour overnight duty tours or eighteen (18) eight (8) hour duty tours if on Alternating Overnight Status. Duty tours include both weekly shifts and each four (4) hour standby.

v. As of December 1st, Administrative members must have completed and submitted to the Chief Dispatcher a total of eighty-two (82) hours of duty time.

vi. The Chief will provide a list of all eligible and ineligible members to the Board of Directors no later than the 2nd Board meeting in December.

vii. The Board of Directors must approve any exception to the above. ~~Any exception to the above must be approved by the Board of Directors~~

Re-number ii–vi, to iii-vii

Proposed SOP Change
08-2013

Proposal:
To incorporate the existing Computer, Network and Phone Resource Policy in to the SOP's.

Background/Justification:

To add this policy in to the governing document of the Squad.

Change (additions are underlined and deletions are ~~stricken~~):
Add – Article X, Section 6 – Computer, Network and Phone Resource Policy

Section I: Purpose

The purpose of this document is to define policies and procedures for usage of HCFAS's Computer, Network, Phone and other Electronic Data Storage and Transmission Resources. These policies establish a common under standing of acceptable use.

These Policies apply to Huntington Community First Aid Squad (HCFAS) Computers, Networks, Phones and other Electronic Data Storage and Transmission Resources (CNPR). These resources consist of, but are not limited to the following:

1. E-mail sent or received

2. Information posted on HCFAS's intranet

3. Internet sites accessed while utilizing HCFAS computer equipment

4. Information retrieved while using HCFAS's network to access Internet sites

5. Accessing HCFAS's system from privately owned computer equipment

6. Electronic Pre-Hospital Care reports (PCRs), dispatch logs and any other information that deals with patient confidentiality

7. Phones, land line and cell (Squad issued)

8. Computers

9. Copiers

10. Printers

11. Faxes

12. Personal Digital Assistants (PDAs), Personal Digital Recorders (PDR)

13. Digital Cameras and their associated storage and connectivity devices

Access to the Internet through HCFAS's equipment is a privilege. Members granted privilege must adhere to strict policies and procedures concerning the appropriate use of this information resource. Members who violate the provisions outlined in this document are subject to disciplinary action up to and including expulsion. In addition, any inappropriate use that involves a criminal offense may result in legal action.

Section 2: Policies

HCFAS recognizes that the ability to send and receive electronic communications (e-mail), as well as the ability to access HCFAS's Intranet and the Internet, is important to our members and their ability to efficiently carry out HCFAS functions. There are also significant legal, security and productivity issues related to the use of these technologies that require a common understanding of what is, and what is not, acceptable use.

These policies cover computer, network and phone resources owned or provided by HCFAS. This includes, but is not limited to, mainframe computers, personal computers, laptops, workstations, printers, PDRs, PDAs, data storage media and communication networks, including internet access, which are provided for use by HCFAS members, authorized non-members.

With Board of Directors' authorization HCFAS can also provide us of telecommunications, computer and network resources foe member, employee or third party owned computer equipment to be connected to HCFAS telecommunications, computer and network resources solely for HCFAS business purposes.

Computer records and files, as used in these Policies, means – All information, data, files, documents and programs which are created in, placed in, or received and recorded in HCFAS computer and network resources by an authorized HCFAS member or employee, contractor, consultant or other person who has accessed HCFAS computer and / or network resources.

Telecommunications resources, as used in these Policies, means – All information, data, files, messages, documents and programs created in, placed in, or received and recorded in or by e-mail, copiers, fax machine, telephone, answering machine, voice mail, cellular phones, digital cameras and paging equipment owned or provided by HCFAS.

The CNPR Policy is for the use of computer records, files and telecommunication resources by HCFAS authorized members and non-members and are as follows:

1. HCFAS internet access is a privilege and not an entitlement. Once granted, Internet access can be removed at the request of the Chief or president if it is being abused, used improperly or otherwise interferes with the performance of a Squad member's duties.

2. The Internet is an important tool for research, education and other information gathering in connection with HCFAS activities. Access to the internet for non-HCFAS related business use may be acceptable if the level of use is occasional, does not interfere with the member's duties or otherwise violates these Policies.

3. Members may apply for a HCFAS logon password through the Computer Committee. User ID's and passwords are designed to prevent access to telecommunications; computer or network

resources by parties other than HCFAS authorized members and non-members. They are intended to protect access to HCFAS data and not to provide personal privacy to the information contained therein. The member in whose name the account and password was issued is responsible at all times for its proper use. Passwords must be appropriately safeguarded at all times and must not be shared. Although passwords are unknown to HCFAS Officers, system administrators may change a user's password, or use their own administrative password privileges to access a particular set of user records, data, or files in the course of their normal operations. Members or employees may not implement their own system or layer of passwords for the purpose of preventing authorized administrators or officers from inspecting a set of records. Members or employees are prohibited from giving their passwords or access codes to another member or individual, or using passwords or access codes of other members or employees to gain access to another member's or employee's voice mail, e-mail, or other computer file or stored of communication, without approval of the Chief and President. Members or employees are prohibited from "hacking" into other systems or "cracking" other passwords or access codes. No electronic communication may be created, transmitted, or stored, which attempts to hide the true identity of the creator or sender.

4. Any use of HCFAS's network for unlawful purposes is prohibited.

5. Copying of software registered to HCFAS is prohibited and may otherwise be in violation of copyright laws.

6. Using HCFAS's network to harass other, or to interfere with their work, is prohibited.

7. Electronic resources have capacity and all users are required to be courteous to other and to limit their use to a reasonable duration.

8. Any use, which has the effect of degrading or disrupting system performance, is prohibited.

9. Any user's traffic that crosses another network may be subjected to that network's acceptable use policies as well as HCFAS's.

10. The distribution of unsolicited e-mail (ie: spam, individual's bulk mail) through HCFAS's network is prohibited.

11. Members or employees are prohibited from using the HCFAS telecommunication, Computer, and network resources in any way that may be deemed illegal, fraudulent, embarrassing, intimidating, disruptive, or offensive to others.

This may include, but is not limited to, the transmission or storage of the following

a. Sexually explicit messages and images;
b. Ethnic or racial slurs, messages and images;
c. Gender derogatory or biased comments;
d. Comments that offensively address an individual's age;
e. Comments that offensively address an individual's Sexual orientation;
f. Comments that offensively address an individual's Religious or political beliefs;
g. Comments that offensively address an individual's National origin;

h. Comments that offensively address an individual's Disability;
i. Comments that offensively address an individual's Veteran's status
j. Anything that may be construed as harassing, discriminating, disparaging to or of others;
k. Anything that might be construed to violate any federal, state or local laws relating to electronic media;
l. Anything that may interfere with HCFAS business operations or performance.

Users encountering or receiving such material should immediately report the incident to the Chief or President.

12. Members may not download, upload or streamline any music, pictures, video or other files that may be subject to copyright protection and laws.

13. Posting of personal messages on chat rooms and stock message boards is prohibited, unless HCFAS business requires this.

14. Without obtaining prior approval of the Chief or President, the using of HCFAS's telecommunication equipment, computers, network resources, membership address list or fund drive mailing list is prohibited for any of the following:
   a. Solicitations;
   b. Advertisements;
   c. Promotions (whether for charitable, political, religious, or other reasons);

15. Members must take precautions to prevent the spread of viruses within HCFAS's communication system. Incoming e-mail items with attachments must be scanned for viruses before opening.

16. Members using computer equipment installed in the building are to make themselves available to respond to emergency calls if requested by the dispatcher.

Please be aware that with access to computers all over the world also comes the availability of material that may be considered 'inappropriate' for some users. HCFAS is not responsible for such material and each user is cautioned to avoid accessing such.

Section 3: Long Distance and Regional Calls

Long distance and regional personal phone calls placed from HCFAS that result in charges to HCFAS are not appropriate or authorized, except in the case of a true emergency. A note to the Treasurer with the nature of the emergency, date, time and phone number for each call is required.

Section 4: Copier Usage

The use of HCFAS copiers is limited to HCFAS business. Although occasional personal usage is permitted provided that the copies made are limited to no more than ten (10) pages. Use of HCFAS copies for any personal "for profit" business is prohibited.

Section 5: Internet Privacy

HCFAS reserves the right to monitor and review internet usage and email. Members waive any and all rights and do not have privacy or any personal privacy right in e-mail messages transmitted through the HCFAS network or in sites accessed, or material transmitted, over the internet or HCFAS's intranet whether such use is personal or for HCFAS business. Accordingly members should not use HCFAS's electronic communication system to send, receive or store any information that they wish to keep private.

Section 6: Phone Privacy

Personal communications using HCFAS's phones are not private. No one is obliged to leave the room while anyone makes a private call. If you have a critical need to make a private call use a phone where you will not be disturbed while making your call. HCFAS reserves the right to monitor and record certain phone lines.

Section 7: HCFAS's Rights

HCFAS reserves the right to:

1. Remove computer and network privileges of any user who does not follow the above-mentioned policies.

2. Notify any user that he is using a disproportionate share of the disk space and that he needs to download/delete files.

3. Delete files from any user's account if that user, once notified, has not cleaned his directory within one week.

HCFAS has no control over the content of the information passing through it's system, or any responsibility for the content, accuracy or quality of information obtained.

Use of any information obtained is at the member's risk.

HCFAS will not be responsible for any damage suffered by any member for any reason in the use of HCFAS resources, including loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions.

Huntington Community First Aid Squad
Special 2013 Board of Directors Meeting
November 19, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**ABSENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**ABSENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Jeremy Boehm, Timothy Glynn of Glynn, Mercep, and Purcell, LLP., Lehti Laas, Alyssa Axelrod, Ex-Chief John Palmieri, Kathy Castillo, Tyler Gibbs, Judy Pugliese (Stenographer), Jennifer Lippmann of John T. Powers, JR., P.C. (Jeremy Boehm's attorney).

Meeting called to order at: 19:45 hours

Motion by Thomas O'Leary and seconded by Bernard Poole to enter into Executive Session at 19:45 hours to proceed with Jeremy Boehm re-hearing.
MOTION APPROVED UNANIMOUSLY

Out of executive session at 23:00 hours.

At 23:00 hours, motion by Robert Franz and seconded by Richard Stone to adjourn the meeting until such time as the President schedules the next meeting.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,
Lehti Laas
Lehti Laas
Recording Secretary

Respectfully Submitted,
Robert Franz
Robert Franz
Secretary

Draft sent to Board members: December 15, 2013
Amended and approved: December 19, 2013

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: December 5, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**PRESENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Pamela Brenner, Keith Davis, Alyssa Axelrod, Andrea Golinsky, John Palmieri, Lehti Laas, Juan Flores, and from Renaissance Downtown- Ryan Porter and Erika Forland

Meeting called to order at: 1930 hours

Renaissance Downtown presentation by Ryan Porter and Erika Forland. Ryan is the Vice-President of Planning and Development. He discussed the zoning changes that will be voted on by the Huntington Town Council on Tuesday, December, 10, 2013. If approved, this would then open up the possibility of a hotel being built next door to the squad in the commuter parking lot.
Ryan states that the squad will be accommodated in reference to parking concerns.
They are 100% committed to allowing us to use their potential parking.
The plan is for approximately 125 rooms at a rate of $150/ night similar to a Marriott Residence Inn similar to the one Renaissance has in Plainview.
There would be some catering and that valet parking maybe a solution to the parking.
Feasibility studies will be done (engineering &planning) to make sure a hotel would work in that spot.
Ryan does not know the value of the land to the developer.
Prior to any projects, they need to apply to the Town and be approved.
They have started to pursue with the State some of the property on Railroad.

Motion by Robert Franz and seconded by Bernard Poole to approve the minutes of November 14, 2013 as amended.

Motion by Brian Canty and seconded by Chief Martha Brenner to table the motion.
Yes: TO, MB, BC, RW No: JO, RF, RS Abstain: BP
MOTION APPROVED to table

Life Membership Presentation- Ex-Chief John Palmieri, Chairman

Motion by Brian Canty and seconded by Bernard Poole to enter into Executive Session at 19:52 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 20:55 hours.

Proposals-
Life Membership
SOP 04-2013 Changes Leave of Absence (untabled)
Member attendance at the Adult Holiday Party
Glynn Mercep & Purcell, LLP contract renewal
Fuoco Group LLP 2013 HCAD
Fuoco Group LLP 2013 HCFAS
Driver Improvement Classes (aka Defensive Driving)
Town of Huntington Budget for HCFAS
New York State Insurance Fund Volunteer Ambulance Worker's Benefit Law 2014
Amended SOP Change 01-2013
Antenna Replacement
Repair of 2-15-21
Election Start Time Amended
Gift card eligibility SOP 07-2013 (untabled and tabled)
Gift Card Eligibility For Active Life Members

Life Membership
Motion by Robert Franz and seconded by Brian Canty to bestow life membership to members as selected by the Board of Directors in Executive Session, to be announced at the annual installation dinner on February 22, 2014.
2/3 vote required
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Brian Canty to destroy the ballots.
MOTION APPROVED UNANIMOUSLY

Motion by Brian Canty and seconded by Robert Franz to untable SOP Change 04-2013.
MOTION APPROVED UNANIMOUSLY

SOP 04-2013 Changes Leave of Absence
Motion by Chief Martha Brenner and seconded by Robert Franz to approve as amended SOP Change 04-2013 which amends Article II Section 3 Leave of Absence. The proposed SOP was printed in the October Pulse and discussed at the October General Membership Meeting. Further to approve HCFAS form # 146A –Leave of Absence Request form and #146B –Medical Leave of Absence form.
Tabled 11/14/13

Motion by Robert Franz and seconded by Brian Canty to table the motion.
Yes: RF No: RS, JO, TO, BP, MB, BC
MOTION NOT APPROVED to table

On the original motion as amended
Yes: RS, JO, TO, BP, MB, BC Abstain: RF
MOTION APPROVED

Note: Approved amended SOP 04-2013 with the forms will be attached to the end of the minutes pending receipt from the Chief.

Member attendance at the Adult Holiday Party
Motion by Chief Martha Brenner and seconded by Brian Canty to approve the list of members not eligible for the adult holiday party as per the Social Committee Guidelines, Article IX – Protocols, Section 1 –Social Committee Protocols, 1. Eligibility Criteria A, B, C, D, E, F. as amended by the Board of Directors.
Date of E-Mail Vote: 11/25/13
Response: Brian Canty -, Roger Winter - yes, Jeff O'Neil –, Joe Denimarck –, Chief Martha Brenner -yes, Tom O'Leary - yes, Bernard Poole – abstain, Richard Stone -yes, Robert Franz –.
Voting results: 4-0-1(BP)
Motion Results at meeting:
Yes: RS, RF, JO, TO, BC, MB, RW Abstain: BP
MOTION APPROVED

Glynn Mercep & Purcell, LLP contract renewal
Motion by Bernard Poole and seconded by Thomas O'Leary to authorize and approve President Roger Winter to accept the Glynn Mercep & Purcell, LLP, Retainer Proposal, as amended on November 14, 2013, renewal retainer engagement letter for calendar year 2014 from January 1, 2014 through December 31, 2014, the retainer engagement in the amount of $7,500.00 for 45 hours of time. Any unused portion of our prepaid hours may be carried over as a credit against the following year's retainer.
Last year we agreed that you could carry over any unused portion of our retainer. Currently we have a credit of $8,167.89. This may be a bit less by the end of the year but obviates the need for HCFAS to pay any additional retainer for 2014. If we exceed the pre-paid time, the hourly billings of $225.00 per partner hour will be in effect. Any Article 78 litigation is not included in the retainer and will be billed separately at $225.00 per hour. The period of engagement will be from January 1, 2014 through December 31, 2014
HCAD funds
Yes: RS, RF, TO, BP, MB, BC No: JO
MOTION APPROVED

Fuoco Group LLP 2013 HCAD
Motion by Brian Canty and seconded by Robert Franz to engage the services of the Fuoco Group LLP for the purpose of the 2013 audit as outlined in their letter of engagement for the Huntington Community Ambulance District Division of Huntington Community First Aid

Squad, Inc. dated December 3, 2013 as distributed. The estimated fee for the service is $ 13,000. Report to be received by May 1, 2014.

HCAD funds

Yes: RS, RF, TO, BP, MB, BC Abstain: JO

MOTION APPROVED

Fuoco Group LLP 2013 HCFAS

Motion by Brian Canty and seconded by Robert Franz to engage the services of the Fuoco Group LLP for the purpose of the 2013 audit and tax return preparation as outlined in their letter of engagement for the Huntington Community First Aid Squad, Inc. dated December 3, 2013 as distributed. The estimated fee for the service is $ 2,200. Report to be received by May 1, 2014.

HCFAS funds

Yes: RS, RF, TO, BP, MB, BC Abstain: JO

MOTION APPROVED

Driver Improvement Classes (aka Defensive Driving)

Motion by Brian Canty and seconded by Chief Martha Brenner to have AAA New York, 1415 Kellum Place, Garden City, New York 11530, conduct a Driver Improvement class (Defensive Driving Classes) at HCFAS. The class will be conducted on Saturday; January 11, 2014. This program will be organized by the 1st Deputy Chief. Classes will be open to all HCFAS members and their families. All non-members will pay the required course fee of $25.00. HCFAS will pay for all HCFAS members who successfully complete the class. The requirement for the class will be a minimum of 20 people and a maximum of 40 people. A total cost for the whole program not to exceed $1,000. The calendar of events has been checked and the room is not being utilized for any other events.

HCAD Funds

MOTION APPROVED UNANIMOUSLY

Town of Huntington Budget for HCFAS

Motion by Brian Canty and seconded by Robert Franz to accept the Town of Huntington's HCAD 2014 adopted budget as approved by the Town Board on 11/8/13 in the amount of $1,865,003. This was the amount as submitted by HCFAS to the Town of Huntington.

HCAD funds

MOTION APPROVED UNANIMOUSLY

New York State Insurance Fund Volunteer Ambulance Worker's Benefit Law 2014

Motion by Robert Franz seconded by Brian Canty to accept the recommendation of the Insurance Committee Chairperson Robert Franz and our insurance agent Hubbinette Cowell Associates to obtain the New York Volunteer Ambulance Workers' Benefit Law insurance coverage and Employer Part B from the New York State Insurance Fund (NYSIF) at an estimated annual premium $ 71,000 for the 2014 calendar year. NYSIF is the sole provider of VAWBL insurance for volunteer ambulance squads in NYS.

HCAD funds

Yes: RS, RF, TO, BP, MB, BC Abstain: JO

MOTION APPROVED

Amended SOP Change 01-2013

Motion by Robert Franz and seconded by Thomas O'Leary to approve as amended SOP change 01-2013 which adds the Emergency Incident Rehabilitation policy to Article X Section 6 of the SOP's. The proposed SOP was printed in the January Pulse and read and discussed at the January 14, 2013 General Membership Meeting. Further to approve HCFAS form # 440 Rehab Sector Company Check In / Check out Sheet and form # 450 -Emergency Incident Rehabilitation Report.

Rational:

Please consider Proposed SOP change 01-2013 with accompanying form #440 (Rehab Sector Company Check In / Check Out Sheet and form #450 (Emergency Incident Rehabilitation Report) at the 12/5/13 BOD meeting.

Attached is the "revised by presenter Tim Ebert" version after consultation with Mark Brenner. I had asked Mark to look at the original proposed version to see if it could be shortened and address EMS personnel as well as firefighters. Since SC ALS protocols Appendix 39 always pertained to Emergency Incident Rehabilitation, the recommendation is to reference this in the Squad's SOPs rather than have a burden to update our SOPs each time the SC ALS protocols change.

The original proposed SOP 01-2013 (without forms) was presented at the January 14, 2013 GMM is also attached.

Yes: RS, RF, TO, JO, MB, BC Abstain: BP

MOTION APPROVED

Note: Approved SOP 01-2013 and forms are attached at end of the minutes.

Antenna Replacement

Motion by Richard Stone and seconded by Chief Martha Brenner to replace the existing antenna on roof by May Day Communications at a cost of $5,660. All insurance documents are on file as they are our communications vendor.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Repair of 2-15-21

Motion by Chief Martha Brenner and seconded by Robert Franz to repair 2-15-21 fly wheel not covered by warranty. Huntington Chevrolet is to perform the repair at a cost of $1,751.69.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Election Start Time Amended

Motion by Robert Franz and seconded by Richard Stone to amend the motion of 9/12/13 and start the elections at 7:00 AM.

Yes: RS, RF, JO, MB, BP, TO No: BC

MOTION APPROVED

Gift card eligibility SOP 07-2013

Motion by Richard Stone and seconded by Chief Martha Brenner to untable SOP 07-2013- amend the Gift Card Eligibility Criteria.

MOTION APPROVED UNANIMOUSLY to untable

Motion by Richard Stone and seconded by Robert Franz to table the motion.

MOTION APPROVED UNANIMOUSLY to table

Note: Proposed SOP 07-2013 is attached at the end of the minutes.

Note: The following motion was approved prior to the Secretary's Report

Gift Card Eligibility For Active Life Members

Motion by Chief Martha Brenner and seconded by Richard Stone to give gift cards to all active Life Members.

MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Brian Canty:

Motion by Brian Canty seconded by Bernard Poole to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:

Nov 14, 2013 to Dec 05, 2013 HCAD 48 Checks Totaling $50,570.44
Nov 14, 2013 to Dec 05, 2013 HCFAS 5 Checks Totaling $4,210.00

MOTION APPROVED UNANIMOUSLY

Transfers

$523,000 from HCAD Savings to HCAD Checking

Items that need motions from Chief for emergency repairs above authorized PP limits:

Repair of 2-15-21 for fly wheel not covered by warranty Huntington Chevrolet $1,751.69

Items that need motions from a Board Liaison for emergency repairs above authorized PP limits:

Replacement of Antenna on Roof May Day Communications $5,660.

Motion by Chief Martha Brenner and seconded by Thomas O'Leary to extend the meeting for 15 additional minutes.

Yes: RS, RF, TO, BP, MB No: BC, JO

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

LOA's:	#	From	To	Type	Day	
James Mallilo	1030	11/20/13	2/20/14	Medical	Friday	
Paul Nathan	1235	11/18/13	2/18/14	Medical	Monday	
Thomas O'Leary	1187	1/9/14	3/10/14	Medical	Thursday	

Alison Russo	884	11/19/13	2/19/14	Extended Medical	Wednesday	
Emily Schaffert	1248	7/31/13	12/24/13	Educational	Wednesday	
Sally Staszak	397	12/18/13	3/18/14	Operational	Wednesday	

Yes: RS, RF, JO, BP, MB, BC Abstain: TO
MOTION APPROVED

Probation Ending:
Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Louis Dell, member #1388, eligible 10/25/13, effective 12/5/13.
MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Patrick Donegan, member #1383, eligible 10/11/13, effective 12/5/13.
MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Thomas Schirripa, member #1392, eligible 11/15/13, effective 12/5/13.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Return to Duty:	#	**Return Date**	**From**	**To**	
Connie DeGrassi	1395	11/19/13	Medical	Dispatcher	
John Connors	1272	10/28/13	Operational	Active	
Maryann Schramm	595	11/13/13	Operational	Active	
Leslie Wissner	1285	11/24/13	Medical	Dispatcher	

Motion by Robert Franz and seconded by Chief Martha Brenner to drop from membership for failure to fulfill shift requirements from a medical LOA ending on 11/20/13 probationary member Afsaneh Mardani, member #1403,effective 12/5/13.
MOTION APPROVED UNANIMOUSLY

Insurance – MVA
-On November 30, 2013 an ambulance 2-15-19 passenger side mirror grazed a Hart bus mirror while responding to a call. The ambulance plastic mirror housing cracked and a piece broke off but mirror is still functioning. The 3rd Deputy Chief is contacting Hart. This incident will not be reported to our insurance carrier unless there is a large claim from Hart.

-On December 2, 2013 an ambulance 2-15-19 passenger side mirror was hit by another vehicle. 2-15-19 was on a call and was stationary when the incident occurred. No further damage to 2-15-19's mirror was noticed. Although a police report was made, this incident will not be reported to our insurance carrier at this time.

Insurance

On November 23, 2013 an incident occurred while removing a patient from the ambulance at the HH ED, the pram came in contact with the ground. The patient appeared not to have suffered an injury but made a complaint to the ED staff. As a precaution, our insurance carrier and SC EMS and SC risk management will be notified per advice of squad counsel.

Insurance – NYSIF VAWBL 2014 renewal

The 2014 estimated decrease in premium of $9,310 from 2013 is primarily attributable to a decrease in the estimated basic premium of $6,441, a net increase in the experience modification (claims) from 1.14 to 1.20 ($4,203) and the elimination of the Workers' Compensation Board assessment charge of 7.3% ($6,321). The NYSIF discount of 20% ($16,812) received in 2013 continues for 2014. On a periodic basis I continue to monitor members' filed claims and the medical and indemnity reserves set up by the NYSIF. When possible, I try to have the reserve reduced or eliminated so our experience modification is as low as possible. A slight increase as indicated above can add thousands to our estimated premium.

TOH Public Hearing Tuesday December 10, 2013 at 7PM

I strongly recommend that President Roger Winter and Chief Martha Brenner attend this hearing and speak on the need of the Squad to have unrestricted access to parking next to our building re: Resolution 2013-556 which will change the zoning on the commuter parking lot adjacent to the east side of the Squad (this will allow for the building of a hotel proposed by Renaissance Downtown).

NYSVA&RA Executive Board Meeting November 16, 2013 – Albany, NY

Annette Hershkowitz and I attended the meeting.

By all accounts, Pulse Check 2013 was successful and feedback from attendees, vendors and seminar presenters was extremely positive and it was mentioned in JEMS magazine. Plans for Pulse Check 2014 are in progress.

The 2014 NYS legislative bills will include Article 30 amendments including the CON process for municipalities including fire districts. Work is in progress by the Association to craft bill language that will be presented to the Governor's office.

The Procedural Manual update is also a work in progress. At the meeting we reviewed, discussed and made changes to a draft amendment on Membership procedures, the Constitution and By-Laws committee and the procedure Manual Committee.

The website is in progress of being updated for Pulse Check 2014.

Committee assignments were made for 2014.

The next meeting is tentatively scheduled for February 15, 2014.

LOSAP – HMFD has a Tuesday 12/10/13 vote to increase their monthly LOSAP benefit to $30.00 per month for each year of service for plan years starting 1/1/14.

Election December 9, 2013 – Voting times will be the same as last year 0700 to 2000 hours. Chris Roulo has made all the arrangements for the voting machine to be delivered on Friday and election custodial service on election day. All qualification letters have been timely sent to all the candidates and candidate list was published in the December pulse & posted on the bulletin board. All absentee ballot requests have been fulfilled.

Chief's Report – Martha Brenner:

- THE UNIFORM CHAIR HAS ABOUT 35 MEMBERS WHO HAVE BEEN FITTED FOR THE WINTER JACKET. THE ORDER HAS BEEN PLACED
- HANDSONLY CPR: THEY WILL FINISH UP WHAT HAS BEEN SCHEDULED BUT ARE HOLDING OFF ON ANYTHING ELSE FOR 2013

  Home Depot - Big H - Request came through Andrea Golinsky for a demo to be done at their location. Trying to work out date and time.
- HOLIDAY PARADE WAS HELD ON 11-30-13. 12 MEMBERS ATTENDED. I WOULD SUGGEST WE SERIOUSLY CONSIDER WHETHER OR NOT WE WANT TO PARTICIPATE NEXT YEAR.
- FRADULENT CHARGES ON CREDIT CARDS NOW NUMBER 11 MEMBERS. I HAVE GATHERED THE INFO THE POLICE REQUESTED AND SENT IT ON TO DETECTIVE JANSO. THERE IS NO COMMONALITY EXCEPT OUR MEMBERSHIP. VISA/AMEX/DISCOVER DIFFERENT BANKS ETC.
- HOLIDAY PARTY SOCIAL ELIGIBILITY: MEMBERS ARE BEING NOTIFIED
- HOLIDAY GIFT CARD PRELIMINARY REPORT WAS PROVIDED TO THE VICE PRESIDENT
- AS OF TODAY WE ARE DOWN 12 ALS PROVIDERS WHO HAVE NOT CREDENTIALED WITH THE COUNTY ON THE NEW PROTOCOLS. THE LIST WILL BE REVIEWED ONE LAST TIME THEN SENT TO THE CAPTAINS FOR SCHEDULING ACCURACY. THE REVIEW IS REQUIRED BECAUSE I HAVE ALREADY FOUND ONE ERROR ON THE COUNTY LIST THAT IS THE GENERATOR OF THIS INFORMATION.
- ALL EMT'S AND ABOVE ARE REQUIRED TO COMPLETE THE NEW COUNTY TRAUMA PROTOCOL BY 12/1 OR CAN NOT RIDE AS EMT'S IN SUFFOLK COUNTY. AS OF TODAY THERE ARE 24 WHO HAVE NOT COMPLETED THE REVIEW TRAINING. 2ND DC HAS ADVISED THEM THEY HAVE UNTIL FRIDAY NIGHT TO COMPLETE. AT THAT TIME IF THEY DO NOT HAVE A RTE AND CPR THEY CAN NEITHER RIDE NOR DISPATCH
- BABY DELIVERED THANKSGIVING NIGHT. A VERY SPECIAL CALL. MOM AND DAUGHTER ARE FINE.
- I HAVE HAD A REQUEST TO ALLOW A PERAMEDIC FROM AUSTRALIA DO A RIDE ALONG. WHAT IS OUR PROCEDURE ON THIS?
- I HAVE RECEIVED A DRAFT OF OUR ATTORNEY'S LETTER TO ROAD RESCUE AND PROLINER REGARDING OUR CONCERNS ON 17 AND 20. I AM OBTAINING SOME MORE INFORMATION FROM 3RD DC TO ANSWER ATTORNEY'S QUESTIONS.
- NARCOTICS SAFES NEED TO BE REPLACED THE COMMITTEE HAS 2 QUOTES THAT I HAVE PASSED ON TO THE TREASURER AND ARE WAITING FOR A 3RD. THIS IS IN THE AREA OF $15,000. JUST FYI AT THIS TIME
- PERSONNEL REPORT TO FOLLOW

Change of Status:	#	From	To	As Of
Lauren Aviles	1397	Observer	FA	11/21/13
Nathan Bruskin	1380	FA	ACL	11/20/13

Michael Campanelli	1352	Observer	Aid	11/3/13
Cynthia Feliciano	1400	Observer	Aid	11/3/13
Chris Mallilo	1234	FA-EMT	FA-RTE	11/4/13
Samantha Mohr	1341	ACL	CL	11/21/13
Matt Moran	1391	Aide	FA	11/21/13
George Reeder	1328	DR Trn	Driver	9/1/13

President's Report – Roger Winter:

Life Membership – The committee has been selected, they will present their vote at the 12/5/13 meeting

Membership Badges – The list of badges ordered have been given in by Chief Martha Brenner

Committee List for 2013 –The list is updated at this time. Requests have been made to participate on committees. **I am always asking committee chairpersons for their recommendations. I have not received any information from committee chairs or Board Members or Officers regarding changes.**

ID Badge System –working on getting photos of all members.

Fund Drive – I have contacted Diane Tanko to investigate and develop a new Fund Drive brochure. No progress at this time.

Fund Drive Donations as of 12/4/13 = $75,732.52

Explorer Post 215 –Sheryl Roach – Investigating a anti Bullying Program presentation at HCFAS.

MC Alliance project: We received a report on our power. I will distribute the report.

Old Business: None

New Business: None

Motion by Bernard Poole and seconded by Brian Canty to adjourn the meeting at 23:20 hours.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: December 13, 2013

Amended and approved: December 19, 2013
MOTION APPROVED UNANIMOUSLY

Approved amended SOP 04-2013

Section 3- Leave of Absence:

All Members asking for any form of leave are required to complete a LOA (leave of absence) Request form #146A for Operational, Educational or Military leave of absence requests or a MLOA form #146B for medical or emergency medical leaves, and all LOA requests must be approved by the Board of Directors. The completed form must be submitted to the Day Captain, 1st Deputy Chief for Company 8 members and the Vice President for administrative members. The request forms will be submitted to the Board of Directors at the meeting following the request.

Members on an operational, military or educational leave of absence (LOA) may ride or dispatch during their approved LOA period with permission of an operational officer providing their monthly review training and other mandatory training are up to date. The member may also serve on a committee during this LOA period. These occasional active duty functions will not cause a break in the approved LOA period or cause an extension of the approved LOA period. Members on a Medical LOA (MLOA) or Emergency Medical LOA (EMLOA) are subject to restrictions as outlined in 2 below.

1. Operational, Military and Educational LOA - A leave of absence may be requested by a non-probationary member who is a member in good standing, and, who finds it impossible to serve on ANY Duty Tour. Probationary members who were former non-probationary members of the Youth Squad may request an educational LOA.

   The member must submit a LOA form #146A to his Day Captain no less than two (2) weeks prior to the start date of the leave. The operational/military/educational LOA may be granted for:

   a. Operational- an initial 3 month period and may be extended for no more than an additional 3 months in a 12 month period.
   b. Educational-an initial period of one semester and may be extended for a second semester in the same calendar year. All Educational LOA requests and extensions must include a copy of the semester schedule.
   c. Military- an initial period of one year and may be renewed up to the length of the enlistment period. A copy of the orders must be submitted with the LOA request.

The member is expected to return to duty on expiration of the LOA with required certifications up to date.

2. Medical Leave of Absences (MLOA) and Emergency Medical Leave of Absences (EMLOA) - a MLOA/EMLOA may be requested by a member who, for medical reasons, is unable to serve as an operational member, or who must restrict his participation in certain activities. A MLOA may be requested for an initial period of 3 months and extensions may be requested for additional 3 month periods for a maximum period of one year. The member must have the Medical LOA form (form #146-B) completed by his or the squad physician. Members on any form of medical LOA may not: ride, dispatch, respond to emergency calls, march in parades, use the exercise room or participate in any squad duty or activity approved by the chief of the department or his/her designee or the Board of Directors.

In an emergency situation, when a member is admitted to the hospital, becomes incapacitated or is injured while on duty, he will be deemed to be on an Emergency Medical Leave of Absence (EMLOA). If any member exhibits signs or symptoms that he is not medically or physically fit for duty any Operational Officer may place the member on an EMLOA. The Officer taking this action must notify the member's Day Captain and the Chief or his designee immediately. The Chief or his designee will notify the Board of Directors at the next Board of Directors meeting. The EMLOA will be initially granted for 3 months. The member must submit the Medical LOA form completed by his or the squad physician within 60 days of the initial date of the EMLOA. Following the granting of an EMLOA if no MLOA form is received within the required 60 days the MLOA will be changed to an OLA.

The member may apply for an extension of the MLOA for up to an additional 9 months, in three month increments for a total period of one year or may return to duty following the procedures denoted below. Requests for all extensions of an EMLOA must be submitted with the physician completed MLOA form #146B.

When a member is treated in the emergency room for a line of duty injury they may return to duty without restrictions provided the emergency room release form is clear that there are no restrictions. The member must place the emergency room release form in the medical committee mailbox and notify the Medical Committee Chairperson and the Chief, or his designee, on their return to the building.

Before a member on a MLOA or EMLOA can return to duty he must submit a Return to Duty form (HCFAS #301) that must be completed by his treating or a Squad physician. The Squad will pay the cost of having the form completed by a squad physician but not the member's private physician.

All operational members requesting or on a MLOA/EMLOA must be deemed by their or the squad physician unable to ride and unable to dispatch. If a member is able to carry out the duties of a dispatcher then that member is required to attend their shift as a dispatcher. If deemed unable to perform the duties of a riding or dispatching member (by their or the squad physician) that member must revisit the physician every three (3) months while on a MLOA/EMLOA and have the MLOA form#146B completed and submitted with each MLOA extension request. While on a MLOA/EMLOA members cannot participate as an active member with another Volunteer EMS/Fire agency or their LOA will be subject to revocation.

Members on all leaves who believe they will be unable to return on LOA expiration must contact their Captain and complete a new request. If an extension is not received prior to the end date of any LOA the member will be expected to be on duty on their next regularly scheduled shift. Members not reporting for that shift will be considered to be a no show and are subject to disciplinary action.

3. Extended Leaves:

A. Any member who is on an LOA for three (3) months and requests a second LOA within a twelve (12) month period (from the inception of the first LOA) may lose his shift.

B. Members requesting extensions may be required to complete training before returning to duty as a crewleader, driver or dispatcher.

C. Members must have all required training before returning to duty.

D. Members on any form of leave are subject to loss of social/award programs, and group life insurance coverage will be affected as follows:

1) Operational Leave-Six consecutive months
2) Medical or Emergency medical-twelve consecutive months unless the injury is squad related, then this period may be extended by the HCFAS Board of Directors.
3) Military Leave-twelve consecutive months
4) Educational Leave-Six months (Paramedic course-nine months)
5) Involuntary Leave (suspension) - six months.

4. Return from LOA - Any member who is absent beyond their approved LOA period and does not receive an approved LOA extension from the Board of Directors, and if this unauthorized absence shall exceed ten (10) days, the member shall be subject to suspension or expulsion in accordance with the By- Laws.

The appropriate officer Captain, First Deputy Chief or Board Vice President will make every effort to notify the member of the leave expiration date 2 weeks prior to that date. However, it is the member's responsibility to complete the required paper work and return to duty on the specified end date of the leave or to apply for an extension two weeks prior to that end date. The member must return to duty with all required training completed and certificates active.

NOTE: The following LOA forms were decreased in size to fit in the numbered word document:

Leave of Absence (LOA) Request Form
Operational-Educational-Military

Member's Name ________________________________Number #__________

Address____
(street) (city)
(state) (zip code)

Date______________________ Shift Day/time_________________________

Request LOA From: ____________________ To: _____________________

Type of Leave (check one):
____Operational ____ Educational ____Military

Reason:
____
____
____

Leave of Absence History (List all leaves taken in the prior 12 months)

Type	Period	
________________	From: _________________	To: ________________
________________	From: _________________	To: ________________

Notes: (Read carefully)
1-If your leave exceeds certain time periods you may lose your shift, your status, your benefits and certain social privileges.
2-Members must give 2 weeks notice for a Leave of Absence except for emergencies.
3-Members must be up to date on review trainings in order to return to operation duty.

Member's Signature ________________________________Date_____________

Day Captain's Signature: ____________________________Date_____________

First Deputy Chief's Signature: _______________________Date_____________

<u>SUBMIT COMPLETED FORM TO THE SECRETARY</u>

Approved by the Board of Directors: ___Yes ___ No Date: _________________

(HCFAS Form 146A rev 12/13)

Huntington Community First Aid Squad
Leave of Absence (LOA) Request Form
Medical/Emergency Medical

Member's Name ________________________________Number#__________

Address____
(street) (city)
(state) (zip code)

Date______________________ Shift Day/time________________________

Request LOA From: ___________________ To: ____________________

Type of Leave (check one): ____Medical ____ Emergency Medical

Reason:
____
____
____

Leave of Absence History (List all leaves taken in the prior 12 months)

Type	Period	
________________	From: ________________	To: ________________
________________	From: ________________	To: ________________

Notes: (Read carefully)
1-If your leave exceeds certain time periods you may lose your shift, your status, your benefits and certain social privileges.
2-Members must give 2 weeks notice for a Leave of Absence except for emergencies.
3-Members must be up to date on review trainings in order to return to operation duty.

Member's Signature ________________________________Date______________

Day Captain's Signature: ___________________________Date_____________

First Deputy Chief's Signature: ______________________Date_____________

<u>SUBMIT COMPLETED FORM TO THE SECRETARY</u>

Approved by the Board of Directors: ___Yes ___ No Date: _________________

(HCFAS Form 146B rev12/13) **Page 1 of 2**

MEDICAL LEAVE OF ABSENCE PHYSICIAN SECTION:

I confirm that my patient ____ is currently unable to ride the ambulance or to dispatch the emergency system because of health reasons.

OR:

I confirm that my patient____is currently unable to ride the ambulance because of healthy reasons, but may dispatch the emergency system.

Physician name: ____

Physician signature: ____

Date: __________________________

****

Membership Category and Responsibilities:

A Riding Member will be called upon to perform strenuous duties that may be both physically and emotionally demanding and include:

- Participating in multiple calls over a 4- to 8 hour period;
- Lifting or carrying equipment and/or patients, as part of a crew, considerable distances, up or down embankments, stairways and the like, and loading and unloading them into and out of the ambulance;
- Performing CPR for an extended period of time.

A Dispatcher will be required to think and act coherently, speak clearly and succinctly, keep records, answer and dispatch multiple calls throughout a continuous 4 to 8 hour period and to instruct callers on how to perform CPR.

(HCFAS Form 146B rev12/13) **Page 2 of 2**

Proposed SOP Change 01-2013

Proposal:
To add the Emergency Incident Rehabilitation policy to the SOP's

Background/Justification:
Rehab is a vital part of any major incident where extreme exertion is exercised and/or extreme temperatures exist to protect those involved.

Change (additions are underlined and deletions are ~~stricken~~):
Section 5 – Emergency Incident Rehabilitation Policy

A. Purpose
To ensure that the physical and mental condition of firefighters operating at the scene of an emergency or a training exercise does not deteriorate to a point that affects the safety of the individuals or that jeopardizes the safety and integrity of the operation.

B. Scope
This procedure shall apply to all emergency operations and training exercises where strenuous physical activity or exposure to heat or cold exists.

C. Responsibilities
I. Incident Commander
The Incident Commander shall consider the circumstances of each incident and make adequate provisions early in the incident for the rest and rehabilitation for all members operating at the scene. These provisions shall include: medical evaluation, treatment and monitoring; food and fluid replenishment; mental rest; and relief from extreme climatic conditions and the other environmental parameters of the incident. The rehabilitation shall include the provision of Emergency Medical Services (EMS) at the Basic Life Support (BLS) level or higher.
II. Officers
All officers shall maintain an awareness of the condition of each fire fighter operating within their span of control and ensure that adequate steps are taken to provide for each member's safety and health. The Incident Command structure shall be utilized to request relief and the reassignment of fatigued crews.
III. Emergency Personnel
During any emergency incident or training evolution, all personnel shall advise their officer when they believe that their level of fatigue or exposure to heat or cold is approaching a level that could affect themselves, their crew, or the operation in which they are involved. Members shall also remain aware of the health and safety of other members of their crew.

D. Establishment of Rehabilitation Sector
I. Responsibility

The Incident Commander will establish a Rehabilitation Sector when conditions indicate that rest and rehabilitation is needed for personnel operating at an incident scene or training evolution. An EMT will be placed in charge of the sector and shall be known as the Rehab Officer. The Rehab Officer will typically report to the Incident Commander or Logistics Officer (when assigned) in the framework of the incident management system.

II. Location

The Incident Commander will normally designate the location for the Rehabilitation Area. If a specific location has not been designated, the Rehab Officer shall select an appropriate location based on the site characteristics and designations below.

III. Site Characteristics

a. It should be in a location that will provide physical rest by allowing firefighters to recuperate from the demands and hazards of the emergency operation or training evolution.
b. It should be far enough away from the scene that members may safely remove their turnout gear and SCBA and be afforded mental rest from the stress and pressure of the emergency operation or training evolution.
c. It should provide suitable protection from the prevailing environmental conditions. During hot weather, it should be in a cool, shaded area. During cold weather, it should be in a warm, dry area.
d. It should enable members to be free of exhaust fumes from apparatus, vehicles, or equipment (including those involved in the Rehabilitation Sector operations).
e. It should be large enough to accommodate multiple crews, based on the size of the incident.
f. It should be easily accessible by EMS units.
g. It should allow prompt reentry back into the emergency operation upon complete recuperation.

IV. Site Designation

a. A nearby garage, building lobby, or other structure, if available.
b. A school bus, municipal bus, or bookmobile.
c. Fire apparatus, ambulance, or other emergency vehicles at the scene or called to the scene.
d. An open area in which a Rehab Area can be created using tarps, fans, etc.

V. Resource

The Rehab Officer shall secure all necessary resources required to adequately staff and supply the Rehabilitation Area. The supplies may include but are not limited to the items listed below:

a. Fluids - water, activity beverage, oral electrolyte solutions and ice.
b. Food - soup, broth, or stew in hot/cold cups.
c. Medical - blood pressure cuffs stethoscopes, oxygen administration devices, cardiac monitors, intravenous solutions and thermometers.
d. Other - awnings, fans, tarps, smoke ejectors, heaters, dry clothing, extra equipment, floodlights, blankets and towels, traffic cones and fire line tape (to identify the entrance and exit of the Rehabilitation Area).

E. Guidelines

I. Rehabilitation Sector Establishment

Rehabilitation should be considered by line officers during the initial planning stages of an emergency response. However, the climatic or environmental conditions of the emergency scene should not be the sole justification for establishing a Rehabilitation Area. Additionally any activity/incident that is large in size, long in durations, and/or labor intensive will rapidly deplete the energy and strength of personnel and therefore merits consideration for rehabilitation.

Climatic or environmental conditions that indicate the need to establish a Rehabilitation Area are a heat stress index above 90 F (see F below) or wind-chill index below 10F (see H below)

II. Hydration

A critical factor in the prevention of heat injury is the maintenance of water and electrolytes. Water must be replaced during exercise periods and at emergency incidents. **During heat stress, the member should consume at least one quart of water per hour.** The rehydration solution should be a 50/50 mixture of water and Gatorade and administered at about 40 F. Rehydration is important even during cold weather operations where, despite the outside temperature, heat stress may occur during firefighting or other strenuous activity when protective equipment is worn. Caffeine and Carbonated beverages should be avoided before and during heat stress because both interfere with the body's water conservation mechanisms.

III. Nourishment

The department shall provide food at the scene of an extended incident when units are engaged for three or more hours. A cup of soup, broth, or stew is highly recommended because it is digested much faster than sandwiches and fast-food products. In addition, foods such as apples, oranges, and bananas provide supplemental forms of energy replacement. (Fatty and/or salty foods should be avoided).

IV. Rest

Forty-five (45) minutes of work time is recommended as an acceptable level prior to mandatory rehabilitation. Members shall rehydrate (at least eight ounces) while SCBA cylinders are being changed. *Firefighters having worked for two full thirty (30) minute rated bottles, or forty-five (45) minutes, shall be immediately placed in the Rehabilitation Area for rest and evaluation.* In all cases, the objective evaluation of a member's fatigue level shall be the criteria for rehab time. *Rest shall not be less than ten (10) minutes and may exceed an hour as determined by the Rehab Officer.* Fresh crews, or crews released from the Rehabilitation Sector, shall be available in the Staging Area to ensure that fatigued members are not required to return to duty before they are rested, evaluated, and released by the Rehab Officer.

V. Recovery

Members in the Rehabilitation Area should maintain a high level of hydration. Members should not be moved from a hot environment directly into an air conditioned area because the body's cooling system can shut down in response to the external cooling. An air-conditioned environment is acceptable after a cool-down period at ambient temperature with sufficient air movement. Certain drugs impair the body's ability to sweat and extreme caution must be exercised if the member has taken antihistamines, such as Actifed or Benadryl, or has taken diuretics or stimulants.

VI. Medical Evaluation

Suffolk County EMS Appendix II, Oral (PO) Body Temperature Measurement Protocol

The physical and mental demands associated with firefighting and other emergency operations in hazardous situations, coupled with environmental dangers of extreme heat and humidity or extreme cold create conditions that may have an adverse impact on the safety and health of emergency response personnel. Adequate rest and rehydration activities and routine medical monitoring of emergency response personnel has become commonplace in the out-of-hospital setting. The Federal Emergency Management Agency and the United States Fire Administration have issued Emergency Incident Rehabilitation SOPs that designate a Rehabilitation Sector (Rehab) as a sector within the EMS operations component of the Incident Command System (ICS).

Routine medical monitoring and evaluation in the Rehab Sector consists of the measurement of heart rate and body temperature as primary vital signs associated with the assessment for medical problems that may result from working in extreme weather conditions. Firefighters, hazardous materials technicians and other emergency responders are routinely required to wear personal protective ensembles that inhibit the natural cooling process, thereby placing emergency responders at greater risk for succumbing to heat related emergencies.

Obtaining an oral body temperature measurement is a skill that can be performed by any certified EMS provider when engaged in emergency incident rehabilitation activities at the scene of an incident. This protocol is for the routine medical monitoring of otherwise healthy emergency response personnel and is not intended for use on patients who present to EMS with an acute onset illness or injury. Oral body temperature shall be obtained as part of the routine medical monitoring or medical evaluation of emergency response personnel engaged in activities requiring the use of personal protective equipment that inhibits the natural cooling process, placing emergency responders at greater risk for succumbing to heat related emergencies.

- Follow the manufacturer's recommendations regarding the application of a single-patient use thermometer. Oral temperature should be obtained as early in the rest phase as possible and in accordance with the FEMA/USFA Rehabilitation guidelines. The oral temperature measurement must be taken *prior to* the administration of fluids by mouth for rehydration.

    1. Follow the event recording and disposition guidelines of the FEMA/USFA Rehabilitation SOPs or your agency’s emergency incident rehabilitation plan. When performing Rehab as part of routine medical monitoring, a PCR IS NOT necessary. An Emergency Incident Rehab Log Sheet should be used to record all activity in the rehab sector and should be retained with the agency’s alarm records.

- An emergency responder becomes a patient when he / she verbalizes a chief complaint. When this occurs, all applicable policies and protocols should be adhered to. A PCR IS NOW REQUIRED.

Contraindication: This protocol does not allow for the routine use of oral body temperature measurement when dealing with patients who access emergency medical services personnel following sudden onset of illness or injury

a. Emergency Medical Services (EMS) – Rehab Area should be provided and staffed by the most highly trained and qualified EMT personnel on the scene (at a minimum of BLS level). They shall evaluate vital signs, examine members, and make proper disposition (return to duty, continued rehabilitation, or medical treatment and transport to medical facility). Continued rehabilitation should consist of additional monitoring of vital signs, providing rest, and providing fluids for rehydration. Medical treatment, for individual's whose signs and/or symptoms indicate potential problems, should be provided in accordance with local medical control procedures. EMT personnel shall be assertive in an effort to find potential medical problems early.

b. Heart Rate and Temperature - The heart rate should be measured for 30 seconds as early as possible in the rest period. If a member's heart rate exceeds 110 beats per minute, an oral temperature should be taken. If the member's temperature exceeds 100.6F, he/she should not be permitted to wear protective equipment. If it is below 100.6 F and the heart rate remains above 110 beats per minute, rehabilitation time should be increased. If the heart rate is less than 110 beats per minute, the chance of heat stress is negligible. Elevated temperature, noted by touch or measured, should alert the rehabilitation manager or EMS personnel to the possibility of heat-related illness. However, given the problem of measuring devices underestimating core body temperature, it is essential that a measured temperature in the normal range not be used to exclude the possibility of heat-related problems.

c. Heart rate (pulse) - Heart rate (pulse) is another critical measure used to assess health status. Normal resting heart rates range from 60 to 100 beats per minute. Under stress and exertion, the pulse rate can, and should, increase, frequently above 100 beats per minute. The level of increase depends on the amount of stress and the individual's physical conditioning. As members report to rehabilitation after expending a significant amount of energy in stressful conditions, a pulse rate that is up to 70 percent of maximum heart rate [(220 minus age) x (0.7)] is frequently encountered. After resting in rehabilitation, the member's heart rate should return to near normal resting rates. A fire fighter who has not achieved a heart rate of less than 100 beats per minute by the end of 20 minutes should not be released from rehabilitation, but should be further monitored, and, if warranted, sent for further medical evaluation. (Part of additional monitoring should include orthostatic pulse and blood pressure).

d. Respiratory rate - Respiratory rate is a vital indicator used to assess health status and stress, as well as a possible indicator of exposure to other hazards. Normal respiratory rate is 12 to 20 breaths per minute. By the end of the rehabilitation period, the fire fighter should have a respiratory rate within these parameters.

e. Documentation - All medical evaluations shall be recorded on standard forms along with the member's name and complaints and must be signed, dated and timed by the Rehab Officer or his/ her designee.

VII. Accountability

The Rehabilitation Areas activity shall be documented by the Rehab Officer or his designee on the Department Check-In/Out Sheet. Crews shall not leave the Rehabilitation Area until authorized to do so by the Rehab Officer.

F. Heat Stress Index

		Relative								
Temperature F		10%	20%	30%	40%	50%	60%	70%	80%	90%
	104	98	104	110	120	132				
	102	97	101	108	117	125				
	100	95	99	105	110	120	132			
	98	93	97	101	106	110	125			
	96	91	95	98	104	108	120	128		
	94	89	93	95	100	105	111	122		
	92	87	90	92	96	100	106	115	122	
	90	85	88	90	92	96	100	106	114	122
	88	82	86	87	89	93	95	100	106	115
	86	80	84	85	87	90	92	96	100	109
	84	78	81	83	85	86	89	91	95	99
	82	77	79	80	81	84	86	89	91	95
	80	75	77	78	79	81	83	85	86	89
	78	72	75	77	78	79	80	81	83	85
	76	70	72	75	76	77	77	77	78	79
	74	68	70	73	74	75	75	75	76	77

NOTE: Add 10 F when protective clothing is worn and add 10 F when in direct sunlight.
Example: If the Temperature is 98 and the Humidity is 30% it actually feels like 101 degrees.

G. Humidity Index

Humiture F	Danger Category	Injury Threat
Below 60	None	Little or no danger under normal circumstances.
80 – 90	Caution	Fatigue possible if exposure is prolonged and there is physical activity.
90 - 105	Extreme Caution	Heat cramps and exhaustion are possible if exposure is prolonged and there is physical activity.
105 - 130	Danger	Heat cramps and exhaustion are possible if exposure is prolonged and there is physical activity.
Above 130	Extreme Danger	Heat stroke imminent!

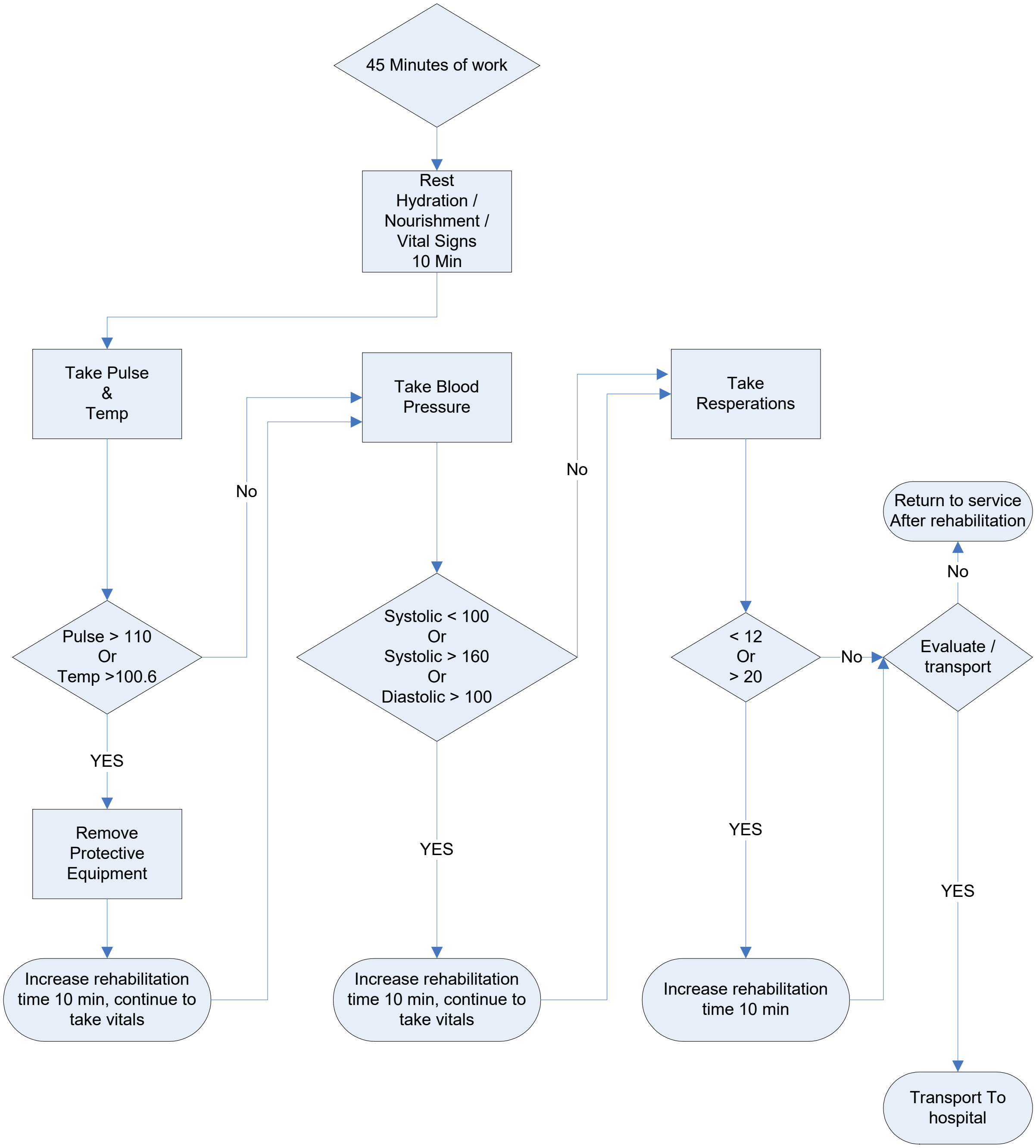
H. Wind Chill Index

Windspeed (mph) \ Temperature F	45	40	35	30	25	20	15	10	5	0	-5	-10	-15
5	43	37	32	27	22	16	11	6	0	-5	-10	-15	-21
10	34	28	22	16	10	3	-3	-9	-15	-22	-27	-34	-40
15	29	23	16	9	2	-5	-11	-18	-25	-31	-38	-45	-51
20	26	19	12	4	-3	-10	-17	-24	-31	-39	-46	-53	-60
25	23	16	8	1	-7	-15	-22	-29	-36	-44	-51	-59	-66
30	21	13	6	-2	-10	-18	-25	-33	-41	-49	-56	-64	-71
35	20	12	4	-4	-12	-20	-27	-35	-43	-52	-58	-67	-75
40	19	11	3	-5	-13	-21	-29	-37	-45	-53	-60	-69	-76
45	18	10	2	-6	-14	-22	-30	-38	-46	-54	-62	-70	-78

I. Wind Chill Danger Levels

Wind Chill Temperature F		**Danger**
A	Above -25 F	Low Danger
B	-25 F / -75	Increased danger, flesh may freeze
C	Below –75 F	Great danger, flesh may freeze within 30 seconds

J. EMS Rehab Procedure



K. Rehab Check In/Check Out Sheet

REHAB SECTOR COMPANY CHECK-IN/OUT SHEET

Crews Operating On the Scene:

____

____

Unit #	Name	Time In	**Time Out**

L. Emergency Incident Rehabilitation Report

Emergency Incident Rehabilitation Report

Incident: ______________________________

Date: __________________________________

Name	Time	Time/# Bottles	BP	Pulse	Resp	Temp	Skin	Taken By	Complains Condition	Transport ?

Proposed SOP Change
07-2013

Proposal:
To amend the Gift Card and Social Eligibility Criteria

Background/Justification:
To clarify and amend based on input and feedback over the last year.

Change (additions are underlined and deletions are ~~stricken~~):
Amend Article IX – Protocols - Section 1 - Social Committee Protocols

1. Eligibility Criteria - For a member to attend any social event, as a member or as a guest of a member, excluding parades, as described below they must meet the following eligibility criteria:
    A. One (1) month prior to each event, the member must be a member in good standing, as defined in Article II, Section 1 of the SOP's, with the following exceptions: ~~a) member does not have to be off probation and b) the required duty tours or hourly commitment is defined in paragraph (C) and (D) below~~
        i. Member does not have to be off probation
        ii. The required duty tours or hourly commitment is defined in paragraphs (D) and (E) below.
        iii. Any time on a Line of Duty MLOA, an approved MLOA with a valid doctors note, an Educational LOA or Military LOA will not be included in the calculation of duty tours or hourly commitment as defined in paragraphs (D) and (E) below.
    B. The member may not have been suspended, or received a temporary suspension, during the six (6) month period preceding the event.
    C. Twenty-Year Exempt Members and Life Members are exempt from the above requirements as per Article III, Sections 5 and 6 of the By-Laws.
    D. One (1) month prior to each event, Operational members must have completed eighteen (18) four (4) hour duty tours or eighteen (18) eight (8) hour overnight duty tours or nine (9) eight (8) hour duty tours if on Alternating Overnight Status during the prior six months. Duty tours include both weekly shifts and each four (4) hour standby. Probationary members will be prorated based on their acceptance date.
    E. One (1) month prior to each event, Administrative members must have completed and submitted to the Chief Dispatcher a total of forty-one (41) hours of duty time during the prior six months. Probationary members will be prorated based on their acceptance date.
    F. The Chief will provide the Board of Directors and the Event Committee Chairperson a listing of members not eligible to attend one month prior to the event. Members not eligible to attend will be notified by the Chief.
    G. The Board of Directors must approve any exception to the above ~~Any exception to the above must be approved by the Board of Directors~~.

Re-letter C-F, to D-G

Amend Article X – Policies, Section 1 – Purchasing Policy, Paragraph A (17) – Miscellaneous Items.

(f) Gift Eligibility – In order to receive a holiday gift card as approved by the Board of Directors annually, a member must fulfill the following requirements:

- i. The member must be a member in good standing as defined in Article II, Section 1 of the SOP's, with the following exceptions: ~~of the hourly commitment, which is defined in paragraph (iii) and (iv) below, as of December 1st.~~
  - a. The hourly commitment, which is defined in paragraph (iv) and (v) below, as of December 1st.
  - b. Any time on a Line of Duty MLOA, an approved MLOA with a valid doctors note, an Educational LOA or Military LOA will not be included in the calculation of duty tours or hourly commitment as defined in paragraphs (iv) and (v) below.
- ii. The member may not have been suspended, or received a temporary suspension, during the twelve (12) month period preceding December 1st.
- iii. Life Members are exempt from the above requirements as per Article III, Section 6 of the By-Laws.
- iv. As of December 1st, Operational members must have completed thirty-six (36) four (4) hour duty tours or thirty-six (36) eight (8) hour overnight duty tours or eighteen (18) eight (8) hour duty tours if on Alternating Overnight Status. Duty tours include both weekly shifts and each four (4) hour standby.
- v. As of December 1st, Administrative members must have completed and submitted to the Chief Dispatcher a total of eighty-two (82) hours of duty time.
- vi. The Chief will provide a list of all eligible and ineligible members to the Board of Directors no later than the 2nd Board meeting in December.
- vii. The Board of Directors must approve any exception to the above. ~~Any exception to the above must be approved by the Board of Directors~~

Re-number ii–vi, to iii-vii

Huntington Community First Aid Squad
2013 Board of Directors Meeting
DATE: December 19, 2013

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Brian Canty (BC)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**ABSENT**
Bernard Poole (BP)	**PRESENT**
Chief Martha Brenner (MB)	**PRESENT**

Guests: Keith Davis, Alyssa Axelrod, Seth Fischer, Dominic Heavey, John Palmieri, Lehti Laas

Meeting called to order at: 19:45 hours

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of December 28, 2012 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Thomas O'Leary to untable the November 14, 2013 minutes.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Bernard Poole to approve the minutes of November 14, 2013 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of November 19, 2013 as amended.
Yes: RS, RF, TO, MB Abstain: BP, BC
MOTION APPROVED

Motion by Robert Franz and seconded by Brian Canty to approve the minutes of December 5, 2013, as amended.
MOTION APPROVED UNANIMOUSLY

Motion by President Roger Winter and seconded by Richard Stone to recess this meeting at 20:10 hours for a continuation of the November 19, 2013 special board of directors meeting re: Re-hearing Jeremy Boehm.
MOTION APPROVED UNANIMOUSLY (BC excused himself and left the room)

The President reconvened the meeting at 20:35 hours.

For disposition of new members see the Secretary's Report.

A vote for five new member physicals was obtained.
4 approved for physicals: Rosalee Friedman, Michelle Marino, Mary Beth Polek and Larry Brown.
Tyler Blasé was returned to the committee for further clarification:
CONSENSUS VOTE APPROVED

Proposals-
Purchase of Replacement Nitronox Field Units
Purchase of ePCR Toughbook Ambulance and Fly Car Mountings
Proposal to purchase replacement controlled substance safes
Purchase of refrigeration units
Stryker Power Pro XT & Power Load Purchase
Invitation List 2013 Installation and Inspection Dinner as Amended
Annual Dues Suffolk County Ambulance Chiefs Association
Contribution to Suffolk County Ambulance Chiefs Association
Host the Suffolk County Ambulance Chiefs Association
NYSVA&RA District 7 Delegate and 1st Alternate to attend the NYSVA&RA Board meetings near Albany, NY
Bond Investment maturing after 2017
SOP-07-2013 untable
SOP-07-2013 table
Holiday Gift cards for Lauren Aviles #1397 and Gerardo Vasquez #1055

Purchase of Replacement Nitronox Field Units
Motion by Brian Canty and seconded by Robert Franz to accept the bid dated December 13, 2013 from Henry Schein for the purchase of six replacement Nitronox Field Units. The price per new unit is $3,750, and we qualify for a trade-in credit of $600 for each of our six obsolete units, for a total purchase price of $18,900. Henry Schein is the exclusive distributor of Nitronox Field Units; sole source letter attached.
Rationale: Nitrous Oxide is an analgesic gas indicated in the treatment of pain when controlled substances are determined inappropriate for the patient. The beneficial role of Nitrous Oxide in patient care was reaffirmed by inclusion in the ALS Formulary for the December 1, 2013 ALS Protocol Rollout. Our existing units are 25+ years old, unreliable, very expensive to repair, cumbersome as to impede use, and in need of replacement.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Purchase of ePCR Toughbook Ambulance and Fly Car Mountings
Motion by Robert Franz and seconded by Brian Canty to accept Bid ITSQ8029 dated December 11, 2013 from Island Tech Services (NYS Contract PT65147) for the purchase of three sets of docking stations, power supplies and mountings for Fly Cars; six sets of docking stations, power

supplies, and mountings for ambulances; plus, installation of mounting equipment on all vehicles. This equipment is necessary for use of our Toughbook CF19s in our vehicles, and is the next step required in preparation for our transition to electronic PCRs. Total purchase price not to exceed $17,000.00 as quoted.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Proposal to purchase replacement controlled substance safes
Motion by Chief Martha Brenner and seconded by Brian Canty to purchase: the following; 6 replacement safes from MedixSafe to be mounted on 2-15-16, 2-15-17 (when it is again in service), 2-15-18, 2-15-19, 2-15-20 (when the new one arrives), and 2-15-21 totaling $11,820.00 ($1,970.00 per safe).

1 replacement safe from MedixSafefor the ALS closet to be used as a repository for controlled substances when a vehicle goes out of service at a cost of $1,595.00.

Fingerprint enrollment fee and the initial 40 R.F.I.D cards have been waived by MedixSafe as well as a wireless router to be mounted in the truck room.

All software is included in the price.

Total cost not to exceed $14,000.00 plus shipping.

A Discount of 10% is offered to HCFAS if payment is received in full at time of order.

Ace has been contacted and is currently creating a quote for installation on 2-15-19. A quote has not been received for installation at this time.
Proliner was contacted and has not responded at this time for a quote for installation on all other units.

Choice of MedixSafe as vendor is due to the better quality of manufacture. MedixSafe uses either a fingerprint or R.F.I.D. card as primary ID then a 4 digit PIN other units do not use biometrics. The new replacement safes have a backlit screen for easy visualization. All safes are connected to our network by WiFi / Ethernet so that all safes can be configured at the same time. This feature allows the controlled substance committee to easily add / remove providers from access. Entry into safes are also easily tracked with this system.

Training, coordination of installation, and future implementation will be carried out by the Second Deputy, Third Deputy, Controlled Substance Committee and ALS Special Projects Committee
HCAD funds
MOTION APPROVED UNANIMOUSLY

Purchase of refrigeration units
Motion by Chief Martha Brenner and seconded by Robert Franz to accept the bid from Boundtree for the purchase of 6 refrigeration units and all necessary equipment for installation

and integration. The cost will not exceed $4,386.00 not including installation. A quote from ACE is still being completed and should be available shortly. Ace will complete the installation for 2-15-19. All other units will be taken to Proliner to be installed so as not to void the warranty. Proliner expects the installation to take 2-3 hours at a cost of $109/ hour.
The refrigeration units are required under the new ALS protocols to chill Normal Saline to 3 degrees Celsius. This chilled normal saline is to be implemented on patients who have a return of spontaneous circulation (ROSC). Using chilled normal saline in ROSC reflects the most up to date research on resuscitation. These new protocols went into effect December 1. As it is now we are in violation of Suffolk County Regional EMS Council guidelines. This measure will make us compliant with these new protocols.
These refrigeration units also provide a place to keep one of the new medications required by Suffolk County. The drug in question (Diltiazem/ Cardizem) must be kept cold at all times or must be replaced monthly.
Installation/ implementation will be coordinated by the Second Deputy Chief, Third Deputy Chief, ALS committee chair, and ALS Special Projects committee chair.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Stryker Power Pro XT & Power Load Purchase
Motion by Brian Canty and seconded by Robert Franz to approve the purchase of two (2) Power Pro XT Cots and three (3) Power Load, power-loading cot fastener systems. See proposal for itemized pricing. A $1 Out End of Term Option: Purchase the equipment for $1.00. The proposed total is $92,641.95. The purchase would be over a three year term with Stryker at no interest for the duration of the contract. The pricing schedule will be 3 annual payments first due net 30 days, $30,880.65. This proposal is subject to final credit, pricing and documentation approval. All legal documents must be signed before equipment can be delivered. All documents must be signed prior to February 28, 2014 and is exclusive of certain taxes and shipping costs.
HCAD funds
Yes: RS, TO, BP, MB, BC Abstain: RF
MOTION APPROVED

Invitation List 2013 Installation and Inspection Dinner as Amended
Motion by Bernard Poole, seconded by Brian Canty to approve the special guest invitation list for the 2014 Installation Dinner, as amended. See attached list.

Supervisor Frank Petrone & Guest	Town of Huntington
Councilman Eugene Cook & Guest	Town of Huntington
Councilman Mark Cuthbertson & Guest	Town of Huntington
Councilwoman Susan Berland & Guest	Town of Huntington
Councilwoman-Elect Tracey Edwards & Guest	Town of Huntington
Town Clerk JoAnn Raia & Guest	Town of Huntington
Highway Superintendent-Elect Peter Gunter & Guest	Town of Huntington
Mayor & Guest	Village of Lloyd Harbor

Chief Charles Flynn & Guest	Lloyd Harbor Police Dept
Inspector Edward Brady & Guest	Suffolk Cty Police Dept. 2nd Pct
Assemblyman Chad Lupinacci & Guest	
Assemblyman Andrew Raia & Guest	
Senator John J. Flannagan & Guest	
Senator Carl Marcellino & Guest	
County Executive Steve Bellone	
Commissioner Joe Williams & Guest	Suffolk County FRES
Gregson Pigott, M.D. & Guest	Medical Director Suffolk County Dept of EMS
Tom Lateulere & Guest	Chief Ed & Training, Suffolk County Dept of EMS
Robert Delagi & Guest	Chief, Pre-Hospital Med Ops, Suffolk County Dept of EMS
Chairman Jane McCormack & Guest	Suffolk County Regional EMS Council
Chairman Anthony LaFerrera & Guest	Suffolk County FRES Commission
Legislator Spencer & Guest	
Legislator Louis D'Amaro & Guest	
Legislator Steve Stern & Guest	
Dr. Sanford Glantz & Guest	
Michael W. Stratemeier, M.D. & Guest	
Mr. Tim Glynn & Guest	
Ms. Jamie McCrae & Guest	
Chief & Guest Cold Spring Harbor Fire Department	
Chief & Guest Halesite Fire Department	
Chief & Guest Huntington Fire Department	
Chief & Guest Huntington Manor Fire Department	
Chief & Guest Melville Fire Department	
Chief & Guest Centerport Fire Department	
Chief & Guest Greenlawn Fire Department	
Chief & Guest Dix Hills Fire Department	
Chief & Guest Commack Fire Department	
Chief & Guest East Northport Department	
Chief & Guest Northport Fire Department	
Chief & Guest Eaton's Neck Fire Department	
Chief & Guest Commack Volunteer Ambulance Corp.	
Vol. Amb	
Chairman & Guest	NYSVARA District 7
Pres. & Guest	TOH Fire Chief Council
Bryan Prosek, President	Suffolk County Ambulance Chiefs Association

MOTION APPROVED UNANIMOUSLY

Annual Dues Suffolk County Ambulance Chiefs Association
Motions by Robert Franz and seconded by Brian Canty to pay the annual dues to Suffolk County Ambulance Chiefs Association in the amount of $100.00.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Contribution to Suffolk County Ambulance Chiefs Association
Motion by Robert Franz and seconded by Richard Stone to make an annual contribution to Suffolk County Ambulance Chiefs Association the amount of $500.00. Documentation on payment rationale will be supplied if needed.
HCFAS funds
Yes: RS, RF, TO, MB No: BC Abstain: BP
MOTION APPROVED

Host the Suffolk County Ambulance Chiefs Association
Motion by Robert Franz and seconded by Brian Canty to host the Suffolk County Ambulance Chiefs Association meeting on Wednesday, June 18, 2014. Dinner is to be provided by HCFAS at a cost not to exceed $250.00. Dinner is to be served at 7:00 PM.
HCAD funds
MOTION APPROVED UNANIMOUSLY

NYSVA&RA District 7 Delegate and 1st Alternate to attend the NYSVA&RA Board meetings near Albany, NY
Motion by Robert Franz and seconded by Brian Canty to authorize and approve NYSVA&RA District 7 Delegate and 1st Alternate to attend the NYSVA&RA Board meetings near Albany, N.Y. on Saturday February 15, 2014 and Sunday February 16th, 2014 (or other alternate dates). Further, to authorize and approve the use of a squad vehicle (with more than one driver) at the discretion of the Chief or mileage reimbursement for one personal vehicle, plus tolls and parking, the reimbursement of hotel accommodations on Saturday, February 15, 2014 at an amount not to exceed a base room rate of $125.00 per person and the reimbursement on February 15 and February 16, 2014 of the GSA per diem rate for Meals and Incidentals (current rate $61.00 per day) less 25% for travel days. The NYS exempt organization sales tax certificates must be obtained from Treasurer and used where applicable. Original receipts must be provided as applicable within 10 days of this event and the Treasurer will provide the BOD an accounting this event at the next Board meeting immediately following the request for reimbursement for the event. Delegate and 1st Alternate is authorized to extend an invitation to other NYSVA&RA delegates, officers or members and other VAS or FD members to ride in an authorized Squad vehicle or personal vehicle to attend this meeting provided there is adequate room to accommodate them. Further, Delegate and 1st alternate are authorized and approved to attend other 2014 quarterly board meeting in accordance with the above and the BOD will be informed in advance of these quarterly meetings.
HCAD funds
Yes: RS, RF No: BC Abstain: MB, BP, TO
MOTION APPROVED

Bond Investment maturing after 2017
Note: The following motion was approved under the Treasurer's Report
Motion by Brian Canty and seconded by Chief Martha Brenner to approve the investment of $375,000.00 in 3 bonds maturing after 2017.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Note: The following motions were made at the end of the meeting
SOP-07-2013 untable
Motion by Brian Canty and seconded by Thomas O'Leary to untable SOP 07-2013
Yes: RS, RF, TO, BP, BC Abstain: MB
MOTION APPROVED to untable

Motion by Thomas O'Leary and seconded by Richard Stone to table SOP 07-2013.
Yes: RS, TO, RW No: BC, RF Abstain: MB (Note: BP not present for the vote)
MOTION APPROVED to table

Holiday Gift cards
Motion by Brian Canty and seconded by Richard Stone to authorize the distribution of a Holiday Gift Card to Lauren Aviles #1397. (The member was eligible to be off probation on 11/22/13)
MOTION APPROVED UNANIMOUSLY

Holiday Gift cards
Motion by Brian Canty and seconded by Richard Stone to authorize the distribution of a Holiday Gift Card to Gerardo Vasquez #1055.
Yes: RS, BC No: MB, RF, TO Abstain: BP
MOTION NOT APPROVED

Treasurer's Report – Brian Canty:
Motion by Brian Canty seconded by Bernard Poole to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:
Dec 05, 2013 to Dec 19, 2013 HCAD 33 Checks Totaling $33,555.57
Dec 05, 2013 to Dec 19, 2013 HCFAS 10 Checks Totaling $12,683.80
Dec 05, 2013 to Dec 19, 2013 EXPLORER POST 1 Checks Totaling $30.96
MOTION APPROVED UNANIMOUSLY

Holiday Parade Advance was received back, but no summary of the event was received.
In closing - it has been my pleasure to be on the Board of Directors for the past 6 years.

I would like to thank those that helped me and wish everyone the best of luck in the coming years.
Brain

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Martha Brenner to approve the following LOA's:

LOA's:	Membership #	From	To	Type	Day
Vanessa Amaya	1182	1/1/14	3/1/14	Operational	Wednesday
Eileen Burns	767	12/23/13	3/23/14	Medical	Sunday
Fernando Rivadeneira	965	12/1/13	3/1/14	Operational	Company 8
Keith Tetrault	995	1/1/14	4/1/14	Educational	Friday
Francine Vasta	1305	1/1/14	4/1/14	Operational	Thursday
Tiffany White	1259	12/4/13	3/4/14	Emergency Medical	Wednesday

MOTION APPROVED UNANIMOUSLY

Probation Ending:

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Lauren Aviles, member #1397, eligible 11/22/13, effective 12/19/13.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Michael Campanelli, member #1396, eligible 12/21/13, effective 12/21/13.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Martha Brenner to grant active membership in accordance with Article III, Section 2 of the By-Laws to Tomoko Hirasawa, member #1404, eligible 12/12/13, effective 12/19/13.

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Returned to Duty:	Membership #	Return Date	From
Gregory Orr	983	9/25/13	Medical
Donna Smith	1193	10/24/13	Operational
Jonathan Stone	1052	12/12/13	Medical

New Members:

Motion by Robert Franz and seconded by Thomas O'Leary to accept Andrew Giusto, effective January 1, 2014 as a new probationary member #1408, Shift: Tuesday 1500 in accordance with Article III, Section 2 of the By-Laws.

MOTION APPROVED **(**Note: RW voted, MB not present to the vote)

Motion by Robert Franz and seconded by Thomas O'Leary to accept Danny Mugavero, effective January 1, 2014 as a new probationary member #1409, Shift: Friday 2300 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, RF, TO, MB No: BP Abstain: BC
MOTION APPROVED

Motion by Robert Franz and seconded by Thomas O'Leary to accept Brian Lemp, effective January 1, 2014 as a new probationary member #1410, Shift: Saturday 0700 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

It was a pleasure to serve as the HCFAS Secretary in 2013. I would like to thank past Secretary & Director Lehti Laas for her assistance in the preparation of the Board of Director's minutes, General Membership minutes, personnel reports & keeping track of member's LOAs on a spreadsheet for the board.

Thanks to Clara Elliot for writing all the letters to the members for LOAs, Return to Duty, off probation and resignations and to Mary Brenner for writing thank you letters for contributions.

Election – The election process went very smoothly thanks to all the advance planning and timely communications. Many thanks to Annette Hershkowitz for supervising the annual election and her committee for all their preparation and hard work to have the election process run so smoothly. Election ballot sign in, Dues Collection, installation dinner invitation & holiday gift card distribution: Clara Elliot, Pete Nakelski, Jerry & Jean Giacomini, Kathy Leonard, Fiona Witkowski, Mary Jane Woznick, Ed Billia Karen Sprague-Wong, Chris Roulo, Gisselle Aguirre, Sue Otto, Claudia Bauer and Lorrie Stone. Vote Counters: Sally Staszak, Pete Nakelski, Joanne Vogel and Chris Roulo. Preparation of the ballot sign in roster: Jim Mallilo. Thanks to Chris Roulo for ordering & coordinating the delivery of the SC Board of Elections voting machine.

LOSAP 2013 Points – Bob Franz
The 2013 LOSAP Point listing posted on the bulletin board is being updated periodically. It is requested that each member review their points and report in writing any discrepancies to the LOSAP point committee. All review trainings must be completed & submitted by December 31, 2013 to be eligible for LOSAP points for 2013. Thank you to Jim Mallilo, Angie Kalodukas, Margaret Cornelius and Chris Roulo for recording and keeping the LOSAP point records.

LOSAP -TOH 2014 Adopted Budget: The TOH budgeted $380,000 for our 2013 LOSAP and this may also reduce the unfunded amount for the 2012 contribution.

Legislation- President Winter and NYSVA&RA District 7 wrote letters to our Federal legislators asking for their support of S.1798 and H.R. 3685 which clarifies that volunteer fire and EMS agencies will not be required to offer health insurance to their volunteers under the Patient Protection and Affordable Care Act (PPACA).
The prospective bill would amend the definition of "employee" under the PPACA to exempt volunteer firefighters and EMTs. The definition to be used for "volunteer" comes from the

Internal Revenue Code and would also include individuals receiving nominal incentives such as: uniforms, property tax waivers, discounted municipal water supply, length of service awards, etc. I have been following this issue for a few months and apparently the IRS would not make a favorable determination, therefore the need to legislate the change. Various national and state Fire and EMS associations are working to resolve this issue.

Renaissance Downtown – Thank you Chief Martha Brenner and President Roger Winter for your presentation at the Town Board hearing on Tuesday, December 10, 2013 (zoning change to add a special use permit for hotels). It was important to get our parking concerns on the public record and the subsequent Long Islander's article made this issue known to town residents.
A link to the Hotel FAQ was emailed to the board and posted on the bulletin board for our members.

Chief's Report – Martha Brenner:
THE UNIFORM CHAIR HAS ABOUT 35 MEMBERS WHO HAVE BEEN FITTED FOR THE WINTER JACKET. THE ORDER HAS BEEN PLACED NO ETA ON DELIVERY AT THIS TIME

HANDSONLY CPR: THEY WILL FINISH UP WHAT HAS BEEN SCHEDULED BUT ARE HOLDING OFF ON ANYTHING ELSE FOR 2013

AS OF TODAY WE ARE DOWN 10 ALS PROVIDERS WHO HAVE NOT CREDENTIALED WITH THE COUNTY ON THE NEW PROTOCOLS. THE LIST WAS SENT TO THE CAPTAINS FOR SCHEDULING

ALL EMT'S AND ABOVE ARE REQUIRED TO COMPLETE THE NEW COUNTY TRAUMA PROTOCOL AT THIS TIME THERE IS 1 MEMBER NOT YET CREDENTIALED AND 2ND DC IS WORKING WITH THEM

ATTORNEY'S LETTER TO ROADRUNNER AND PROLINER HAS BEEN SENT BACK TO ATTORNEY NOTED IT IS FINE AS DRAFTED. I HAVE NOT RECEIVED CONFIRMATION THAT IT HAS BEEN SENT.

NARCOTICS SAFES NEED TO BE REPLACED THE COMMITTEE HAS THE MOTION AT TONIGHTS MEETING

PERSONNEL REPORT TO FOLLOW

YEAR ENDING OPEN ITEMS:
1-SOP FOR SOCIAL ELIGIBILITY IS BEFORE THE BOD. THE TIME FRAMES ON THIS MUST BE CHANGED. I WOULD SUGGEST GOING BACK TWO MONTHS FROM THE DATE OF THE EVENT TO WHAT EVER IS THE FURTHEST 1ST OF THE MONTH THEN COUNTING BACK 12 FULL MONTHS
INSTALLATION: FROM 12/1/?? TO 11/30/??
PICNIC 6/1/?? TO 5/31/??
ETC

THIS WILL ALLOW SUFFICIENT TIME TO EXTRAPOLATE THE DATA AND MAKE ANY CORRECTIONS NEEDED. THIS WILL ALSO IMPACT LESS ON A MEMBER TAKING A 3 MONTH LOA. WITH 12 MONTHS BEING COUNTED AND 75% NEEDED IF THE MEMBER WHO TOOK AN LOA IS SHORT A FEW SHIFTS THEY CAN EASILY BE MADE UP.
THE SOP SHOULD ALSO REQUIRE THE CHIEF OR DESIGNEE TO BEGIN POSTING "ACTUAL" LOSAP HOURS 2 MONTHS PRIOR TO EACH CUT OF SO MEMBERS ARE FULLY INFORMED
2-CHECK OUTS: THIS IS AN ONGOING PROBLEM AND HAS THE POTENTIAL TO LEAD TO MAJOR ISSUES ON A CALL SUCH AS NOT HAVING BACKBOARDS OR NARCAN. THE 2013 OFFICERS ARE WORKING ON A SPREAD SHEET THAT IS TO BE POSTED SHOWING EVERY SHIFT THAT DOES AND DOES NOT COMPLETE A CHECK OUT. I WENT OUT ON A CALL (NOT THE AMBULANCE I HAD BEEN ASSIGNED WHICH HAD BEEN CHECKED OUT) IN AN ICE STORM AND FOUND THERE WERE NO BLANKETS ON BOARD AND THE MAIN O2 WAS EMPTY.
3-WE ARE FAILING ON ALS MOST OF THE TIME. SERIOUS CONSIDERATION MUST BE GIVEN TO PAID ALS.
4-WINTER JACKETS. THE MEMBERS OVERWHELMINGLY VOTED TO SUPPLY THESE JACKETS TO ALL RIDING MEMBERS. THE ISSUE HAS BEEN WHAT TO DO WITH EP GEAR. I SUGGEST THAT THESE ARE TWO DIFFERENT THINGS. A NEW COMMITTEE SHOULD BE FORMED TO DEAL WITH EP GEAR, GETTING IT BACK, RE-ISSUING, KEEP RECORDS (OUR RECORDS ARE GONE) WHILE THE UNIFORM COMMITTEE CAN DEAL WITH WINTER JACKETS. THEY DO NOT SERVE THE SAME PURPOSE.
5-DELIVERY OF 2-15-20. THE INCOMING 3RD DC MUST APPROVE ACCEPTANCE OF THIS RIG. HE HAS BEEN PROVIDED WITH THE INFORMATION BETWEEN THE OUTGOING THIRD, THE VENDORS, MYSELF AND OUR ATTORNEY
IT HAS BEEN AN HONOR SERVING AS CHIEF THIS YEAR. I WISH YOU ALL MUCH SUCCESS IN 2014.

President's Report – Roger Winter:
I would like to thank all the Board of Directors for their work this past year. Thank you Bernard Poole for getting our snow removal contract and floor repair in the ready room. Thank you Brian Canty for your outstanding job as Treasurer. Thank you Chief Martha Brenner for your outstanding year as Chief. Tom O'Leary thank you for your work on the medical and membership committees. Richard Stone thank you for serving as Vice President and coordinating the non-operational member hours and the distribution of the gift cards. Again I would like to thank Bob Franz for going to all those extra meetings, NYSVA&RA and all the Long Island meetings with the various groups. The insurance and LOSAP is an enormous commitment as well as all the duties of the secretary. Thank you Jeff O'Neil and Joseph Denimarck for your participation on the Board of Directors. It was an honor to serve as president with such a fine group of directors.

Director Poole Report:
From: Brian Canty, Special Event Chair
Stephanie Caracciolo, Adult Holiday Party Coordinator

Recap of 2013 Holiday Party

Total Signed Up	183
Guarantee to Caterer	165
Total checked in	152

Liquor	$903.11
Catering	$6,330.00
Decorations	$478.83
Misc	$1,587.95
	$9,299.89
Total Per Person Cost	
No Shows	
Add On's	$56.36
	41
	10
	31

Snow Storm Caused a lot of people not to show up. Received from members totaling 22 guest that could not come.

From: Brian Canty, Special Event Chair
Susanna Otto, Children's Holiday Party Coordinator

Re: Recap of Children's Holiday Party

Recap of 2013 Children's Holiday Party

2013		
Number of Children Signed Up	46	
Number of Children Attending	42	
Total Cost of Gifts	$1,397.73	
Total Cost of Entertainment	$490.00	
Total Cost of Misc/Refreshments	$377.12	
Total Cost	**$2,264.85**	
Cost per Child	**$49.24**	
Reimbursements		
Total Reimbursements	$315.00	9

Old Business: None

New Business: None

Motion by Bernard Poole and seconded by Brian Canty to adjourn the meeting at 22:35 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: December 31, 2013

Amended and approved: January 9, 2014
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2014 Board of Directors Meeting for Election of Executive Officers
December 19, 2013

2014 Board of Directors present with 2013 executive offices listed:

President Roger Winter (RW)	**PRESENT**
Vice President Richard Stone (RS)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Alyssa Axelrod (AA)	**PRESENT**
Joseph Denimarck (JD)	**ABSENT**
Thomas O'Leary (TO)	**PRESENT**
Jeffrey O'Neill (JO)	**ABSENT**
Seth Fischer (SF)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Lehti Laas, Andrea Golinsky, John Palmieri, Dominic Heavey, Martha Brenner, Bernard Poole, Brian Canty, Keith Davis

2013 President Winter chaired the meeting.
2013 Secretary Franz acted as Secretary for the meeting.

Meeting called to order at 19:30 hours.

Voting will be by ballot with Secretary Robert Franz counting the ballots and verified by Vice President Richard Stone.

President Winter opened the floor to nominations for the position of President.
Thomas O'Leary nominates Roger Winter.
President Winter closed nominations after asking for additional nominations three times.
Motion by Richard Stone and seconded by Thomas O'Leary that the Secretary cast 1 ballot in the affirmative.
MOTION APPROVED UNANIMOUSLY

2014 President is Roger Winter.

President Winter opened the floor to nominations for the position of Vice President.
Richard Stone nominates Alyssa Axelrod.
President Winter closed nominations after asking for additional nominations three times.
Motion by Seth Fischer and seconded by Richard Stone that the Secretary cast 1 ballot in the affirmative.
MOTION APPROVED UNANIMOUSLY

2014 Vice President is Alyssa Axelrod.

President Winter opened the floor to nominations for the position of Treasurer.
Thomas O'Leary nominates Richard Stone.
President Winter closed nominations after asking for additional nominations three times.
Motion by Seth Fischer and seconded by Alyssa Axelrod that the Secretary cast 1 ballot in the affirmative.
MOTION APPROVED UNANIMOUSLY

2014 Treasurer is Richard Stone.

President Winter opened the floor to nominations for the position of Secretary.
Thomas O'Leary nominates Robert Franz.
President Winter closed nominations after asking for additional nominations three times.
Motion by Richard Stone and seconded by Thomas O'Leary that the Vice President cast 1 ballot in the affirmative.
MOTION APPROVED UNANIMOUSLY

2014 Secretary is Robert Franz

Motion by Robert Franz and seconded by Richard Stone to destroy the ballots.
MOTION APPROVED UNANIMOUSLY

President Winter gave a brief explanation of how motions are presented at a Board meeting.

It was decided that the 2014 Board of Directors meeting start time will be 19:00 hours and the meetings will be the 2^{nd} and 4^{th} Thursday of each month. Scheduled meetings during the summer will be as needed.

The January Board of Director's meetings will take place on: January 9^{th}, 2014 and January 23^{rd}, 2014.

The February Board of Director's meetings will take place on : February 13th, 2014 and February 27th, 2014.

Motion by Robert Franz and seconded by Alyssa Axelrod to adjourn the meeting at 19:45 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
2013 Recording Secretary

Robert Franz

Robert Franz
2013 Secretary

Draft sent to Board members: December 31, 2013

Amended and approved: January 9, 2014
MOTION APPROVED UNANIMOUSLY