Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: January 8, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Casey Orr, Dale Bartolomeo, Dominic Heavey, Brian Canty, and Lehti Laas (via phone)

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of the 2015 Board of Director's meeting for the election of Officers.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of December 18, 2014 as amended.
MOTION APPROVED UNANIMOUSLY (Note: David Mohr did not vote)

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
Simplex Grinnell Fire and Security System
SCM Annual Maintenance Contract Software and Hardware
Amend EMS High Visibility Responder Jacket Purchase 10/16/14
Un-table Garage Door Replacement of 7 Overhead Door Operators 2014 (Tabled)
Jenna Allsopp #1310 General Meeting Room Use Request

Banking Resolutions with HCFAS's Designated Banks
Motion by Richard Stone and seconded by Robert Franz to authorize and approve the President, Vice President, Secretary and Treasurer to execute the required banking resolutions with HCFAS's designated banks (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 Richard Stone 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 2015 thru December 2015. 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 Thomas Lemp and seconded by Robert Franz 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 or HCFAS). 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 by David Mohr and seconded by Alyssa Axelrod to table the motion.
Yes: DM, AA No: RF, GO Abstain: LV, SF Note: RS out of the room

MOTION NOT APPROVED to table

On the original motion:
Yes: RF, GO, LV, AA, TL, SF Abstain: DM Note: RS was out of the room
MOTION APPROVED

Refreshments Parades / Events
Motion by Chief Thomas Lemp 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
Yes: RS, RF, AA, SF, TL, GO Abstain: LV, DM
MOTION APPROVED

Motions for Consideration Format
Motion by Robert Franz, seconded by 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 of the Board of Directors deem it necessary by 2/3 vote providing proper documentation is distributed seventy-two (72) hours prior to the meeting.
5. All meetings shall adjourn at 10:00 pm unless a motion to extend is approved.
Yes: RF, LV, AA, SF, DM, RS No: TL, GO
MOTION APPROVED

The Not-So-Irish-Band
Motion by Chief Thomas Lemp and seconded by Richard Stone to have Mark Cappola 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 2015 at no cost.
MOTION APPROVED UNANIMOUSLY

Simplex Grinnell Fire and Security System
Motion by Richard Stone, seconded by Seth Fischer to accept the recommendation of Third Deputy Chief Keith Rubenstein and to issue a purchase order for the Tyco Simplex Grinnell Fire and Security System contract for the period of 1/1/2015 – 12/31/2017 (30 day right to cancel) for a total annual cost of $5,927.20. A certificate of insurance with HCFAS named as additional insured and a certificate of workers compensation coverage will be required from Simplex Grinnell.
HCAD funds
MOTION APPROVED UNANIMOUSLY

SCM Annual Maintenance Contract Software and Hardware
Motion by Richard Stone, seconded by Robert Franz to accept the recommendation of Jim Mallilo of the Systems Committee and Richard Stone the Board Liaison to Technology and authorize the Annual Maintenance Contract for SCM Software and Hardware for the period January 1, 2015 through December 31, 2015 at a cost of $8,000 for software maintenance and $975 for hardware maintenance (finger readers). A certificate of insurance with HCFAS named as additional insured and a certificate indicating workers compensation coverage will be requested from the vendor. Please note that there is no increase in the cost for 2015.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Amend EMS High Visibility Responder Jacket Purchase 10/16/14
Motion by Richard Stone and seconded by David Mohr to amend the EMS High Visibility Responder Jacket Purchase motion of 10/16/14 to include the following purchase of 250 Velcro embodied name tags at a cost of $21.00 per tag. The total cost not to exceed $5,250.00
HCAD funds
Yes: LV, AA, SF, DM, RS, TL, GO Abstain: RF
MOTION APPROVED

Original Motion
Motion by Chief Thomas Lemp and seconded by Joseph Denimarck to purchase 250 EMS 5.11 Tactical Men's High Visibility Responder blue/yellow Parka Jackets from Provengo, LLC, Military Procurement & Logistics Management Solutions, 3539 Lawson Blvd. Oceanside, NY 11572. Contact person Peter Leporati, C: 631-639-1887, W: 516-678-7040. The cost of 245 jackets priced at $205.90 for sizes S-2XL per jacket based on lowest bid per the supporting documentation would be $50,445.50. Additionally the cost of 5 jackets priced at $213.90 for sizes 3XL-4XL jacket based on lowest bid per the supporting documentation would be $1.069.50. Delivery will be within 30 days of order if ordered before 11/8/2014. Price includes adding a patch supplied by HCFAS to the left shoulder, a Velcro strip to the right shoulder, 3m silver reflective tape lettering on back – 2 lines (HCFAS/EMS) and all shipping charges. This jacket would not replace the EPG jacket. These jackets provide blood borne pathogens protection. This jacket meets national EMS Safety Visibility Standards ANSI Class 2. Members will be required to have the jacket outer shell or the EPG jacket with them on all calls. All yellow and black jackets must be returned before this new jacket is issued.
HCAD funds

Un-table Garage Door Replacement of 7 Overhead Door Operators 2014
Motion by Richard Stone and seconded by Seth Fischer to untable the Garage Door Replacement of 7 Overhead Door Operators 2014.
MOTION APPROVED UNANIMOUSLY to untable

Original Motion
Garage Door Replacement of 7 Overhead Door Operators 2014.
Motion by Chief Tom Lemp and seconded by ~~Tom O'Leary~~ David Mohr to accept the recommendation of the Third Deputy Chief Keith Rubenstein and authorize and approve President to accept the proposal from Tierney and Courtney, 355 Willis Avenue, Mineola, New York 11501-1849, T: 1-888-823-6677 and issue a purchase order to furnish necessary labor and materials to install replacement drawbars type electric operators on seven (7) overhead doors, install new electric eyes that are compatible for the monitored features of the newer operators. The operators to have #41 drive chain, ¾ HP motor, automatic break and necessary electric reconnection for hard wired controls to the existing push-buttons in the dispatch office. The cost is not to exceed $15,000.00. A certificate of insurance with HCFAS named as additional insured and a certificate of workers compensation coverage will be required from Tierney & Courtney
HCAD funds

Motion by David Mohr and seconded by Gregory Orr to table the motion.
Yes: RF, LV, AA, SF, DM, RS, GO Abstain: TL
MOTION APPROVED to table

Jenna Allsopp #1310 General Meeting Room Use Request
Motion by Robert Franz and seconded by Chief Thomas Lemp to permit Jenna Allsopp #1310 the use of the General Membership Meeting Room in accordance with HCFAS General Meeting Room Use Application and Rules to conduct her son's Baptism party on Sunday, March 1, 2015 from 4:00PM to 8:00PM. Set-up time will be on Saturday 2/28/15 after 5:00PM and cleanup will be on 3/1/15 after the event. A security deposit of $100 has been received. Secretary Robert Franz's permission has been granted after checking the schedule and confirming with President Roger Winter. Food service will provided and served by the caterer's staff. Alcohol (beer & wine) will be served by the caterer's TIPS certified bartender. The caterer will provide the required vendor agreement hold harmless and certificate of insurance including liquor law liability with HCFAS named as additional insured and a workers' compensation certificate. Approval is pending caterer's required documents and security deposit balance. There is an EMT course session that ends at 4PM on Saturday 2/28/15 prior to set up for the event.
MOTION APPROVED UNANIMOUSLY`

Treasurer's Report – Richard Stone:
Motion by Richard Stone seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:
December 18, 2014 – January 8, 2015

HCAD 53 Checks Totaling $98,578.06
HCFAS 5 Checks Totaling $12,059.89
MOTION APPROVED UNANIMOUSLY

Transfers: None

Secretary's Report –Robert Franz:

New Members:
Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Michael Harlan as a new probationary member #1444, Shift: Thursday 0700 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY
Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Stephanie Sawyer as a new probationary member #1445, Shift: Thursday 1900 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY
Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Henry (Hank) Waldron as a new probationary member #1446, Shift: Wednesday 1100 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Michael Capotosto as a new probationary member #1447, Shift: Saturday 1100 in accordance with Article III, Section 2 of the By-Laws.
Yes: LV, AA, SF, DM, RS, TL, GO Abstain: RF
MOTION APPROVED

Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Jasmeet (Jasmine) Talwar as a new probationary member #1448, Shift: Friday 1100 in accordance with Article III, Section 2 of the By-Laws.
Yes: LV, AA, SF, DM, RS, TL, GO Abstain: RF
MOTION APPROVED

Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Kevin Schwartz as a new probationary member #1449, Shift: Wednesday 1100 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of Tiffany White, #1259 as a 2015 Day Captain. Tiffany declined the Day Captain position which she won by 12 write-in votes at the December 8, 2014 annual election.
MOTION APPROVED UNANIMOUSLY

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

Renaissance Downtowns at Huntington Station (RD)
Andrea Golinsky has scheduled a meeting for Tuesday January 13, 2015 at 2PM with RD at their Plainview office to further discuss our parking concerns. Rich Stone is looking into whether the proposed height of the hotel and office building would have any effect on our communications and he will contact Jim Mallilo and if necessary our communications consultant Norcom.

Legislation: NYS legislative bill (S7084 A8991) section 2 amends the VAW Benefit Law to address VAWBL coverage for volunteers who provide emergency services in NYS before an officer in command arrives on an accident scene which is located in an area other than the volunteer's own Squad's jurisdiction. Each Squad would have to opt-in by adopting resolutions to grant coverage to their members. This was signed into law Chapter 496 on 12/17/14 and is effective 180 days from that date.

2015 / 2016 Volunteer Ambulance Workers (VAWs) 10% Property Tax Exemption Application Forms – I will be distributing applications to new 5 year eligible members and to new 20 year eligible members. I will also be renewing the current 5 year exemptions (66) and 20 year exemptions (52). A notice was put in the January Pulse, posted on the bulletin board and will be mentioned at the January GMM.

NYS Income Tax Claim for Volunteer Ambulance Workers (VAWs) $200 refundable Credit for 2014-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 and copies are on top of the mail folder cabinet.

NYSIF VAWBL 2014 Audit

I am in process of completing the 2014 NYSIF audit report and do not anticipate any premium change for 2014.

Thank you letters

Thank you letters were sent for Holiday donations of food, cookies etc. for the crews that I became aware of via notes in my mail box.

Special Election – Post card notification has been mailed to all eligible members for the January 12, 2015 Special Election for Saturday Day Captain. Article was also put in the Pulse and posted on the bulletin board. Nominations for the position will be taken at the meeting. Absentee ballots will not be distributed prior to the meeting unless the Secretary is informed of a potential nominee for that office or a ballot is specifically requested by an eligible member.
Tiffany White declined / resigned the position of Day Captain which she won by 12 write-in votes at the December 2014 General Election.

Insurance – SC Risk Management requested that the members who were on an echo call be interviewed by their insurance carrier's claims investigator. HCFAS had previously notified SC upon receipt of an attorney's PCR copy request letter that he represented the infant's estate with regard to personal injuries and wrongful death. The squad's attorney said we should notify SC in accordance with the ambulance services agreement. The interviews will take place on January 12th and 14th as agreed upon by the members.

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 12/10/14. The next meeting will be on Wednesday, January 14th at 1900.

- **<u>Personnel Report</u>**- Report dated December 10th issued by the 1st deputy and given to the secretary.
- **<u>Status for 2014</u>**- Total call Year-To-Date is 5596 with 91-24's. We finished with a 24/call rate at 1.63%. Thanks to all
- **<u>Building</u>**-
    - No follow-up with the third deputy
- **<u>Vehicle Status</u>**-
    - Registration stickers were placed on all vehicles
- **<u>Safes- NO Change</u>**
    - We have found problems with the safes that were installed in the rigs. The company MedixSafe has a defect in the safes where the pin is not locking the safes properly. They have acknowledged the problem and will replace and install all new safes. Safes have arrived, missing one, will start installation soon. We have talked with the vendor and decided to go with the smaller safes. Installation will begin in the beginning of the year.
- **<u>Committee List</u>**- I sat down with Alyssa on January 7th and went over draft. There are some things we need to look into and should have final draft by next BOD meeting. Thanks to Alyssa and Chrissy for all their hard work.
- **<u>Medical</u>-** We have received our Medication Authorization Prescription form for calendar year 2015.
- **<u>Correspondence</u>**-
    - Standby for Sayville ambulance January 3rd.
    - Chief's council meeting Cold Spring harbor- Jan 26th.
    - Received a thank-you letter and a donation for $5000 for our outstanding work on the fall festival.
    - Last call for the TOH Reimbursement Grant

President's Report – Roger Winter:
I have approached Keith Tamayo about the Chair of the New Vehicle Committee. He has experience with the purchase of fly cars, and ambulances. I think he would be an excellent addition to the new vehicle committee.

<u>Committee List for 2015</u> –Alyssa is working on the list. The old list is posted let us know what changes are to be made. As always this list is fluid and changes.

<u>ID Badge System</u> – All cards were produced if a picture was available. We need about 10 new and old member photos to be taken.

<u>Fund Drive</u> – Dear Roger, This is the final contribution comparison as of 12/30/14.
12/31/13 2338 donations $82,410.
12/30/14 2161 donations $78,382.
Thanks, Mary & Pete

<u>MC Alliance project</u>: I have not received a simpler report from Lou Savarese regarding the previous report sent. A request has been made for information fuel and electric so a report can be generated.

<u>Explorer Post 215 :</u> The Post has been having training sessions and meetings. I will give you a list of all advisors.

Vice President Axelrod Report:
Updated committee list discussed.

Richard Stone left the meeting at 2110 hours.

Director Fischer Report:
I made some revisions based on feedback, please review, and let me know your thoughts. You'll find I added the word "alcohol". It was also mentioned that I should remove the "8 hours" reference, as it may read to some that we are condoning the use of drugs. I think we need a consensus on that one.
Also, regarding drugs, many departments have verbiage that clearly defines prescription drugs versus recreational drugs, do we think that is necessary?
Use of Intoxicants and Drugs:
The use of any material satisfying the definition of drugs or alcohol is strictly forbidden eight (8) hours prior to shift, responding to calls, or operating or riding in any HCFAS vehicle. It is also strictly forbidden to report for shift, operate or ride in any HCFAS vehicle, or respond to calls if any substance (drugs or alcohol) satisfying this definition was used more than eight (8) hours prior and the effects are still seen. Any violation of this subsection shall result in the immediate suspension and subsequent dismissal of such member. Any motor vehicle accident while on duty at HCFAS, will require testing at a squad approved medical center No lesser actions are permissible as punishment.

Director Villamide-Herrera:
Plans for 2015 funding opportunities and the Grant Committee

1) January – March 2015
    - a) Grant writer presentations: Plans to invite Grant Guys and at least one to two more vendors to give presentations at BOD meetings.
    - b) Discussion of possible FY2016 FEMA AFG grant request avenues to pursue such as
        - i) Regional application: involving two more organizations for a shared-used MCI vehicle
            - (1) Could partner with non-EMS agencies such as fire
            - (2) Could partner with EMS-affiliated agencies (non Fire or Fire/EMS)
        - ii) Standard equipment/ vehicle proposal
        - iii) Micro-grant proposal for small amount (under $25K)
    - c) FEMA FY 2015 application awardees information will be released
    - d) Short prioritized list of needs/wants for the applications developed
2) March – April 2015
    - a) If plans to hire a grant writing firm for FY2016 FEMA AFG applications are pursued, a grant writing firm will be selected based upon selected criteria (criteria TBD) after bids are requested
    - b) If a regional proposal is being pursued, partner agencies will be assessed, selected, and recruited
    - c) Firm contracted and target proposals targeted
3) April – November 2015
    - a) Application requirements confirmed (active DUNS number, SAM registration, re-registration with NYS HHS, etc…)

   b) Application preparation process begins
4) November – December 2015
   a) FY2016 FEMA AFG proposals finalized and submitted

It goes without saying that this process is an ideal contingent upon having a shared plan of action developed by the operational and BOD officers. The decision points along the timeline will decide if and when the process moves forward. In any event, there should be a clear hard stop after which pursuing a funding opportunity would be ill-advised. I would suggest this hard stop be August-September 2015 to avoid last minutes proposals.
All along, smaller privates opportunities will be researched to see if there are less complicated proposals the Grant Committee can submit without needing a professional writing team (similar to last year's NEMA). Again, all this would be contingent upon BOD approval.

Suggestions were received. The Operational Officers should list what HCFAS needs and the possibility of doing a regional grant for a Major Emergency Response Vehicle (MERV) unit.

Old Business: None

New Business: None

Motion by David Mohr and seconded by Seth Fischer to adjourn the meeting at 2200 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 20, 2015

Amended and approved: January 22, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: January 22, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**ABSENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Elizabeth Mohr, Dominic Heavey, Bernard Poole, John Palmieri, James Malillo, Casey Orr, Brian Canty, Sally Staszak, Lehti Laas, and Fernando Rivadiniera (via phone)

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of January 8, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Director Mohr entered the meeting at 1906 hours.

Proposals-
Un-table Garage Door Replacement of 7 Overhead Door Operators 2014
FIRE, Rescue and EMS Mega Show 2015
A.J. Szigethy Course/Seminar Reimbursement
Super Bowl Sunday
Disc Jockey Installation & Inspection Dinner 2015
Bond Investment
Dress Drive Collection
Opposition Letter on Proposed Changes to Part 800

Un-table Garage Door Replacement of 7 Overhead Door Operators 2014
Motion by Richard Stone and seconded by David Mohr to untable the Garage Door Replacement of 7 Overhead Door Operators 2014.
MOTION APPROVED UNANIMOUSLY

Original Motion

Garage Door Replacement of 7 Overhead Door Operators 2014.

Motion by Chief Thomas Lemp and seconded by David Mohr to accept the recommendation of the Third Deputy Chief Keith Rubenstein and authorize and approve President to accept the proposal from Tierney and Courtney, 355 Willis Avenue, Mineola, New York 11501-1849, T: 1-888-823-6677 and issue a purchase order to furnish necessary labor and materials to install replacement drawbars type electric operators on seven (7) overhead doors, install new electric eyes that are compatible for the monitored features of the newer operators. The operators to have #41 drive chain, ¾ HP motor, automatic break and necessary electric reconnection for hard wired controls to the existing push-buttons in the dispatch office. The cost is not to exceed $15,000.00. A certificate of insurance with HCFAS named as additional insured and a certificate of workers compensation coverage will be required from Tierney & Courtney

HCAD funds

Motion by David Mohr and seconded by Chief Thomas Lemp to move the motion.

Yes: RS, RF, DM, TL, GO, LV Abstain: AA

MOTION APPROVED

On the original motion:

MOTION APPROVED UNANIMOUSLY

FIRE, Rescue and EMS Mega Show 2015

Motion by Chief Thomas Lemp and seconded by David Mohr to approve the payment of the discounted admission fee and parking fee for any active member or inactive life member attending the FIRE, Rescue and EMS Mega Show on Saturday, February 21st, 2015 and Sunday, February 22nd, 2015 at the Nassau Coliseum 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 the LI 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 by David Mohr and seconded by Chief Thomas Lemp to amend and remove from the motion titled "FIRE, Rescue and EMS Mega Show 2015": "Mileage will not be reimbursed." And add "Members must use 2-15-88 and 89, if neither is available, mileage will be reimbursed at an amount not to exceed $15 per person. The parking fee receipt will serve as proof of travel"

Yes: DM, LV, TL No: AA, GO, RS, RF

MOTION NOT APPROVED to amend

On the original motion:

MOTION APPROVED UNANIMOUSLY

A.J. Szigethy Course/Seminar Reimbursement
Motion by Chief Thomas Lemp seconded by Robert Franz to pay A.J Szigethy member #724 the sum of **$456.72** for course/seminar reimbursement for his ALS CME recertification which was taken from 2011 through 2014:

- Hampton Bay Ambulance- eight (8) classes, round trip distance 111.2 miles @.40 per mile times 8 classes. **Total $355.84**
- Peconic Bay Medical Center- one (1) class, round trip distance 97.4 miles @ .40 per mile. **Total $38.96**
- Deer Park FD- One (1) class, round trip distance 23.4 miles @ .40 per mile. **Total $9.36**
- SCEMS Yaphank- One (1) class, round trip distance 68.2 miles @ .40 per mile. **Total $27.28**
- Commack Ambulance- Four (4) classes, round trip distance 15.8 miles @ .40 per mile times 4 classes. **Total $25.28**

HCAD funds
Yes: RS, RF, DM, LV, TL, AA Abstain: GO
MOTION APPROVED

Super Bowl Sunday
Motion by Chief Thomas Lemp and seconded by Robert Franz to authorize an expenditure of up to $300 for the purchase of food for Super Bowl Sunday, February 1st, 2015. An email invite will go out to the membership. Chief Lemp will submit to the Treasurer an accounting of the expenditures including all original receipts within 10 days of the event.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Disc Jockey Installation & Inspection Dinner 2015
Motion by Gregory Orr and seconded by David Mohr to accept the recommendation of the Special Event Committee Chairperson Brian Canty and to accept the bid of High Voltage Entertainment, Commack, NY and enter into an agreement/purchase order for their services as the DJ for the 2015 Installation and Inspection Dinner on 2/28/2015 from 6:00PM to 12:00AM at a cost not to exceed $ 1,400.00. The HCFAS cancellation policy will be part of contractual agreement.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

Fernando Rivadeneira, C.F.A., member #965, gave a presentation to the Board of Directior's via phone on the proposal to purchase bonds with HCFAS funds from 1932 hours – 2000 hours.

Bond Investment
Motion by Richard Stone and seconded by David Mohr to accept the recommendation of Fernando Rivadeneira and approve the investment of approximately $600,000 from HCFAS funds into the attached bonds with TD Ameritrade These bonds will mature as per the proposal and be insured by SIPC. In addition, the Budget and Finance committee will ask that TD Ameritrade review the account with us quarterly or if there are any negative issues with any of the investments.

HCFAS funds
MOTION APPROVED UNANIMOUSLY

Dress Drive Collection
Motion by David Mohr and seconded by Robert Franz to authorize Pam Brenner and Martha Brenner to conduct a dress drive to collect gently used formal dresses that will be donated to ":Long Island Volunteer Center. Long Island Volunteer Center distributes the dresses to young woman of limited means at prom time.
Announcements will be sent out via our blast email system, signs will be posted and the dresses will be collected during the February, and possibly the March GMM as well as at times agreed to between donors and the coordinators. The dresses will be stored in the board room closet. The coordinators will handle taking the dresses to the Long Island Volunteer Center distribution point.
MOTION APPROVED UNANIMOUSLY

Note: the following motion was approved under the Secretary's report
Opposition Letter on Proposed Changes to Part 800
Motion by David Mohr and seconded by Chief Thomas Lemp to authorize the President and Secretary to draft a letter in opposition to the proposed changes to Part 800.
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:
Motion by Richard Stone seconded by Chief Thomas Lemp to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:
January 8, 2015 –January 22, 2015

Attached are the CDJ's for HCAD/HCFAS. Please note 3 additional checks that were dated 12/31/2014 for HCAD

HCAD 21 Checks Totaling $27,167.55 as per CDJ Report. Plus Ck#6131 Glynn Mercep & Purcell Dated 12/31/14 $4,288.81, Ck#6138 Moore Medical Corp. Dated 12/31/14 $7,707.12, and Ck#6141 Simplex Grinnell $5,927.20. Posting expenses in 2014. Total Checks 24 Totaling $45,395.62 after a correction of $304.94 capital one disbursement from HCFAS to HCAD.

HCFAS 6 Checks Totaling $8,838.52
MOTION APPROVED UNANIMOUSLY

Transfers:
Transfer 1/14/15 From 1053-D to 1054-D $200,000.00 (savings to checking)
Transfer 1/14/15 From 1057-F to 1054-D $70.85 Check drawn on Incorrect acct. Check # 6112 Payee Annette Hershkowitz 12/30/14 (HCFAS checking to HCAD checking).

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

Last	First	Membership #	LOA Type	Dates
Amaya	Vanessa	1182	Extended	12/7/14 – 6/7/15

			Educational	
Brumm	Patricia	1117	Operational	1/26/15 – 2/23/15
D’Antonio	Thomas	1006	Medical	1/6/15 – 4/7/15
Gabriel	Rodriguens	1224	Educational	1/19/15 – 6/4/15
Lau	Allison	1226	Educational	1/26/15 – 5/15/15
Ladd	Jennifer	1267	Operational	12/22/14 – 3/22/15
Lupo	James	959	Operational	11/27/14 – 2/19/15
Newman	Spencer	1082	Extended Medical	1/1/15 – 3/1/15
Orlando	Philip	706	Medical	11/1/14 – 1/1/15
Przybylski	Kristen	1373	Medical	12/24/14 – 3/24/15
Rudden	Kyle	1288	Operational	1/10/15 – 4/10/15
Schaffert	Emily	1248	Educational	1/14/15 – 5/17/15
Terenzi	Paul	1094	Medical	12/12/14 – 3/18/15
Valentin	Maria (Del Carmen)	1355	Educational	1/20/15 – 8/30/15
Woznick	Mary Jane	769	Operational	11/17/14 – 2/17/15

MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Allison Aievoli, member #1433, eligible 1/6/15, effective 1/22/15.
MOTION APPROVED UNANIMOUSLY (Note: Director Villamide-Herrera out of the room)

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Joan Florio, member #1431, eligible 1/10/15, effective 1/22/15.
MOTION APPROVED UNANIMOUSLY (Note: Director Villamide-Herrera out of the room)

Return to Duty:

Name	Membership #	RTD Date	Note
Anastos, Melissa	1309	12/26/14	
Corkett, Carolyn	1374	1/9/15	
Cortes, Israel	1174	1/2/15	
Ganley, James	1371	1/12/15	From a Medical
Grimadeau, Venel	1298	1/9/15	
Klotsche, Alexander	1363	12/28/14	
Ladd, Jennifer	1267	11/17/14	
Lau, Allison	1226	12/28/14	
Mohr, David	748	12/30/14	From a Medical, Dispatch Only
Orlando, Philip	706	10/20/14	From a Medical, Dispatch Only
Orlando, Philip	706	1/2/15	From a Medical
Schramm, Maryann	595	1/7/15	
Sisinni, Mary	962	1/3/15	
Terenzi, Paul	1094	1/21/15	From a Medical
Valentine, Maria	1355	12/31/14	

(Del Carmen)			
Vasquez, Gerardo	1055	12/24/14	

New Members:
Motion by Robert Franz and seconded by Chief Thomas Lemp to accept Vanessa Gallego as a new probationary member #1450, Shift: Monday 1500 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept William McGlone as a new probationary member #1451, Shift: Saturday 1500 in accordance with Article III, Section 2 of the By-Laws.
Yes: RS, DM, GO, LV, TL, AA No: RF
MOTION APPROVED

Resignations:
Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of probationary member Randy Kromol, member #1419, effective 11/23/14.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of Donna Smith, member #1193, effective 1/1/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of Kristin Tiersch, member #1333, effective 1/15/15.
MOTION APPROVED UNANIMOUSLY

Insurance – MVA
- On Sunday 1/11/15 vehicle 2-15-20 was struck on the right front end by another vehicle. The other vehicle had damage to the driver's left side passenger door. An estimate of the damages to our vehicle by our insurance carrier is approximately $2,000. The SCPD MVA report indicates that our driver's inattention/distraction as an apparent contributing factor.
- On Saturday 1/17/15 vehicle 2-15-17 was struck on the driver's left front end by a DHFD vehicle at the HH emergency department parking area. Our vehicle damage is a cracked plastic bumper. I was informed by Third Deputy Chief Keith Rubenstein that DHFD will pay for the damages after the vehicle is fixed by Proliner.

Personnel – VAWBL
While on a call on January 6, 2015, a member slipped on some ice in a driveway which caused damage to his knee. A claim has been filed with the NYSIF. The member was put on an emergency LOA by the First Deputy Chief.

Suffolk REMSCO Meeting January 13, 2015
There were no handouts for this meeting since Bob DeLagi and Tom Lateulere were attending the SEMSCO/SEMAC meetings in Albany. Copies of the agenda have been given the President and Chief.
The meeting was rather uneventful except for the several CPR Life Saving Awards presented to various agencies. Each recipient group in attendance gave a synopsis of the call before a packed audience of their peers and each participant in the call received a REMSCO certificate and Life Saver pin.
The Best Practices conference is still in the planning stages. It will cover topics such as Leadership.
REMSCO approved $500 for refreshments for a 2/7/15 Instructor Update; $750 to fund one web/phone connection to lHl 5 part series on Improving Prehospital Emergency Care; $800 for 500 Life Saver pins; $1,500 for 2nd Annual REMSCO Cook Off Contest and a letter of support for the ePCR (agency control of data - switch from county server to cloud base, use of tablets and other modifications based on agency feedback such as assignment of crew).
There are several constituency memberships coming up for renewal. The ARC has indicated that they did not desire to continue as a member of the council since their direct interaction is with SCEMS/FRES. Ed Stapleton of SBUH is retiring and Bruce Blower is still recovering from medical issues. The Nassau-Suffolk Hospital Council is interested in a seat on REMSCO. AARP may be interested. The Nominating committee will make a report at the next meeting.
Chain of Survival Hands Only CPR – Riverhead VAC (approximately 15 individuals) covered 1,000 RHS students in grades 9 to 12 over two days (gym classes).
Chain of Survival Hands Only CPR – Riverhead VAC covered 1,000 RHS students in grades 9 to 12 over two days.
EMS Staff report: EBOLA preparedness training is continuing (see website); Clinical Laboratory Multi-Site Registration Renewal 4/19/15; Class 3C Controlled Substances License Deadline for paperwork submission is 3/1/15; NYS DOH BEMTS policy regarding lettering of DOH certified vehicles.
Rapid Sequence Intubation pilot is continuing.
The next REMAC meeting is January 27, 2015 and the next REMSCO meeting is March 10, 2015.

SEMAC / SEMSCO – meeting was January 13-14, 2015. When Michael McEvoy's or other notes from the meeting become available they will be distributed. I understand that the pending May 1st mandate to obtain narcotics or go BLS has been overturned (Nassau County appealed that it must be a regulation not SEMAC/SEMSCO authority).

2015 / 2016 VAW 10% Property Tax Exemption Application Forms – All application forms are being distributed to new 5 year eligible members. Some completed forms were received and another notice will be put in February pulse. Notice is also on the bulletin board with the application.

NYS Income Tax Claim for Volunteer Ambulance Workers $200 refundable Credit for 2014-A notice will be repeated in the February Pulse. NYS tax form IT-245 with instructions is posted on the bulletin board and copies are available on the mail folder counter.

SC Recruitment Meeting January 21, 2015 – The Safer Grant has been extended for six months through April 1, 2015 and SC has issued a RFP for media buys for the next two months in order to use the remaining $90,000 of available funds. Suffolk's social media sites continue to show increases in the last two months. The next meeting is scheduled for Wednesday March 28, 2015 at the FRES Library in Yaphank.

MEDCOM Call Statistics – The December 31, 2014 MEDCOM Call Statistics were received and distributed to the President, Chief and Chief Dispatcher.

From: **Andrea Golinsky**
Re: **Meeting with Renaissance Downtowns - January 13, 2015**

Meeting with Renaissance Downtowns - January 13, 2015 – Andrea Golinsky

In attendance:
Ryan Porter, Vice-president of development- Renaissance Downtowns
Bob Franz-Secretary, Board of Directors – Huntington Community First Aid Squad
Andrea Golinsky- Huntington Community First Aid Squad
Mark C. Evans Town Planning Partnership LLC- phone conference
The spreadsheet which represented our parking needs was discussed. The spreadsheet was based on information provided to Renaissance Downtowns by HCFAS at our last meeting. Activities were given priority values as follows:
Priority 1 – operations
Priority 2 – meetings and trainings
Priority 3 – community & social events
1262 of our events could be satisfied using our parking lot and 50 additional space at the office building site.
25 events would require additional parking spaces.
There would be 50 "reserved shared" parking spaces in the ground level garage. The idea is that at the time we would need the spaces the commuters would be gone. There would be other spaces available for parking which would not be designated as reserved.
The 100,000 sq. foot office building would have 5 parking levels. They are described as follows with their capacities (B is below ground level, L is ground level)
B-3 96 spaces
B-2 232 spaces
B-1 84 spaces
L-1 83 spaces
L- 72 spaces
This represents a total of 567 spaces
All B levels would be below the ground level of HCFAS, L levels would be even with HCFAS.
There is to be a 5 foot buffer between the office building parking and our exit driveway which would be landscaped.
Complete environmental study documents are to be submitted to the Town of Huntington by the end of January or beginning of February after which there will be a public hearing scheduled by the TOH, probably in April.

District 7 Delegate Report - Andrea Golinsky

Last fall the Governor's Office proposed changes to Part 800 (EMS Service of Title 10) which contains the Official Codes of Rules and Regulations of the State of New York. There were several parts that did not make sense and the Association asked its members to send their concerns to the Governor's Office. Many did and it resulted in revisions being made. If there are any comments they can be sent to the Governor's Office and please copy President Mastrianni at president@nysvara.org. There is an open comment period (30 days) but any comments should be sent ASAP.

In October 2013 SEMAC passed a resolution mandating that all ALS agencies must become licensed and carry narcotics by May 2015 if they wished to retain their certification. That mandate was challenged and was found to be unenforceable. Because a license is required it must be a regulation instead of a resolution or policy statement. SEMSCO approved supporting the Office of Primary Care and Health Systems management (OPCHSM) in developing the regulation. This is a lengthy 6 step process. It was brought out that if your region has a narcotic policy in place you are to follow such.

Several protocols were approved including:

BLS use of single lumen supra-glottic airway for cardiac arrest

BLS use of CPAP

ALS Formulary without specifying dose and route for each medication. This would allo for changes and regional differences.

The new spinal immobilization protocol changes were approved but are not to be implemented yet due to the need for training.

Any protocol that has been approved by SEMAC for a region can be used by any other region as long as they notify SEMAC. This avoids time consuming steps to get a protocol approved.

President Mike Mastrianni has had meetings with Assemblyman Gottfried's office and as of now his Chief of Staff reports that he has not received any notification that there are any EMS issues in the Governor's budget which was due yesterday.

The NYSVARA Legislative Committee had met and is in the process of developing the 2015 Legislative Agenda. The new agenda will be discussed at the Feb. E-board meeting. Our Legislative Day in Albany will be announced.

When the Legislature reconvenes, it is a new session. All bills have to be re-introduced. If there are any issues that you would like the committee to consider, send them to legislative@nysvara.org.

The next E-Board meeting is scheduled for Feb. 14th at the Crowne Plaza Hotel in Ramapo. If there are any issues, questions or comments that you would like me to present please email me at andreagolinsky@gmail.com

Huntington Opportunity Resource Center Meeting January 22, 2015 - Andrea Golinsky

On Councilwoman Tracey Edwards invite, I will be attending this kickoff meeting this evening to review the strategy for the center and formation of an Huntington Opportunity Leadership Council from various community institutions, organizations and stakeholders.

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 01/14/15. The next meeting will be on Wednesday, January 28th at 1900.
- **Personnel Report**- Report dated January 15th was issued by the 1st deputy and given to the secretary.
- **Status for 2014**- Total call Year-To-Date is 5596 with 91-24's. We finished with a 24/call rate at 1.63%. Current for January'2015 calls 371 with 5- 24's making the 24/call rate at 1.35%
- **Building**-
  - Getting quotes for new recliners- a sample is down in the ready room. We are having members tried out the recliner and giving us an evaluation.
  - The mouse is back-The exterminator put down traps to catch it. Please remind members to seal all food and close doors.
  - Traditional has fixed the heating problem in the meeting room.
  - Garage doors motion to be voted on today
  - Vendor will be coming in tomorrow to fix the leak in the dispatcher office.
- **Vehicle Status**-
  - 2-15-20- Going to Proliner on Monday to fix the front bumper. Dix Hills was backing up at the hospital and hit our front bumper. They will absorb the cost.
  - 2-15-17-Striker was call to repair the pram loader. Repairs were completed yesterday.
  - 2-15-88- Please keep the vehicle plugged in by south 5.
- **Safes- NO Change**
  - We have found problems with the safes that were installed in the rigs. The company MedixSafe has a defect in the safes where the pin is not locking the safes properly. They have acknowledged the problem and will replace and install all new safes. Safes have arrived, missing one, will start installation soon. We have talked with the vendor and decided to go with the smaller safes. Installation will begin in the beginning of the year.
- **Committee List**-
  - Was posted down stairs in the ready room. Minor updates are still needed.
- **Medical-**
  - We have received our Medication Authorization Prescription form for calendar year 2015.
  - January Training is posted on line.
- **Welcome-**
  - Captain Bob Loysch to Saturdays.
- **Chiefs Rotation Program**
  - Has been posted in the dispatcher office. The dispatcher will also call the captain of the day.
- **Jackets-**
  - Jamie and the vendor both confirmed that we received 200 jackets. I have inventory what we have and the results are as follows: Issued 122 jackets, 54 in closet- total176 jackets. 24 jackets are unaccounted for.
- **Correspondence**-
  - Standby for Sayville ambulance January 3rd.

- Huntington High school talk on drugs- January 21st
- Sharyn Cullen's BLS skills- KED- January 21st.
- Chief's council meeting Cold Spring harbor- Jan 26th.

Letters of Intent:
Elizabeth Smith #929 Sent 1/21/15
John Maier #886 Sent 1/21/15

Status Changes:

1416	Marino	Michele	Monday	1100/1500	Observer		01/14/2015.As per 2-15-52
1426	Cortes	Stephani	Friday	0700/1100	FA	Observer	01/14/2015 As per 2-15-56
1409	Mugavero	Daniel	Wednesday	2300/0700	CL/DR	FA/ACLS	01/15/2015 As per 2-15-54

Shift Changes:

Number	Last	First	To		From	Shift	Effective	Comments
1373	Bazeel	Walters	Tuesday	1700	Co.8	NA	10/14/2014	Have SC Paper work as of 10/01/2014
919	Gabriel	Anne	Friday	1900	Saturday	1100	10/01/2014	Have SC Paper work as of 10/01/2014
1395	Campanelli	Michael	Friday	1900	Friday	2300	10/10/2014	Have SC Paper work as of 10/10/2014
1043	Cruz	Tony	Tuesday	0700	Friday	0700	12/12/2014	
1397	Aviles	Lauren	Sunday	0700	Saturday	0700	01/14/2014	
1421	Gau	Justin	CO 8.Prob	NA	Friday	2300	01/09/2015	Report/Meeting March 11,2015
1374	Corkett	Carolyn	CO 8 Prob	NA	Saturday	2300	01/09/2015	Report/Meeting March 11, 2015
1346	Epstein	Maxine	CO 8	NA	Tuesday	1100	01/09/2015	Have report/Letter/SC Request

-Director Mohr will assist the Chief in reconciling the number of jackets purchased vs distribution & stock.
-An updated phone list was handed out for review and changes.
-A Company 8 report was given to the Board and discussed with suggestions for more information.

President's Report – Roger Winter:
Committee List for 2015 –The final committee list for 2014 will be reviewed and submitted to the LOSAP committee for assignments of points.

ID Badge System – All cards were produced if a picture was available. We need about 10 new and old member photos to be taken.

Fund Drive –
2014 Fund Drive Expenses
Total Donations $78,382.00
Total Expenses $10,163.27
Net: $ 68,218.73

Expenses include ZacMel Printing and development, Postage, P.O Box rental, Hicksville PO fees.
We are in the process of redesigning the brochure to lower the cost. I have asked Alyssa and DKC for some suggestions for the Hands Only spot on the card.

MC Alliance project: A meeting is scheduled with M.C. Alliance, the officer corps, Richard Stone and Roger Winter to discuss the energy project. .

Explorer Post 215 : The Post has been having training sessions and meetings. I will give you a list of all advisors.

Vice President Axelrod:
Just a heads up on our most recent update with the study. As we discussed at the last BOD meeting in December, it was asked that we work on providing a report that reflected our actual response times rather than delta times (changes from time of alarm) as we provided to the consultants in the initial report. Jim Malillo worked with Alan over at SCM and it appears that we now have a report that will provide response time data in the requested format. This weekend, Jim send me a sample of the data; the first 100 calls of 2013. I have asked Tim Glynn to send over to the consultant, and I've asked that they confirm that this data, in conjunction with the initial data set that we provided, is sufficient for their report. Once I hear back, hopefully soon and in the affirmative, I will prepare to send over the full set of data. And from there, we should be able to begin pushing this along to completion.

Fwd: HCFAS Response Times, Sample Report with Actual Times

Director Mohr:
-Received 60 questions on Paramedic Proposal and a revision is in process from comments received.
-Exit Committee will be Claire Tesoriero and Gail Glister.

Director Villamide-Herrera:
Drug Policy -- Electronic Code of Federal Regulations Re: Drug-Free workplace was distributed to the Board.

Director Gregory Orr:
A Social Outing committee has been started to look into baseball games, hockey games, ect.

Old Business:
-Uniform Code Meeting still needed.
-John Palmieri asked about the status of the Public Relations firm. Vice President Axelrod discussed the media campaign and said they regularly send out press releases. She doesn't foresee extending the contract.

New Business:
-The Board of Director's dinner has been cancelled.

-Funeral Services for Clara have been sent to the members.
-The President will not be present for the February 5, 2015 Board of Director's meeting.
- The President requested Fund Drive Brochure suggestions

Motion by Chief Thomas Lemp and seconded by David Mohr to enter into Executive Session at 2143 hours and allow First Deputy Chief Dominic Heavey to be present.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 2158 hours.

Motion by Thomas Lemp and seconded by Alyssa Axelrod to adjourn the meeting at 2158 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 3, 2015

Amended and approved: February 5, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: February 5, 2015

Members:

President Roger Winter (RW)	**ABSENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**1908 hours**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**1907 hours**

Guests: Casey Orr, Keith Tamayo, James Mallilo, Dominic Heavey and Lehti Laas

Meeting called to order at: 19:00 hours

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of January 22, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by David Mohr and seconded by Seth Fischer to enter into Executive Session at 1905 hours.
MOTION APPROVED UNANIMOUSLY

Chief Thomas Lemp entered the meeting at 1907 hours.

Director Orr entered the meeting at 1908 hours.

Out of Executive Session at 1950 hours.

For disposition of new members see the Secretary's Report.

Proposals-
NY Islanders Emergency Services Appreciation Night
VSS Security System Enhancement
NYSVA&RA Legislative Day on Sunday April 26 and April 27, 2015
Clinical Clean Disinfect/Clean Vehicles 2015
Food Incentive for Friday and Saturday Overnight

NY Islanders Emergency Services Appreciation Night
Motion by Gregory Orr and seconded by Alyssa Axelrod to purchase a maximum of 50 tickets to attend the NY Islanders Emergency Services Appreciation Night on Sunday, February 22nd at

6:00 p.m. vs. Vancouver Canucks at a group purchase promotional cost of $44.00 per seat for Upper Level seats for squad members and guest(s), and Post members wishing to attend this game. Each squad member/Post member signing up for the trip must give event coordinator Greg Orr a check for $44.00 covering their cost. Members and Post members that attend 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. Non-member guests attending with the member must pay $44.00 for their ticket, which must be submitted on a separate check. All guest checks will be deposited regardless of attendance. All checks should be made payable to HCFAS and must be received no later than Monday, February 9th. Members not using squad transportation will be reimbursed up to $12 for parking fees. Total cost for tickets not to exceed $2,200.00.

HCFAS funds

Result of email vote: Yes – GO, SF, LV, RF, AA, DM
Yes pending change to motion – RS   No Response – RW, TL

Technical Correction made to above motion: Total cost for tickets and parking not to exceed $2,800.00

Motion by David Mohr and seconded by Gregory Orr to amend the motion that Post 215 members must have the proper supervision.

MOTION APPROVED UNANIMOUSLY

VSS Security System Enhancement

Motion by Chief Thomas Lemp seconded by Richard Stone to make improvement to our security system to better control the use and distribution of BLS supplies, and to alert members when doors to these rooms are left propped open.
The quote is for one camera to be installed in the BLS supply closet that will be recording video and to alarm the door. The alarm will sound once the door has been left open more than a predetermined amount of time. The only way to reset this alarm is to close the door.
The same type of door alarm will be placed on our ALS supply closet, since at times this door has been left propped open.
The price quoted includes all parts and labor. The contractor maintains an insurance certificate with HCFAS.
Total cost not to exceed $1,250.

HCAD Funds

Yes: RS, LV, TL, SF, GO, DM, AA   Abstain: RF

MOTION APPROVED

NYSVA&RA Legislative Day on Sunday April 26 and April 27, 2015

Motion by Robert Franz and seconded by Seth Fischer to accept the recommendation of Andrea Golinsky, the Squad's primary delegate to NYSVA&RA District 7, and authorize and approve Andrea Golinsky and other interested Squad members to attend a NYSVA&RA Legislative Day on Sunday & Monday, April 26 and 27, 2015 or other dates to be determined 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 for all vehicles; the reimbursement for hotel accommodations on Sunday, April 26, 2015 at an amount not to exceed base room rate of $115.00 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

MOTION APPROVED UNANIMOUSLY

Clinical Clean Disinfect/Clean Vehicles 2015

Motion by Chief Thomas Lemp seconded by Robert Franz to continue the service by Clinical Clean to Disinfect/Clean the HCFAS ambulances (6) and fly cars (3) for a full year. Pricing to continue as quoted in the original motion. See the July 24, 2014 motion below:

Clinical Clean Disinfect/Clean Vehicles 2014

Motion by Chief Tom Lemp and seconded by Seth Fischer to have the President Roger Winter enter into a contract with Clinical Clean Sanitizing and Disinfecting Service for calendar year 2014 (see Attached). This service will start in September. The service will come in and clean and disinfect all six ambulances. There will be an initial start-up fee of $2,010 (first time cleaning) and a cost of $1,434.00 every two months thereafter ($239 per ambulance times six equal $1,434).

If in the event an ambulance is out of the building when cleaning is to be performed, the second deputy chief would make an appointment at a later date with Clinical Clean at no extra cost to the squad.

In addition, Clinical Clean would clean our Fly Cars car's at a cost $89.95 every four months. (The normal cost for Fly Car's would be $145.00).There will be a cost savings of $165.15 to HCFAS. The Fly Car's would be sanitized three times a year starting September, 2014. Cost not to exceed $4500.00

HCAD funds

MOTION APPROVED UNANIMOUSLY

HCAD Funds

MOTION APPROVED UNANIMOUSLY

Food Incentive for Friday and Saturday Overnight

Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to authorize the purchase of food each week for both Friday and Saturday Overnight shifts from 2300-0700. The purpose is to provide incentives to members who fill these shifts. Food price is NTE $100 each day. Company 6 and company 7 captain(s) and/or 1st Deputy Chief will be responsible for the purchase of the food. The crews will be responsible to keep all receipts and forward them to the respective captains or 1st Deputy Chief. The captains will submit a weekly PO with the attached receipts to the Treasurer within 10 days after each expenditure. The success of this initiative will be reviewed at the end of each quarter, and the chief will provide a status report to the BOD.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:
Motion by Richard Stone seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions: January 22, 2015 –February 5, 2015

See attached CDJ's

HCAD (33) Checks Totaling $39,174.74
HCFAS (7) Checks Totaling $9,980.13
MOTION APPROVED UNANIMOUSLY

Transfers:
1/30/15 Wire Transfer from Checking Acct 1054-D to Bank of NY Mellon Acct 1013-F of $25,685.63 Bond Interest Payment.

The Board was provided with a corrected accounting of the Nashville EMS Expo 2014costs totaling $12,507.47 for the 10 attendees.

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	Day	Membership #	Type	Dates
Burns, Eileen	Sunday	767	Medical	1/25/15 – 4/25/15
De Wan, Mary	Sunday	436	Extended Operational	1/21/15 – 4/21/15
Donegan, Patrick	Sunday	1383	Medical	1/28/15 – 4/28/15
Nappi, Joseph	Tuesday	753	Operational	1/20/15 – 4/20/15
Reciniello, Patricia	Sunday	740	Emergency Medical	2/1/15 – 5/1/15
Roach, Sheryl	Company 8	1253	Operational	1/21/15 – 4/21/15

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note
Tyler Gibbs	Co 8	1252	2/1/15	
David Mohr	Mon	748	1/26/15	Medical Dispatch to Full Riding

New Members:
Motion by Seth Fischer and seconded by David Mohr to accept Cliff Skodneck pending a physical.
No: RS, RF, LV, TL, AA, GO, SF, DM
MOTION NOT APPROVED

Probation Ending:
Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Tiffany Williamson, member #1422, eligible 12/13/14, effective 2/5/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant the following Status Change: Operational Membership to Inactive Life Membership for John Maier, member # 886, effective 1/31/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant the following Status Change: Administrative Member to Associate Membership for Elizabeth Smith, member # 929, effective 1/21/15.
2/3 approval needed
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of Jeffrey O'Neill, member #1299, effective January 27, 2015.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by David Mohr to accept the resignation of Robert Loysch, #56 as a 2015 Day Captain. Robert resigned the Day Captain position which he won at the January general membership meeting election.
MOTION APPROVED UNANIMOUSLY

Insurance MVA 1/11/15 – We received a VFIS claims check for $ 2,298 for the damages to vehicle 2-15-20. Copies have been given to the 3rd Deputy to arrange the required repairs.VFIS is waiting for the other party to submit an appropriate notice of claim for the damages to their vehicle.

2015 / 2016 VAW 10% Property Tax Exemption Application Forms – All application forms were distributed to new 5 year eligible members. Some completed forms were received and another notice was put in February pulse. Notice is also on the bulletin board with the application.

NYS Income Tax Claim for Volunteer Ambulance Workers $200 refundable Credit for 2014-A notice was repeated in the February Pulse. NYS tax form IT-245 with instructions is posted on the bulletin board and copies are available on the mail folder counter.

LOSAP Benefit Proceeds Exempt From NYS Income Tax – The NYS Budget for fiscal year 2014-2015 included legislation exempting the proceeds from Length of Service Awards Programs from NYS personal income taxes. A FASNY article pertaining to this exemption was distributed to all HCFAS members currently receiving a LOSAP benefit and also posted on the bulletin board.

New York State Volunteer Ambulance & Rescue Association- District 7
Delegate – Andrea Golinsky – February 5, 2015
Part 800 Revisions have been made and released and will be published on the State Register 2/11/15 to 3/13/15 for comment. Parts of the document greatly effect EMTs AEMTs and instructors in a manner that may be considered detrimental to future certification/s. A copy of the document is posted on the bulletin board. They should be read carefully and comments sent to the Governor's Office. President Mastrianni of NYSVARA should also be copied at president@nysvara.org.

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 01/28/15. The next meeting will be on Wednesday, February 11th at 1900. A presentation by Zoll will take place.
- **Personnel Report**- Report dated January 28th was issued by the 1st deputy and given to the secretary.
- **Status for 2014**- Total calls at the end of January 2015 were 520 calls with 7 mutual aid requests making the 24/call rate at 1.35%.
- **Building**-
  - Getting quotes for new recliners- a sample is down in the ready room. We are having members tried out the recliner and giving us an evaluation.
  - The mouse is back-The exterminator put down traps to catch it. Please remind members to seal all food and close doors.
  - Garage doors were ordered and installed soon
  - The leak in the dispatcher office has been fixed.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
  - 2-15-17- Went to Proliner for evaluation last week. Will go back once the parts are in. Dix Hills was backing up at the hospital and hit our front bumper. They will absorb the cost.
  - 2-15-16- ACE has fixed the problem. The rig was severely under powered.
  - 2-15-20- Minor MVA last Sunday- going to Vittorio for repairs.
  - 2-15-82- Repaired transmission problems.
  - 2-15-88- Please keep the vehicle plugged in by south 5.
  - Vehicle Committee to meet on February 8th.
- **Safes-**
  - The installation of the safes has started today. We needed to move the safes to a new location for convenience to our ALS providers.
- **Committee List**- **Continue progress**

  - Was posted down stairs in the ready room. Minor updates are still needed.
- **<u>Medical</u>-**
  - The ACL program will be chaired by Tim Ebert. He will do the sit down with each perspective member and report monthly to the 2nd Deputy
  - January Training, Cold emergencies and February Training, CHF has been posted on line. To date there were 130 members who completed the January training. All members need access to the website in order to complete their trainings.
  - Ambulance Sanitizing- a motion was submitted to continue the sanitizing of ambulances.
  - A blast email was sent out with instructions to the membership to make sure their latest qualifications are on file.

- **<u>Issues and Misc.</u>**
  - Bob Loysch has rescinded his position as Saturday Captain. Mark Capola has expressed an interest.
  - Installation Standby February 28th- Sayville 1800-0700 (ALS), CVAC 1800-0000 (BLS), Bellmore/Merrick- 2300-0700 (ALS).
  - Mark Capola is trying to get the St Anthony's band for the St. Patrick's Day parade.
  - Mega Show Set-up has been completed
  - Super bowl party- Small turn out due to the weather.
  - Working on members who still owe their dues.
  - AAA driver training- Everything is set for Saturday February 7th. In process of calling roster to confirm.
- **<u>Notible Calls</u>**
  - 1/12/15- Cardiac Save
  - 1/17/15- Baby Delivery
  - 1/18/15- Ice Calls- 16 calls in two hours
  - 1/25-26/15- Snow Storm
  - 2/02/15- Snow and Ice Storm

- **<u>Calendar</u>**-
  - February 5th- BOD meeting
  - February 9th- GMM meeting
  - February 11th- Officer meeting- Zoll presentation
  - February 19th- BOD meeting
  - February 21sr/22nd- LI mega show Nassau Coliseum
  - February 23rd- Chief's council meeting
  - February 25th- Officer meeting- Physio presentation
  - February 26th- Hospital meeting
  - February 28th- Installation dinner

Status Changes:

Number	Last	First	Day	Shift	To	From	Effective
1416	Marino	Michele A	Monday	1100	Aide	Obs	01/26/2015
908	Decker	Gilda (Jill)	Monday	1900	ACL/EMT		01/26/2015
1384	Mayer	Doug	Tuesday	2300	Full DR		01/28/2015
1426	Cortes	Stephanie	Friday	0700	FA		01/28/2015

Letters of Intent:

Number	Last	First	Day	Shift
1411	Rodriguez	Massiel	Thursday	0700
1418	Whitcomb	Michell	Wednesday	0700
1424	Olatokunbo	Oke	Saturday	0700
1217	Fernandez	Richard	Thursday	1100

Vice President's Report – Alyssa Axelrod:
Provided an update on the Town of Huntington survey.

EMS Study
The consultant reviewed the sample of the response times report that we provided, which included actual times, rather than "delta from alarm" times, and he indicated that the format we provided was acceptable. Jim Malillo sent along data reports from SCM for 2013 and 2014 in full this weekend, and the finalized reports were sent to Squad Attorney Tim Glynn for forwarding to the consultant on 2/3.

Provided the Board of Director's with the administrative member's hours listing for 2014.

Director Villamide-Herrera:
A grant update was provided. The committee comprises of four (4) members. They are looking into smaller grants. Keith Tamayo will provide further information.

Old Business:
Director Mohr provided an update on the jackets. They are all accounted for. There are five (5) extra jackets.

New Business:
The Chief's draft letter to the Town of Huntington was discussed.

Motion by Seth Fischer and seconded by David Mohr to adjourn the meeting at 2157 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 15, 2015

Amended and approved: February 19, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: February 19, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**1908 hours**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**ABSENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**1910 hours**

Guests: John Palmieri, Maxine Epstein, Brian Canty, James Mallilo, and Lehti Laas

Meeting called to order at: 19:05 hours

Motion by Robert Franz and seconded by Gregory Orr to approve the minutes of February 5, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Proposals-
Agreement between the Huntington Community Ambulance District Town of Huntington, New York and the Huntington Community First Aid Squad 2015
Fund Drive 2015
Quarterly Captain's Meal Allowance
May Day Communications Annual Maintenance –Motorola MC5500
Annual Squad Scholarship
Congratulatory Brunch 2014
Operational Officers plaque like awards 2014

Agreement between the Huntington Community Ambulance District Town of Huntington, New York and the Huntington Community First Aid Squad 2015
Motion by Roger Winter and seconded by Robert Franz to sign the 2015 Agreement between the Huntington Community Ambulance District Town of Huntington, New York and the Huntington Community First Aid Squad, Huntington Town Board Resolution #2015-27, which was adopted at the January 14, 2015 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

Treasurer Stone entered the meeting at 1908 hours.

Chief Lemp entered the meeting at 1910 hours.

Fund Drive 2015
Motion by Roger Winter and seconded by Loreley Villamide-Herrera to accept the proposal from Zacmel Graphics LLC (vendor) and approve an amount not to exceed $21,357.00 ($10,011.00) for printed material and mailing services and $11,346.00 for postage. HCFAS estimate) as per vendor's 2/16/15 quote for the materials, production, data processing and mailing at the USPS of the Squad's fund drive materials for calendar year 2015 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 nonuse agreement which is satisfactory to our squad attorney.
HCFAS funds
Yes: RS, RF, TL, LV, GO, AA Abstain: SF
MOTION APPROVED

Quarterly Captain's Meal Allowance
Motion by Chief Thomas Lemp and seconded by Robert Franz to authorize Day Captains to expend an amount, not to exceed $300 per calendar quarter, for food and beverages for their crews. Amounts not expended in a calendar quarter cannot be carried over. Captains will receive a cash advance at the beginning of the quarter and will be responsible for turning in original receipts for all expenditures, accompanied by a PO, and all unspent funds, by the 10^{th} day following the end of the calendar quarter. "A captain's advance for each subsequent quarter will not be given until a proper accounting is received for the previous quarter's advance. This motion authorizes meal allowances for the 2^{nd}, 3^{rd} and 4^{th} quarters of 2015.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

May Day Communications Annual Maintenance –Motorola MC5500
Motion by Richard Stone and seconded by Robert Franz to accept the recommendation of Jim Mallilo Communications Chair to renew our Annual Maintenance on the Motorola MC5500, 2 position console as per 22428. 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 04/01/15 thru 03/31/16. Cost is not to exceed $2,950.00 which is the same price as last year. 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
MOTION APPROVED UNANIMOUSLY

Annual Squad Scholarship
Motion by Robert Franz and seconded by Chief Thomas Lemp 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 (a minimum of 2 semesters is required) or the equivalent period at a vocational school. All winners are precluded from entering the drawing the following year.

HCFAS funds

Yes: RS, RF, TL, GO, AA Abstain: SF, LV

MOTION APPROVED

Congratulatory Brunch 2014

Motion by Chief Thomas Lemp and seconded by President Roger Winter to authorize a congratulatory brunch for the top ten members who performed the most 4 hour shifts in 2014. The cost of the brunch is not to exceed $500. Members: Jim Barkocy 95, Mary Brenner 95, Sharyn Cullen Kutcher 99, Brian Quinn 103, Liz Wuestman 115, Dominic Heavey 120, Tim Quigley 122, Daniel Mugavero 124, Tom O'Leary 136, Kurt Vetter 157, Tom Lemp 232. Total shifts 1,398.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Operational Officers plaque like awards 2014

Motion by Chief Thomas Lemp and seconded by Robert Franz to amend the October 2, 2014 motion titled "*Operational Officers plaque like awards 2014*" from $500.00 to $637.19

Operational Officers plaque like awards 2014

Motion by Chief Thomas Lemp and seconded by Seth Fischer to accept the recommendation of the 2014 Operational Officers and authorize and approve Chief Thomas Lemp to purchase and present plaque like awards at the 2015 Installation Inspection Dinner for the Operational Officers' 2014 Awards at a cost not to exceed an aggregate amount of $500.00. The award recipients were selected by the 2014 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

HCAD funds

MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:

Motion by Richard Stone and seconded by - to accept the following for payment in accordance with the PPP and previous Board of Director motions:

Motion by Richard Stone seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:

February 5, 2015 –February 19, 2015

HCAD (24) Checks Totaling $23,461.51

HCFAS (2) Checks Totaling $198.89

MOTION APPROVED UNANIMOUSLY

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	**Day**	**Membership #**	**Type**	**Dates**
Barker, Nancy	Monday	930	Operational	2/10/15 – 5/10/15
Lupo, James	Thursday	959	Medical	1/28/15 – 4/28/15
Sobina-Mills, Candace	Wednesday	1362	Operational	2/4/15 -5/4/15
Woznick, Mary Jane	Tuesday	769	Extended Operational	2/17/15 – 5/17/15

MOTION APPROVED UNANIMOUSLY

Probation Ending:

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Robert Biersack, member #1423, eligible 2/8/15, effective 2/19/15.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Stephanie Cortes, member #1426, eligible 2/8/15, effective 2/19/15.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Marisa Ramjohn-Bernal, member #1430, eligible 2/6/15, effective 2/19/15.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Manuel Aviles, member #1434, eligible 2/14/15, effective 2/19/15.

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	**Day**	**Membership #**	**RTD Date**	**Note**
James Lupo	Thurs	959	1/28/15	
Patrick Donegan	Sun	1383	2/11/15	From a Medical, Dispatch only

Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for failure to fulfill shift requirements Richard Fernandez, member #1217,effective 2/19/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for failure to fulfill shift requirements, probationary member Massiel Rodriguez, member #1411,effective 2/19/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for failure to fulfill shift requirements, probationary member Michell Whitcomb, member #1418,effective 2/19/15.
MOTION APPROVED UNANIMOUSLY

Personnel
– **NYS Insurance Fund –** After a Worker's Compensation Board hearing, the judge ordered the NYSIF was ordered to pay a LOD injured member an indemnity award of $15,840 for a permanent partial disability.

- Life Insurance Claim – The death claim forms have been processed for the beneficiaries of Clara Elliot's group insurance certificate.

Insurance MVA 1/11/15 – VFIS (Glatfelter Claims) received the notice of claim by the other party for the damages to his vehicle. After their inquiries into the incident, Glatfelter is denying the claim at this time.

2015 / 2016 VAW 10% Property Tax Exemption Application Forms – All application forms were distributed to new 5 year eligible members. Some completed forms were received and another notice was put in February pulse. Notice is also on the bulletin board with the application. The renewal of current recipients and new applications received will be processed next week and delivered to the Assessor's office by March 2, 2015.

NYS Income Tax Claim for Volunteer Ambulance Workers $200 refundable Credit for 2014-A notice was repeated in the February Pulse. NYS tax form IT-245 with instructions is posted on the bulletin board and copies are available on the mail folder counter.

LOSAP – Penflex will be making a presentation at the South Farmingdale Fire Department on Saturday 2/21/15 at 5PM. The presentation will discuss the recent release of various fire district LOSAP system audits by the NYS Office of the State Comptroller. A local CPA will provide an auditors perspective on the point system, controls and recordkeeping practices.

New York State Volunteer Ambulance & Rescue Association- District 7
Delegate – Andrea Golinsky – February 5, 2015
District 7 held its Feb. meeting at the North Amityville Fire Co.
New **Y**ork **S**tate **V**olunteer **A**mbulance & **R**escue **A**ssociation had asked its members and member squads to comment on Part 800 as it had previously been published. There were many

comments that pertained to parts that were deemed detrimental to EMTs, ALS, and their ability to operate within the system. As a result of those comments Part 800 was withdrawn and revised. Those revisions have been posted on the New York State Register. There is a 30 day comment period which ends March 13, 2015. Members are encourage to read the changes and, if they have any comments, to send them to the Governor's Office at:

Katherine Ceroalo

New York State Department of Health

Bureau of House Counsel, Regulatory Affairs Unit

Corning Tower Building, Rm. 2438
Empire State Plaza
Albany, New York 12237
(518) 473-7488
(518) 473-2019 (FAX)
REGSQNA@health.state.ny.us

with a copy to NYSVARA President Mike Mastrianni at president@nysvara.org

The 2015 Mega Show will be taking place this Saturday and Sunday at the Nassau Coliseum. The State Association will be represented at a booth there. Stop by and say Hello.

The next E-board meeting of the Association is scheduled for April 26th in Albany. NYSVARA's Legislative Day will take place April 27th. The Association's agenda is posted on the website, NYSVARA.org along with a Bill watch list.

At the last SEMSCO meeting it was announced that the mandate that all ALS providers must carry narcotics or lose their ALS designation was negated because the process was flawed. CPAP was approved for BLS providers and the new spinal immobilization procedure cannot be put into practice until there is a roll out for it.

The Association would like to recognize those members that have participated in a CPR save with a certificate. The criteria will be the same as that for Suffolk County's program. Please forward any information to me and I will forward it to Vice-president Steve Dziura who will be handling this project.

The Association will be paying our web master for individual district pages. Each district will be able to have information about the district and their member agencies on its own page. Information should be sent to me and I will forward it. **Please get me information by Feb. 25th.**

PulseCheck 2015 plans are proceeding well. The conference will be held September 24th thru the 27th. It will once again be held at the Crowne Plaza in Ramapo, NY. The speakers have been vetted and their topics will be announced shortly.

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 02/11/15. The next meeting will be on Wednesday, February 25th at 1900. A presentation by Phyiso will take place.
- **Personnel Report**- Report dated February 11th was issued by the 1st deputy and given to the secretary.
- **Status for 2014**- Total calls at the end of January 2015 were 520 calls with 7 mutual aid requests making the 24/call rate at 1.35%. We are currently up to Call number 788 with an additional 2-24's.

- **<u>Building</u>**-
    - The evaluations for the new recliners were favorable. The 3^{rd} deputy is putting a motion together to present to the board at the next meeting.
    - The mouse is back-The exterminator put down traps to catch it. Please remind members to seal all food and close doors.
    - Garage doors were ordered and should be in next week to install.

Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.

- **<u>Vehicle Status</u>**-
    - All vehicles are up and running.
    - 2-15-88- Please keep the vehicle plugged in by south 5.
    - Vehicle Committee met on February 8^{th} to discuss new vehicles needed this year. The BOD will be kept posted on progress.
- **<u>Safes-</u>**
    - The installation of the safes were completed.
- **<u>Committee List</u>**- **<u>Continue progress</u>**
    - Was posted down stairs in the ready room. Minor updates are still needed.
- **<u>Medical</u>-**
    - Patty Tufo has started the Dispatch training classes.
    - January Training, Cold emergencies and February Training, CHF has been posted on line. All members need access to the website in order to complete their trainings. If there are any problems, please see the second deputy.
    - Ambulance Sanitizing- motion was approved. We will also be including the fly-cars.
    - The first and second deputy are going through our files and updating member status. We need all members to make copies of their qualification and put into the first deputy's mailbox.

- **<u>Issues and Misc.</u>**
    - Installation Standby February 28^{th}- Sayville 1800-0700 (ALS), CVAC 1800-0000 (BLS), Bellmore/Merrick- 2300-0700 (ALS). We are in the process of getting dispatch coverage.
    - Mega Show Set-up has been completed.
    - Working on members who still owe their dues. The treasurer has sent out letters.
    - AAA driver training- Went very well. We had 34 people that attended.
    - Help is desperately needed on the Friday and Saturday overnight. Any ideas to get members to respond would be appreciated.
    - All jackets are in. We are working on getting back the 2013 "yellow" jackets. These jackets will be given to the dispatchers and new members.
    - The Paramedic proposal is ongoing. We have answered forty seven questions from the January GMM meeting. When presented at the February GMM meeting more questions were brought up.
- **<u>Notable Calls</u>**
    - 2/02/15- Snow and Ice Storm
    - 2/18/15- MVA med-a-vac.

- **Calendar**-
    - February 19th- BOD meeting
    - February 21st/22nd- LI mega show Nassau Coliseum
    - February 21st- Riverhead Standby
    - February 23rd- Chief's council meeting- Halesite FD
    - February 25th- Officer meeting- Physio presentation
    - February 25th- Media meeting- 5:30pm
    - February 26th- Hospital meeting
    - February 28th- Installation dinner

Status Changes

Number	Last	First	Day	Shift	To	From	Effective
979	Lemp	Thomas	Company 8	0700		Friday	2-14-15

Shift Changes

Number	Last	First	To	Shift	From	Shift	Effective	Comments
1349	Jean	Steeven	Sat	0700	Thur	0700	02/11/2015	School/Class starts at 12 Noon

Letters of Intent:
#1364 Claudia Femminella
#1379 Kathryn Blecher

President's Report – Roger Winter:
Committee List for 2015 –The final committee list for 2014 was reviewed and submitted to the LOSAP committee for assignments of points.

ID Badge System – All cards were produced if a picture was available. We need about 10 new and old member photos to be taken.

Fund Drive –
2014 Fund Drive Expenses
Total Donations $78,382.00
Total Expenses $10,163.27
Net: $ 68,218.73
Expenses include ZacMel Printing and development, Postage, P.O Box rental, Hicksville PO fees.
We are in the process of redesigning the brochure to lower the cost. I have asked Alyssa and DKC for some suggestions for the Hands Only spot on the card.
MC Alliance project: A meeting is scheduled with M.C. Alliance, the officer corps, Richard Stone and Roger Winter to discuss the energy project. .

Explorer Post 215 : The Post has been having training sessions and meetings. I will give you a list of all advisors.

Director Fischer Report:
-The Membership Committee is looking to update the questions asked during the interview process.

Director Orr Report:
-Islanders Hockey game outing is February 22nd, 2015
-Bowling outing will be March
-Baseball outing will be in May

Director Villamide-Herrera:
-The grant committee will be applying for a regional grant. It is for $25,000.00 and the request will be for Lifepak 15s.

Old Business:
-Uniform Code status discussed

New Business:
A Members in Service of our Country Veterans plaque draft was presented by President Winter. A question was raised as to the eligibility criteria to be on the plaque?

Motion by Richard Stone and seconded by Seth Fischer to adjourn the meeting at 2120 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, 2015

Amended and approved: March 19, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: March19, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**19:06 hours**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Keith Tamayo, Thomas O'Leary, James Malillo, Mark Capolla, Dominic Heavey, Pamela Brenner, John Palmieri, Dale Bartolomeo, and Lehti Laas

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by Roger Winter to approve the minutes of February 19, 2015 as amended.
Yes: AA, RF, SF, DM, GO, LV, TL
MOTION APPROVED

The Chief confirmed that he will RSVP for the "In Thanksgiving for the Life of Clara Eliot" on 3/21/15 at St. John's Episcopal Church.

Richard Stone entered the meeting at 19:06 hours.

Presentation by JSK aka Grant Guys given by Kevin Mulrooly and Chris Ariey, EMT-P.
They discussed the Firefighters Assistants grant, the different areas to request funds for (ie. Health and wellness, building modification, personal protective equipment), and microgrants. Micrograntss are $25,000.00 or less and are used for items such as diesel exhaust and personal protective equipment. There are also regional grants available, but they can't conflict with any other grant submission.

Proposals-
VSS Security 2015-2016
Open House Motion 2015
Cash Advance for Captains EMS Week
NYS EMS Memorial Ceremony in Albany New York on Tuesday May 19, 2015

Hotel/Per Diem to NYS EMS Memorial Ceremony in Albany, New York on Monday & Tuesday May 18, 19 2015
NY Islanders Emergency Services Appreciation Night Amend Parking Fee
Amend Operational Officers Plaque Like Awards 2014
Replacement of Dispatch Radio Board Computers
Add UHD Digital and Analog Talk Around to all of our radios.
Pediatric Advanced Life Support (PALS) Refresher Course
Mayday Annual Maintenance on Audiolog Recording System
Children's Easter Egg Hunt 2014
Traditional Air Conditioning Systems & Service annual agreement 2015
Physio- Control, Inc. Technical Service Support Agreement 2015
Firefighter Cancer Support Network 2015
Bowling Event
Non-Payment of Dues 2015
Treasurer's Report for February 19, 2015 - March 5, 2015
Chief's Petty Cash
Bonds Purchase

VSS Security 2015-2016

Motion by Robert Franz and seconded by Seth Fischer to renew the annual service agreement, for the period April 1, 2015 to March 31, 2016, 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 12, 2015 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. A detailed listing of the equipment covered under the agreement will be obtained prior to the signing of the agreement.

HCAD funds

MOTION APPROVED UNANIMOUSLY (Note: LV not in the room)

Open House Motion 2015

Motion by Chief Thomas Lemp and seconded by Robert Franz, 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 17, 2015. Activities may include blood pressure screenings, an Child ID station, 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:

Sodas, food, 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 First Deputy Chief Dominic Heavey.

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 PPP 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

MOTION APPROVED UNANIMOUSLY (Note: LV not in the room)

Cash Advance for Captains EMS Week

Motion by Chief Thomas Lemp and seconded by Seth Fischer to issue a cash advance up to $350 to each of the 7 Captains for member meal allowance during the week of 5/17/2015-5/23/2015. The Captains will issue a $10 meal allowance for each primary 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.

Company 8 members will be the responsibility of the Chief, First and Second Deputy Chiefs who will obtain the required signatures. Administrative members will be the responsibility of the Vice President who will obtain the required signatures. The disbursement of funds will only be done during EMS Week. The Chief Officer(s) Captains and Vice President will be responsible for returning the signed rosters and excess funds to the Treasurer by 5/25/2015.

HCAD funds

MOTION APPROVED UNANIMOUSLY (Note: LV not in the room)

NYS EMS Memorial Ceremony in Albany New York on Tuesday May 19, 2015

Motion by Robert Franz and seconded by Richard Stone 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 10 members to attend the NYS EMS Memorial Ceremony in Albany, New York on Tuesday May 19, 2015 at 1:00 P.M. or other alternate date or time. Further to authorize the use of a squad vehicle(s) (with more than one driver) at the discretion of the Chief 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 Golinsky 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: LV not in the room)

Hotel/Per Diem to NYS EMS Memorial Ceremony in Albany, New York on Monday & Tuesday May 18, 19 2015

Motion by Robert Franz and seconded by Richard Stone to authorize and approve the reimbursement of hotel accommodations on Monday May 18, 2015 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 18 & 19, 2015 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

MOTION APPROVED UNANIMOUSLY (Note: LV not in the room)

NY Islanders Emergency Services Appreciation Night Amend Parking Fee

Motion by Roger Winter and seconded by Gregory Orr to amend the reimbursement parking fee on the NY Islanders Emergency Services Appreciation Night, February 22, 2015, to $15.00 per vehicle.

NY Islanders Emergency Services Appreciation Night

Motion by Greg Orr and seconded by Alyssa Axelrod to purchase a maximum of 50 tickets to attend the NY Islanders Emergency Services Appreciation Night on Sunday, February 22nd at 6:00 p.m. vs. Vancouver Canucks at a group purchase promotional cost of $44.00 per seat for Upper Level seats for squad members and guest(s), and Post members wishing to attend this game. Each squad member/Post member signing up for the trip must give event coordinator Greg Orr a check for $44.00 covering their cost. Members and Post members that attend 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. Non-member guests attending with the member must pay $44.00 for their ticket, which must be submitted on a separate check. All guest checks will be deposited regardless of attendance. All checks should be made payable to HCFAS and must be received no later than Monday, February 9th. Members not using squad transportation will be reimbursed up to $12 for parking fees. Total cost for tickets not to exceed $2,200.

HCFAS funds

HCFAS funds

MOTION APPROVED UNANIMOUSLY (Note: LV not in the room)

Amend Operational Officers Plaque Like Awards 2014

Motion by Chief Thomas Lemp and seconded by Seth Fischer to amend the February 19, 2015 amendment motion titled “Operational Officers plaque like awards 2014 from $637.19 to $780. ArtPlak made a mistake in their original quote. The quote went from $637.19 to $674.15. ArtPlak stated that they quoted for 14 plaques not the 15 we ordered. The captain also forgot to add one member to the outstanding call award. We need to order an additional award.

Operational Officers plaque like awards 2014

Motion by Chief Thomas Lemp and seconded by Robert Franz to amend the October 2, 2014 motion titled “*Operational Officers plaque like awards 2014”* from $500.00 to $637.19

Operational Officers plaque like awards 2014

Motion by Chief Thomas Lemp and seconded by Seth Fischer to accept the recommendation of the 2014 Operational Officers and authorize and approve Chief Thomas Lemp to purchase and present plaque like awards at the 2015 Installation Inspection Dinner for the Operational Officers'

2014 Awards at a cost not to exceed an aggregate amount of $500.00. The award recipients were selected by the 2014 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

HCAD funds

MOTION APPROVED UNANIMOUSLY (Note: LV not in the room)

Replacement of Dispatch Radio Board Computers

Motion by Richard Stone and seconded by Gregory Orr to replace the three computers used for the dispatch radio boards by our maintenance vendor Mayday Communications. These computers are 5 plus years old, running windows XP, update SW support is no longer offered by Microsoft. They are beyond their end of life.

There is one computer for each station plus an additional master computer located in the electronics room. Each of the new computers will have windows system 7 as the operating system. The Motorola MCC5500 console software will be upgraded, at no additional cost (covered by maintenance contract). The current hardware cannot support the lateset software.

New UPS powwer supplies will be installed for each computer.

Labor is included to remove and install new hardware, as well as installation and set up of all software. The cost of the proposal is not to exceed $9,140.00.

HCFAS will dispose of the old computers at the waste recycling center after all hard disk drives are removed and made non functional.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Add UHD Digital and Analog Talk Around to all of our radios.

Motion by Richard Stone and seconded by Robert Franz to add UHD Digital and Analog Talk Around to all of our radios, (portables, mobiles, concole and console radio).

The reason for the need is to avoid a single point of failure, as we experienced on Tuesday 3/10/15, when LIPA transformer fuse blew on Boxer Court. This put our repeater out of service and all communications was lost until repairs could be completed.

The Talk Around that is mentioned in the proposal are not new frequencies, but are our existing frequencies without incorporating the repeater. This will allow the radio equipment to talk point to point, meaning base to ambulance and ambulance to base. The rang of coverage will be diminished as compaired to a repeater operation but will cover our district where the majority of calls occur.

The cost of this proposal is not to exceed $910.00 for reprograming of all of our equipment and is a much less expensive than purchasing additional repeaters, which would be in the rang of $80,000.00 to $100,000.00 with installation. The work will be done by Mayday Communications who is the authorized vendor.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Pediatric Advanced Life Support (PALS) Refresher Course

Motion by Alyssa Axelrod and seconded by Chief Thomas Lemp to hold a Pediatric Advanced Life Support (PALS) Refresher Course in Headquarters on Sunday, April 12, 2015 from 10am to 6pm. The class is being offered through Heartstart Educators.

Cost of the class is based on the final number of attendees as follows:
6 students = flat fee of $700
$75 for each additional student

Material that is covered only in the Pediatric Education for Prehospital Professionals (PEPP) class is being added to the content of this course, making participants eligible for dual certification. Students wishing to receive PEPP certification in addition to PALS certification may test out at the end of the course, for an additional cost of $25 per provider. There is an additional cost of $65.66 for attendees that require the PEPP textbook.
Attendance not expected to exceed 20 members, price breakdown as follows:
6 students - $700
14 students @ $75 - $1050
20 students PEPP certification @ $25 each - $500
PEPP books for 20 students @ 65.66 - $1313.20
Total cost not to exceed - $3563.20
HCAD funds
MOTION APPROVED UNANIMOUSLY

Mayday Annual Maintenance on Audiolog Recording System
Motion by Richard Stone and seconded by Robert Franz to accept the recommendation of Jim Mallilo to exercise our option to renew the annual service and maintenance contract with Mayday Communications Inc. 19 Gazza Blvd. Farmingdale, N.Y. 11735 for annual maintenance service from 2/1/15 to 2/1/16 of the 8 channel Audiolog digital voice recording system, 8 Channel Audiolog – Single DVD Drive, SN: E-1446 #60901, including parts, labor, anti-virus software and software upgrades, at a annual cost of $1,850.00. A certificate of insurance with HCFAS named an additional insured and a certificate indicating workers compensation coverage is required from the vendor. Note: Same pricing as last year.
HCAD funds
MOTION APPROVED UNANIMOUSLY

EMAIL MOTIONS:
Motion by Robert Franz and seconded by Richard Stone to approve the following email motions:
Children's Easter Egg Hunt 2014
Motion by Greg Orr and seconded by Roger Winter 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 Sunday March 29, 2015 from 1pm to 3pm. The hunt will be at Jefferson School on Oakwood Road and Pulaski Road (or other suitable location if not available) from 1pm to 1:45pm. 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

RW – Yes, RS – Yes, TL – Yes, AA – Yes, SF – Yes, GO – Yes, DM – Yes, LVH - Yes
RF – Yes Unanimous

Traditional Air Conditioning Systems & Service annual agreement 2015

Motion by President Roger Winter and seconded by Tom Lemp 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 03/01/2011 to 02/29/2016 (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. This agreement includes filters and belts. 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 Account

RW – Yes, RS – Yes, TL – Yes, AA – Yes, SF – Yes, GO – Yes, DM – Yes, LVH - Yes
RF – Yes Unanimous

Physio- Control, Inc. Technical Service Support Agreement 2015

Motion by Alyssa Axelrod and seconded by Tom Lemp to accept the recommendation of ALS Chair Alyssa Axelrod and renew the Physio- Control, Inc. Technical Service Support Agreement. This agreement begins 4/16/2015 and expires on 4/15/2016. 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 $10,530.00 per term, payable in a One Time Installment. This contract is the same as last year. If we purchase new defibrillators from a new vendor we will be able to cancel this contract and get a refund as per Alyssa Axelrod.

HCAD funds

RW – Yes, RS – Yes, TL – Yes, AA – Yes, SF – Yes, GO – Yes, DM – Yes, LVH - Yes
RF – Yes Unanimous

Firefighter Cancer Support Network 2015

Motion by Chief Tom Lemp and seconded by Roger Winter to sponsor a "Hole Sponsor" sign at a cost of $50.00 for the Firefighter Cancer Support Network, 7th Annual Golf Classic, May 4, 2015 at the Hamlet Wind Watch Golf & Country Club. A "Hole Sponsor", will cost just $50.00 and they will display a professionally made sign at a Hole on the course with our name on it.

HCFAS funds

RW – Yes, RS – Yes, TL – Yes, AA – Yes, SF – Yes, GO – Yes, DM – Yes, LVH - Yes
RF – Yes Unanimous

Bowling Event
Motion by Greg Orr seconded by Roger Winter to approve bowling event consisting of" two hours on March 29th from 12:30 pm until 2:30 pm. The cost is $12.00 per person, and includes two hours of bowling, soda, pizza and shoe rental. The location is BOWLMOR previously Bowl 300 on Route 110 just north of northern state Parkway. Members and Post members (post members must be accompanied by a parent or Post advisor) will have their checks returned as long as they attend the outing. All guest checks will be deposited regardless of attendance. All checks should be made payable to HCFAS and must be received no later than Friday, March 20th. All checks should be placed in Greg Orr's mailbox. Total amount not to exceed $600.
HCFAS funds
RW – Yes, RS – Yes, TL – Yes, AA – Yes, SF – Yes, GO – Yes, DM – Yes, LVH - Yes
RF – Yes Unanimous

Non-Payment of Dues 2015
Motion by Treasurer Richard Stone and seconded by Chief Thomas Lemp to drop from membership in accordance with Article V, Section 1 of the by-laws (non-payment of dues for 2015) members have also failed to perform their duty shifts and were sent a LOI. The following members are in errors in payment of their dues:
Kathryn Blecher #1379
Chris Daddura #1318
RW – Yes, RS – Yes, TL – Yes, AA – Yes, SF – Yes, GO – Yes, DM – Yes, LVH - Yes
RF – Yes Unanimous

Treasurer's Payments from 2/19/15 – 3/5/15
Motion by Richard Stone seconded by Greg Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions: February 19, 2015 –March 5, 2015

HCAD (49) Checks Totaling $72,147.74

HCFAS (2) Checks Totaling $290.00

There were no transfers.

RW – Yes, RS – Yes, TL – Yes, AA – Yes, SF – Yes, GO – Yes, DM – Yes, LVH - Yes
RF – Yes Unanimous

On the above email votes:
MOTION APPROVED UNANIMOUSLY

Note: The following motions were made under the Treasurer's report
Chief's Petty Cash
Motion by David Mohr and seconded by Chief Thomas Lemp to authorize the Chief a petty cash not to exceed $400.00.
MOTION APPROVED UNANIMOUSLY

Bonds Purchase
Motion by Richard Stone and seconded by Seth Fischer to authorize the Treasurer to purchase $170,000.00 bonds issued by Philip Morris Corp.
MOTION APPROVED UNANIMOUSLY
Yes: RS, DM, TL, SF, GO Abstain: RF, AA, LV
MOTION APPROVED

Treasurer's Report – Richard Stone:
Motion by Richard Stone seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions: March 5, 2015 –March 19, 2015

HCAD (49) Checks Totaling $72,147.74
HCFAS (2) Checks Totaling $290.00
MOTION APPROVED UNANIMOUSLY

Transfers:
No Transfers

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

Name	**Day**	**Membership #**	**Type**	**Dates**
Beatris Maldonado	Sunday	1275	Operational	3/15/15 – 6/14/15
Claudy Grimadeau	Sunday	1142	Educational	3/15/15 – 4/26/16
Paul Mori	Monday	934	Extended Medical	10/27/14 – 4/27/15

MOTION APPROVED UNANIMOUSLY (Note: RS not in the room)

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve an Operational LOA from 3/1/15 – 5/1/15 for Vito Reciniello, member # 659.
No: RS, RF, DM, TL, AA, LV, GO Abstain: SF
MOTION NOT APPROVED

Probation Ending:
Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Michele Marino, member #1416, eligible 3/6/15, effective 3/19/15.
MOTION APPROVED UNANIMOUSLY (Note: AA out of the room)

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Justin Cook, member #1429, eligible 3/6/15, effective 3/19/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Keith Tamayo, member #1435, eligible 3/4/15, effective 3/19/15.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note
Casey Stone	Thurs	920	2/18/15	From Medical
Paul Mori	Mon	934	3/9/15	From Ext.Med
Kristen Przybylski	Thurs	1373	2/19/15	From Medical

New Members:
Motion by Robert Franz and seconded by Seth Fischer to accept Lorraine Healy as a new probationary member #1452, Shift: Thursday 0700 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY (Note: Director Villamide-Herrera out of the room)

Resignations:
Motion by Robert Franz and seconded by Seth Fischer to accept the resignation of Cynthia Pacas ,member #1436, effective 2/23/15.

Note: the following dropped members were done via email vote on 3/5/15
Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for non-payment of dues Christopher Daddura, member #1318, effective 3/5/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for non-payment of dues Kathryn Blecher, member #1379, effective 3/5/15.
MOTION APPROVED UNANIMOUSLY

Insurance – MVA
- On Sunday 3/1/15 vehicle 2-15-20 was struck on the right front end by another vehicle with considerable damage to the grill, bumper and headlight assembly etc. The other vehicle had

damage to the driver’s left side fender & door. There were no personal injuries. VFIS Glatfelter Claims Management estimated the damage to our ambulance at $3,510.64. The SCPD and our driver’s NYSDMV accident reports are in process. The ambulance is at Vittorio Auto Body for repair.
-On Wednesday 3/4/15 vehicle 2-15-17 came in contact with a motel carport and a semi-truck. The VFIS Claims Management adjuster estimated the damage to our ambulance at $2,451.83.

NYS Income Tax Claim for Volunteer Ambulance Workers $200 refundable Credit for 2014-A notice was repeated in the March Pulse. NYS tax form IT-245 with instructions is posted on the bulletin board and copies are available on the mail folder counter.

LOSAP 2014 points – An updated 2014 LOSAP Point listing has been posted on the bulletin board. The preparation of the list for TOH will begin later this month and filed by the end of the month. 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.

LOSAP Benefit Payments NYS Tax Treatment – All members receiving LOSAP payments were given a copy of a FASNY article explaining that non lump sum periodic benefit payments are not includable in NYS taxable income. A copy of the article and a copy of a Penflex, Inc. flyer are posted on the bulletin board.

Suffolk REMSCO Meeting March 10, 2015
Meeting was memorialized for Ralph Oswald LODD 2/11/15.
There were no handouts for this meeting. Minutes of the January 13 meeting and the Agenda for this meeting were distributed to the President and Chief and posted on the bulletin board.
Several CPR Life Saving Awards were presented to various agencies. Each recipient group in attendance gave a synopsis of the call before a packed audience of their peers and each participant in the call received a REMSCO certificate and Life Saver pin. CVAC member and HCFAS past member Harvey Lapidus was one of the recipients of an award.
The Best Practices conference is still in the planning stages.
Facebook and the website continue to get the word out on CME presentations.
There was a re-election of various council members whose terms expired and the election of Nassau-Suffolk Hospital Association (Linda Wenze) to fill a council seat vacancy.
Legislative committee presented the proposed revised changes to Part 800 which will be emailed to all council members for comment so that a response can be made by the deadline date of 3/13/15. In addition two pending NYS legislative bills were mentioned and should be monitored:
-A2185 Gottfried / S3354 (Little) which exempts municipalities (including fire districts) from going through the Certificate of Need (CON) process to start an ambulance service as set forth in Public Health Law (PBH**)** Article 30**.**
- A2058 (Quart) / S843 (Robach) which enacts the good Samaritan ambulance act of 2015 to allow the provision of ambulance services outside of an agency’s primary territory in emergencies.
Ed Stapleton discussed the chain of survival – hands only CPR.
Bob Delagi gave an update of EMS – data collection on stemi and non stemi hospitals; all SC ALS agencies will have Class 3C Controlled Substances Licenses; schools can develop an epi-pen program; narcan classes were held including lay people; NYS EMS Memorial is Tuesday

5/19 at 1PM; REMSCO has responded to a foil request for council member affiliation and attendance records.
Thank you to all the agencies from Huntington / Wyandanch to Montauk who assisted Hampton Bays VAC during their funeral ceremonies for Ralph E.Oswald, EMT-P, LODD.
REMSCO approved $750 for refreshments for an upcoming CLI course.
Suspected Spinal Injuries protocol should be revised to treat any patient with a SSI by application of a properly fitted cervical collar and minimizing spinal movement. There must be a training roll out for this to take effect.
SEMAC established a TAG charged with reviewing NYS hemorrhage control protocols.
EBOLA has not gone away. Donning / Doffing (D/D) training can be done with a video (CDC.gov) and mediated by someone familiar with D/D.
SC received approval to undertake a study of EMT use in cardiac arrest patients of a single lumen double cuffed supra glottis airway (SGA) (aka the King airway). Waveform capnography is required at the BLS level.
REMSCO / SEMSCO award application deadline is May 8, 2015.
The next REMAC meeting is March 24, 2015 and the next REMSCO meeting is May 12, 2015.

March 5, 2015 Report

2015 / 2016 VAW 10% Property Tax Exemption Application Forms – All renewals and new applications were filed on 2/26/15 with the Town Assessor's office. There were 111 renewals and 11new applications for 2015/16 tax year (53-20 year exemptions and 69 -5 year exemptions).

Legislation:
The following bills that were opposed in the past are being monitored:
-A2185 Gottfried / S3354 (Little) which exempts municipalities (including fire districts) from going through the Certificate of Need (CON) process to start an ambulance service as set forth in Public Health Law (PBH**)** Article 30**.**
- A2085 (Quart) / S843 (Robach) which enacts the good Samaritan ambulance act of 2015 to allow the provision of ambulance services outside of an agency's primary territory in emergencies.
-Part 800 revision has been published and the comment period ends on March 13, 2015.

INSTALLATION DINNER - February 28, 2015

Life membership- Member Dominic Heavey #973 was presented with Life Membership which was granted by the Board of Directors on December 4, 2014.

Operational Officers Awards For 2014 – Presented by 2015 officers Chief Thomas Lemp and other officers.
Probationary Member of the Year – Daniel Mugavero & Denise Roberts
Dispatcher of the Year- Mary Jane Woznick
BLS Provider of the Year- Kelly Murphy

ALS Provider of the Year- Sheryl Burke
Excellence in the Field
Taha Aiman-Loreley Herrera- Alexander Klotsche - Dominic Heavey –Joseph Grant
Kristin Schwartz Perkins- Thomas Romano –Melissa Anastos -Israel Cortes

Longevity Awards

25 Years	Cynthia Cairl	Susanna Otto	
30 Years	Ann Donegan	Philip Orlando	Annette Hershkowitz
35 Years	Robert Franz		
40 Years	Jerry Giacomini		

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 03/11/15. The next meeting will be on Wednesday, March 25th at 1900.
- **Personnel Report**- Report dated March 11th was issued by the 1st deputy and given to the secretary.
- **Status for 2014**-Total calls at the end of February 2015 were 402, with 5 mutual aid requests making the 24/call rate at 1.24%. Cum calls through February are 922 with 12-24's, making the 24/call rate at 1.30%. Current calls through March 19th are 326 with 9-24's making March's 24/call rate at 2.78%.
- **Building**-
    - The evaluations for the new recliners were favorable. Awaiting the 3rd deputy's motion.
    - Garage doors were ordered. I need to call vendor and find out the installment date. Dates have been slipping due to vendor emergencies. They stated they need a week to work on.
    - Parking Lot- We are in the process of getting quotes from towing companies to combat the parking problems in our lot.
    - The 2nd deputy is working on the camera to be installed in the BLS and ALS closets.
    - The platform on the stairway is loose. The 3rd deputy will call to repair.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
    - 2-15-20 Was taken to Vittorio for repair.
    - 2-15-89 Had problem starting was towed and fixed.
    - 2-15-88- Please keep the vehicle plugged in by south 5.
    - Vehicle Committee met on February 8th to discuss new vehicles. Once the warm weather arrives, the committee will bring in new vehicles and ambulances to the squad for the members to view. The BOD will be kept posted on progress.
- **Issues-**
    - ALS monitors- The committee will be holding a meeting on Saturday March 21st to go over the purchase of new monitors.
    - Class "A" uniforms- Company will be at HCFAS on April 2nd at 1900 to measure anyone needing a uniform.

- **<u>Medical/Training</u>-**
  - Patty Tufo has started the Dispatch training classes. Scheduled three this month. Next on is March 26th.
  - January Training, Cold emergencies and February Training, CHF and March training, Blood borne pathogens has been posted on line. All members need access to the website in order to complete their trainings. If there are any problems, please see the second deputy.
  - Sharon Cullen held a basic EMT skills class on March 18th.
  - Mike and Nancy tested out members Sunday March 15th who needed an RTE challenge.
  - The first and second deputy are going through our files and updating member status. We need all members to make copies of their qualification and put into the first deputy's mailbox.
- **<u>Misc.</u>**
  - The Paramedic proposal- Providing a paramedic is very important, but we need to focus on our immediate problem, our 24 rate. This month we have already had 9-24's, 5 overnight, 1 during the day and 3 in the morning. We need to form an immediate committee to provide a solution. Dave has done a wonderful job and I agree that we can't keep on procrastinating on this issue. The membership and the officers all agree that we need additional help during the day as well as the overnight shifts. Time is "killing us". We need to move swiftly.
- **<u>Notable Calls</u>**
  - Monday 1900 shift, Narcan save, came in as Cardiac Arrest.

- **<u>Calendar</u>**-
  - March 21- Clara Elliot memorial 1100
  - March 21- BOD Dinner 1845 Prime
  - March 22- 2014 recognition brunch 1130
  - March 25th- Officers meeting 1900
  - March 29th- Children Easter Day Party
  - March 30th- Chief Council meeting, Huntington FD 1900

Shift Changes:

Number	Last	First	To	Shift	From	Shift	Effective	Comments
1267	Ladd	Jen	Co 8	N/A	Mon	2300	03/11/2015	Work Related
1443	Porter	John	Tue	1500	Tue	1900	03/11/2015	Work Related Not Approved Officers
1424	Oke	Olatokun	Sun	1100	Sat	0700	03/11/2015	
1143	McCann	Kevin	Wed	1900	Tues	2300	2/25/15	

Overdue Return To Duty:

Number	Last	First	Day	Shift	RTD Date	Type	Comments

1082	Newman	Spencer	CO 8	N/A	3/1/2015	ELOA

Status Changes:

Number	Last	First	Day	Shift	To	From	Effective	
1432	Flaherty	Stephanie	Thu	2300	Disp/Obs	D/T	02/19/2015	
1429	Cook	Justin	Thu	2300	FA	Aid	02/25/2015	Passed Ambulance Ort
1437	Lenio	Christian	Mon	0700	Disp/Obs	D/T	02/19/2015	
1417	Muszynski	Diane	Wed	1100	Disp	D/T	01/29/2015	
1416	Marino	Michele	Mon	1100	FA	Aid	01/25/2015	

Letters of Intent:
Vito Reciniello #656
Christopher Daddura #1318 (3/5/15 Operational Report)

President's Report – Roger Winter:

- The Hot Chocolate Machine is out for repair at a cost of around $300.00. Galaxy coffee supplies is taking care of this.
- I have contacted Vittorio Auto Body, Inc., Luigi Boccardo and asked him if they could repair our ambulances. Luigi stated he has worked on our vehicles before and he has the space to make any repairs that we might need. This would only be for any damage other than to the ambulance box. We are urged to take the ambulance down to his shop and have the adjuster meet him there. Luigi stated he would get our ambulances back at the shortest amount of time.
- I would like to finalize the Veterans Plaque. I have given everybody a list of names to be placed on the plaque in membership order with comments on their status. We need to finalize the name plate. We agreed to snake the names with the branch of service on the nameplate. I have three companies ready to send out the specifications. I am asking them to propose a plaque with our requirements. Supreme Trophies, Colorfully Yours,
- Jerry Giacomini has reported to me that a Memorial Service will be conducted at St. John's Episcopal church on Saturday, March 21, 2015, at 11:00 AM, for Clara Elliott. Lunch to follow. I have not received a formal notice as of yet.
- Parking is a problem again, the chief and I have discussed a larger no parking sign similar to what we have. Also to enter into a contract with a towing company to assist us with the parking problem.

In the Standard Operating Procedures, Section III. House Rules and Regulations, paragraph G. Truck Room, Parking Lot. I have copied the rules regarding the truck room and the parking lot for all to see. This would also include people parking in our lot.

Thank you,
Roger

G. Truck Room, Parking Lot:

1. There are to be no children allowed in the Truck Room at any time, with the exception of an approved, supervised activity.
2. No mechanical repairs are to be performed in the Truck Room or on the premises.

3. Personal vehicles are not to be parked in the Truck Room, with the exception of bicycles and motorcycles, which may be parked only in the wash bay area, provided they do not block the garage doors or the exit of any emergency vehicle.
4. The wash bay will be the only area in the Truck Room to wash vehicles. Emergency vehicles must be moved by an approved driver. Squad members may wash their personal vehicles in the wash bay or outside bay door South 5.
5. The Squad will not be responsible for any damage or theft to personal vehicles left in the Truck Room or the Parking Lot.
6. There will be no parking of personal vehicles on the front or rear ramps.
7. Squad members and others may not park their personal vehicles in the Parking Lot and leave them there without being on the premises, unless they are on Squad-related business. Any exception to this and the above Truck Room rules must have the permission of the Squad Chief and be reported to the dispatcher, and must be reported by the Chief to the Board of Directors at the next regularly scheduled Board meeting.

Vice President's Report – Alyssa Axelrod:

After review of the data files presented, Medic Health consultant Bob Nadolski requested a phone conversation with Jim Malillo, as Jim prepared the data files for response times. A conference call was arranged between Bob, squad attorney Tim Glynn, and Jim Malillo on March 11th. The discussion was focused on the data set, and how missing fields might be interpreted. For instance, when no time is provided for a transport time, Jim indicated that may mean the run was a standby, or the call was cancelled, or the patient was an RMA. Other missing data fields may indicate incomplete data transmission from FRES, direct calls to HQ that do not go through FRES, and calls that were mutual aided.

The conversation was congenial and the consultant requested at the end that Jim provide a list of run numbers for calls that were mutual aided, as it was difficult to pull this information from the data sets. Jim compiled that data and the requested information for 2013 and 2014 was sent to the consultant via Tim Glynn on March 16th.

Director Mohr Report:

Wanted to take a moment and update everyone on the status of the Uniform Committee and the new 511 jackets.

First, I would like to thank Chief Lemp for his sheepherding of the jacket issuing as I took over as Liaison. As we all know, there were/are a few issues with the jackets. We have worked out many of them, but are still working out a few.

1. Not enough EMT patches got the Velcro put on them for the number of EMT we have. When I asked Maxine for more patches, we both became aware that there were none. Apparently, all of them were taken and Maxine wasn't told. More have been ordered.
2. No provision was made for FA's who are not EMT's. We have taken some of the FA patches we have and are going to get them Velcroed and issue them to our non EMT FA's.

3. Nameplates were not ordered for everyone. We are accumulating a list of members that don't have a nameplate and will order them all at once. We do have blank nameplates that the vendor gave us and will us them when the time comes.
4. We continue to have problems with people taking/issuing jackets without completing paperwork or not being authorized to issue jackets.
   a. Yesterday I picked up paperwork on jackets issued. Of the five issued, one was issued by Maxine, one was issued by I believe Dale Bartolomeo, who is not authorized to issue them, and three have no signature of the person that issued them.
   b. The only people that are supposed to issue them are the Chief, 1st and 3rd Deputy's, Maxine and myself.
   c. When I asked for and got a listing of who has access to the room, the list was three pages long. This presents a problem for accountability.
5. The current status of jackets issued according to the records I have is:
   a. 179 jackets issued.
   b. 59 jackets still to be issued.
   c. 3 members on the original list have received LOI and are on hold for the issuance.
   d. 3 members on the original list have resigned or been dropped.
   e. 1 doesn't want the jacket as they already have a similar one.
   f. 1 members status changed and they are no longer riding.
   g. That comes to the 246 members that were on the original issuance list.
   h. One other note, 13 members received jackets, completed paperwork, but the paperwork is nowhere to be found.
6. The Chief has indicated that certain members should not be issued jackets for a variety of reasons. Some have been identified, as listed in item 5 and I am working with the Chief to identify others and will update the BOD when that is completed.

A revised boot issuance and accountability procedure is being worked on and should be in place within the week.

The revised Uniform Code got stalled at the end of the year. I have asked Maxine for a current copy and will push to get that done ASAP.

Old Business:
The paid personnel proposal was discussed. The Chief will create a small committee to discuss the paid concerns.

New Business:
The Cyanide activation kits were discussed.

Motion by David Mohr and seconded by Richard Stone to extend the meeting by 15 minutes.
MOTION APPROVED UNANIMOUSLY

Motion by David Mohr and seconded by Seth Fischer to enter into Executive Session at 2210 hours.
MOTION APPROVED UNANIMOUSLY

Executive Session ended at 2230 hours.

Motion by David Mohr and seconded by Seth Fischer to adjourn the meeting at 2230 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 31, 2015

Amended and approved: April 2, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: April 2, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**1957 hours**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**1905 hours**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**1957 hours**

Guests: Casey Orr, Alex Klotsche, Brian Canty, and Laura Marques, CPA and Cindy Farley, CPA of Fuoco Group.

Meeting called to order at: 19:00 hours

Motion by Robert Franz and seconded by Loreley Villamide-Herrera to approve the minutes of March 19, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Director Fischer arrived at 1905 hours.

For disposition of new members see the Secretary's Report.

Proposals-
Town of Huntington Earth Day Event- Touch-A-Truck
George DeWan Scholarship at the Stony Brook University School of Journalism
Weight Watchers Classes – Saturdays at 9:45AM
METS EMS DAY – MAY 17, 2015 AT 1:10pm
Removal of Unauthorized Vehicles 9th Street Towing 2015

Town of Huntington Earth Day Event- Touch-A-Truck
Motion by Robert Franz and seconded by Seth Fischer 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 25, 2015, from 9 a.m.-1 p.m. A hold 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

George DeWan Scholarship at the Stony Brook University School of Journalism
Motion by President Roger Winter and seconded by Secretary Robert Franz to donate $250.00 to the George DeWan Scholarship at the Stony Brook University School of Journalism in lieu of flowers. The check is payable to the Stony Brook Foundation.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Weight Watchers Classes – Saturdays at 9:45AM
Motion by Richard Stone and seconded by Seth Fischer to offer the membership Weight Watcher classes. Cost per person is $156.00 for a 12 week series includes 14 weeks of free e-tools. We have approximately 20 people signed up to date. This will be open to family members (nonrefundable). Full payment by check to HCFAS (no cash) is to be made and put in Joanne Cunningham's mail folder. One check for each member and separate checks for guests. Checks will be returned to any squad member who loses 5% of their weight. Program Coordinator Joanne Cunningham will oversee the class and will provide the appropriate paperwork for payment of the class. Joanne will also approve the return of checks to the HCFAS members who achieve the goals set forth in the above motion.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Financial Statements Presentation by Fuoco Group, CPA
Presentation by Laura Marques, CPA and Cindy Farley, CPA of Fuoco Group. They reviewed the draft financial statements as of December 31, 2014 for HCFAS and HCAD accounts.

Chief Thomas Lemp and Alyssa Axelrod arrived at 1957 hours during the above CPA presentation.

CPA's left at 2017 hours.

METS EMS DAY – MAY 17, 2015 AT 1:10pm
Motion by Gregory Orr and seconded by Loreley Villamide-Herrera to purchase a minimum of 50 tickets to attend the Mets "EMS Day" Mets v Milwaukee Brewers game on May 17th, 2015 at a group purchase promotional cost of $38.00 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 $38.00 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 Joanne Cunningham a $38.00 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 April 10th, 2015. Tickets will not be purchased for anyone unless their checks are in hand on April 10th, 2015. Actual attendees – Squad Members and Post Members **ONLY** will have their checks returned to them after the trip. Member and Post Members signing up and not attending will forfeit their checks

to the Squad. All guest checks will be deposited regardless of attendance. In addition; a bus driver tip of $50 per driver is requested (2 buses have been requested and offered).
Minimum cost – 50 tickets $ 1,900.00. Additional tickets can be purchased but seating is not guaranteed with the group although every effort will be made. We have approximately 50 people signed up to date. . This will be open to family members and friends (non refundable).
There is a signup sheet on the bulletin board with approximately 50 names to date. Full payment by check (no cash) is to be made by April 10th. One check for member and separate checks for guests to be placed in Joanne Cunningham's mail folder. Checks will be returned to any squad member who attends. There will be a sign in attendance sheet taken on the buses on the way to the game.
First 15,000 receive a Zach Wheeler Magnet Card!
The first 500 fans to purchase their EMS tickets by April 1st will receive a voucher for a special Tom Seaver EMS Day t-shirt.
Cost breakdown as follows:

50 tickets @ $38.00 each -	$1,900.00
Processing fee per order	25.00
Parking $40 per bus	80.00
Bus drivers tips	100.00
Total:	$2,105.00

HCFAS funds
Yes: RS, RF, DM, SF, LV, TL, GO Abstain: AA
MOTION APPROVED

Removal of Unauthorized Vehicles 9th Street Towing 2015
Motion by Chief Thomas Lemp seconded by Richard Stone to enter a contractual agreement with 9th Street Auto Collision Inc., to provide a towing service to remove un-authorized vehicles from the parking lot of Huntington Community First Aid Squad.
Huntington Community First Aid Squad will purchase from 9th Street Auto 10 signs listing the required information needed to comply with town ordinance. It will be HCFAS's responsibility to install the signs according to a survey provided by 9th Street Auto Collision Inc.
Request of the removal of an automobile shall be initiated by the Chief or the President of HCFAS.
The contract term shall be for one year commencing on the signing of the contact, continuation of services with 9th Street Auto requires renewal of the contract term.
There are no additional charges, costs or fees with 9th Street Auto Collision Inc., other than the purchase of the required signs.
This contractor is licensed and insured within the town of Huntington to provide such services.
Certificates of Liability insurance will be obtained from 9th Street Auto Collision Inc. with HCFAS named as additional insured.
A sample of all documents provided by 9th Street Auto Collision Inc. are on the following pages.
A suggestion to modify the sample contract would be from; "No cars would be towed without the signature of a _____ employee." to "no cars would be towed without the signature of the Chief 'name' or the President ' name'.
The cost of the contract is not to exceed $350.00 without any reoccurring fees.

9th Street Auto Collision Inc., as agent for HCFAS, will be responsible to file all documents with the Huntington Town Clerk and the Huntington Suffolk County Police Department precinct commander as required by Town laws.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:

Motion by Richard Stone seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions:

March 19, 2015 –April 2, 2015:

HCAD (47) Checks Totaling $76,024.12

HCFAS (8) Checks Totaling $9,725.71

MOTION APPROVED UNANIMOUSLY

As usual, all bills are in the treasurer's office for review. Due to the Sage accounting system upgrade, the Crystal reports will not be distributed until next week.

Transfers:

We Transferred $100,000.00 on 3/20/2015 from 1053-D to 1054-D.

The Town of Huntington Check was received and deposited on 3/23/2015 in the amount of $932,501.50.

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	**Day**	**Membership #**	**Type**	**Dates**
Allsopp, Jenna	Monday	1310	Extended Medical	2/26/15 – 4/26/15
Cortes, Israel	Friday	1174	Operational	11/24/14 – 2/24/15
Ganley, James	Tuesday	1371	Medical	12/24/14 – 3/24/15
Hirasawa, Tomoko	Monday	1404	Operational	3/16/15 – 6/15/15
Steenson, Elizabeth	Tuesday	820	Medical	2/1/15 -5/1/15
White, Tiffany	Wednesday	1259	Operational	3/12/15 – 6/12/15

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note
Brumm, Patricia	Mon	1117	3/23/15	From Operational

Note: New Members were voted on prior to Chief Lemp and Vice President Axelrod entering the meeting.

New Members:

Motion by Seth Fischer and seconded by Gregory Orr to accept Marc Solomowitz as a new probationary member #1453, Shift: Tuesday 1100 in accordance with Article III, Section 2 of the By-Laws.

No: RS, LV, DM, GO, SF Abstain: RF

MOTION NOT APPROVED

Motion by Seth Fischer and seconded by Gregory Orr to accept Wisner Dorce as a new probationary member, Shift: Wednesday 1100 in accordance with Article III, Section 2 of the By-Laws.

Motion by David Mohr and seconded by Richard Stone to table the motion.

MOTION APPROVED UNANIMOUSLY TO TABLE

Motion by Seth Fischer and seconded by Gregory Orr to accept John Crane as a new probationary member #1453, Shift: Tuesday 1500 in accordance with Article III, Section 2 of the By-Laws.

Yes: RS, GO, LV, DM, SF Abstain: RF

MOTION APPROVED

Motion by Seth Fischer and seconded by Gregory Orr to accept Jonathan Menard as a new probationary member #1454, Shift: Friday 1100 in accordance with Article III, Section 2 of the By-Laws.

Yes: RS, GO, LV, DM, SF, RF

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of Christopher Amaya, member #1375, effective 3/23/15.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of probationary member Justin Gau, member #1421, effective 3/25/15.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of probationary member John Porter, member #1443, effective 3/11/15.

MOTION APPROVED UNANIMOUSLY

LOSAP 2014 Point Listing – On 4/1/15 the 2014 point listing was submitted to the TOH for their approval. The approved listing will be returned to HCFAS for a 30 day mandatory posting period.

Insurance MVA - On Monday 3/31/15 vehicle 2-15-21 came in contact with an East Northport FD ambulance while backing into a spot at Huntington Hospital ED. Preliminary report indicates very minor damage and probably will not be reported to our insurance company.
Observation: these MVAs are like the snow that does not want to go away.

Insurance – The renewal of our general, automobile and umbrella policies is in process.

Legislation – Andrea and I attended the 3/24/15 SC Legislature public hearing on a proposed local law (IR#1152) to authorize the sale and use of safe sparkling devices. This bill was opposed by the Fire Services and their related organizations in Suffolk County.

SC Recruitment meeting March 25, 2015 – Minutes of the meeting have been distributed to the President and Chief and other committee chairs and posted on the bulletin board.
FRES submitted an application for a four year $1.7 million 2015 SAFER grant which includes a SERVES tuition reimbursement program.
The six month Safer Grant extension ending on 4/1/15 resulted in media spots on radio and TV during March and the website has been converted to a more portable device friendly platform.
Once again FRES will be collecting the annual census information as of December 31, 2014.
FRES will be working with the SC Dept. of Veterans Affairs to place posters with the hope of attracting returning veterans. The next meeting is scheduled for Wednesday June 17, 2015 at the FRES Library in Yaphank.

NYSVARA- District 7 Delegate Report-Andrea Golinsky

The March 17th meeting of District 7 took place at Exchange Ambulance of the Islips.
Those members of District 7 that participated in the NYSVARA booth at the Mega Show were thanked for their assistance.
Everyone was reminded that Legislative Day would take place April 27th with the E-Board meeting scheduled the day before. President Mastrianni has arranged for a block of rooms at the Holiday Inn in Albany. A shuttle will be made available to take us to and from the Capital thus eliminating the need for parking in the garages. Everyone was urged to try to attend Legislative Day and to make appointments with their local legislators to discuss our concerns. Of major concern is the Part 800 CON issue. HCFAS is in the process of setting a meeting schedule with our representatives in Albany.
The 2015 EMS Memorial Ceremony will be held on the Plaza in Albany on Tuesday, May 19th at 1 PM. Members are urged to send representatives from their squads to honor those who have died in the line of duty.
PulseCheck 2015 will be held September 24th thru the 27th at the Crowne Plaza in Suffern.
Because West Point usually has a class reunion at about the same time, it is strongly suggested that NYSVARA members that plan to attend PulseCheck book their rooms early in order to be

assured of having a room at the conference location. It was reported that last year some attendees had to stay at another area hotel.

Journal ad applications were distributed and all delegates were urged to have their respective squads take an ad. It was also suggested that departments solicit suppliers and/or vendors for ads. Trophy applications will be available soon.

MCI DRILL

Exchange Ambulance Corp. of the Islips, along with the Suffolk County Police Department, Suffolk County EMS, and the Islip will be hosting a Mass Casualty Drill on Saturday May 30 at 8AM. If your agency is interested in sending a crew to participate in this drill, or for more information , email: mcidrill@exchangeambulance.org or leave a voicemail at 631-581-3151 Extension 108

<u>Suffolk County Ambulance Chiefs Association</u>

March 18th meeting held at Wyandanch/Wheatley Heights Amb.

NY State is to change the spinal immobilization protocol but the roll out will not take place for some time.

It was reported that 1 full time and 2 part time positions were filled at the SC Fire Marshall's office.

EMS Awards for NYS are due May 8th.

Letters and emails were sent out to departments for information to update the County registry.

A public hearing is to be held March 24th at 6 PM in Hauppauge on the subject of allowing non-aerial fireworks such as "safe" sparklers for purchase and use in Suffolk County on a limited time basis. (Governor Cuomo has signed a bill into law that would allow local law bodies to opt in to this proposel.) SC fire departments and ambulance squads are against this and are asked to appear at the hearing to show support.

Stony Brook University Hospital will hold its Burn Center Recognition Day on May 17th.

The Burn Center will hold its fund raiser at the Aquarium in Riverhead on Oct. 24, 2015.

Nominations were made for the upcoming election which will be held at the April meeting in Riverhead.

President Bryan Prozak
Vice president Scott Crosby
Secretary Bobbi DeBono
Treasurer Drew Silverman
BOD Helen Rosenblum
Barry Vicik
Bruce Talmage

There will be a marathon run on Sunday, Sept. 13th which will start and end at Hecksher State Park. There is an expectation of 3000 to 4000 runners. Calls for help will be going out soon.

<u>Huntington Station Business Improvement District- HCFAS representative-Andrea Golinsky</u>

It had been brought to my attention that the street lighting on New York Ave is inadequate. The Town of Huntington had increased the lighting output along portions of Depot Road. Since NY Ave is a State road I spoke to Assemblyman Chad Lupinacci who serves on the NYS Assembly Committee on Transportation. It was determined that even though NY Ave is a State road, by contract, the Town of Huntington is responsible for maintaining the lighting. A letter was to be drafted to the Town and Assemblyman Lupinacci's office contacted me and asked if the squad could be mentioned in the letter. After a conversation with Chief Lemp who found no issue with the request, a letter was drafted to Mr. Petrone. (Copy attached) The Huntington Station BID is mentioned as this topic has also been discussed at its March meeting. I will track progress on this request.

THE ASSEMBLY
STATE OF NEW YORK
ALBANY

RANKING MINORITY MEMBER
Higher Education Committee

COMMITTEES
Election Law
Judiciary
Tourism, Parks, Arts & Sports Development
Transportation

December 18, 2021

Mr. Frank P. Petrone, Supervisor
Town of Huntington
100 Main Street
Huntington New York 11743

Dear Supervisor Petrone:

I am writing on behalf of Andrea Golinsky, Ex Chief and current Public Information Officer of The Huntington Community First Aid Squad who has contacted my office to alert me to a traffic safety issue on Route 110 in Huntington Station from the Huntington Train Station to Jericho Turnpike.

Mrs. Golinsky, as well as other members of the squad, noticed that the lighting on this stretch of the roadway is not sufficient, causing a concern for the welfare of the drivers as well as the pedestrians. She suggested that an upgrade could be made to increase the wattage to provide better lighting for those using Route 110 at night. This was recently accomplished on Depot Road in Huntington Station by the Town of Huntington.

In addition, Mrs. Golinsky is on the Board of Directors of the Huntington Business Improvement District Association. She attended a meeting on March 18th discussing this same topic. Please review the attached enclosure that lists their concerns regarding the lighting issue to include lack of fixtures and bulbs.

I am asking that the Town of Huntington examine the existing lighting on this portion of Route 110 to determine if this suggestion is feasible. Please keep me apprised of your findings and recommendations as soon as they are available.

Thank you for your prompt attention to this matter. If I can be of any assistance please feel free to contact my office.

Sincerely,

Chad A. Lupinacci

Chad A. Lupinacci
Member of Assembly
10th District

Enclosures (1)
Cc: Councilman Mark Cuthbertson, Councilwoman Susan A. Berland, Councilman Eugene Cook Councilwoman Tracey A. Edwards

Situation: Very low lighting

Huntington Food Plaza: From W 22nd to 7/11
Corner of 19th
Intersection of West Hill, President and New York Avenue
14th to 15th St Huntington Assembly of God
12th Street Anaconda and Firehouse

Situation: Burnt Lights

Sunny's Discount Store: 2 low post lights, 1 high post light
Flowerdale: 1 Low Post light
Media Dental: 1 High post light
Household Discount Store: 1 high post light
Dairy Barn: 1 high post light

Situation: Light post with no light fixtures:

Several from Pulaski to W 22nd
There are 3 light posts in a dark area that have no light fixtures, (around Jaguar sports store)

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 03/25/15. The next meeting will be on Thursday, April 9th at 1900. Note: Officers meeting were switch to Thursday's. The Chief will be taken an EMT refresher course on Monday and Wednesday until July.
- **Personnel Report**- Report dated March 25th was issued by the 1st deputy and given to the secretary.
- **Status for 2014**-Total calls at the end of February 2015 were 402, with 5 mutual aid requests making the 24/call rate at 1.24%. Cum calls through February are 922 with 12-24's, making the 24/call rate at 1.30%. As of March 23rd our cum number of calls is 1292 with 24-24's making our 24/call rate at 1.86%.
- **Building**-
  - The evaluations for the new recliners were favorable. Awaiting the 3rd deputy's motion.
  - Garage doors are being done this week
  - Parking Lot- Motion submitted tonight. Awaiting placard information.
  - The 2nd deputy is working on the camera to be installed in the BLS and ALS closets.
  - The platform on the stairway has been fixed.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
  - 2-15-20 was taken to Vittorio for repair should be picking this up today.
  - 2-15-18 was taking to Sayville Ford hard start problem.
  - 2-15-16 will take to Sayville Ford for same problem as 18.

- Vehicle Committee met on February 8th to discuss new vehicles. Once the warm weather arrives, the committee will bring in new vehicles and ambulances to the squad for the members to view. The BOD will be kept posted on progress.

- **Issues-**
  - ALS monitors- March 21st meeting was unsuccessful in picking a monitor. Some additional training on the Zoll monitor was suggested.
  - Class "A" uniforms- Company will be at HCFAS today at 1900 to measure anyone needing a uniform. A "blast" email was sent out yesterday to remind everyone.
  - A motion will be submitted at the next BOD meeting pertaining to the purchase of Cyanide Antidote Kits. The drug Hydroxocobalamin is use when cyanide toxicity is suspected from smoke inhalation, accidental or intentional poisoning, or mass intoxication. We will enter into an agreement with several other departments to purchase these kits. The price per dose is $695 and each patient may require two doses. We plan to buy a total of 16 doses, with a shelf life of 36 months, and share the cost with 5-6 other departments.
- **Medical/Training-**
  - Patty Tufo will be holding Dispatch training classes this month for all new members.
  - January Training, Cold emergencies, February Training, CHF, and March training, Blood borne pathogens has been posted on line. The training for April is Meningitis and has been posted April 1st. All members need access to the website in order to complete their trainings. If there are any problems, please see the second deputy.
  - Sharon Cullen will hold a basic EMT skills class on April 15th.
  - The QA/QI committee will be having a meeting this week to discuss their first class.
  - The first and second deputy are going through our files and updating member status. We need all members to make copies of their qualification and put into the first deputy's mailbox.
- **Misc.**
  - We have formed an outreach committee to kept communications up with the community.
  - Paramedic proposal- Many discussions on paid personnel have been discussed. Based on my evaluations, we all agree that we need to do something. The questions; are we trying to improve our 24 rate or our ALS response. Many questions have been brought up to support the need to improve our ALS response and many questions stating that we can't improve the quality of care if we can't get the rig out. Dave Mohr has done an outstanding job in taking the first step. We have increased our 24 rate this month. The overnights are killing us. I know money, insurance is an issue, but we need to fill our shifts. I would like to see each shift with 2 crews and in my opinion, I would like to start with improving our 24 rate.
- **Notable Calls**
  - Wednesday 2300 shift, shooting. We are scheduled for a press meeting on April 14th.

- **<u>Calendar</u>**-
  - April 1, 6, 8, 13, 15, 20, 22, 27, and 29- the chief will be attending an EMT refresher.
  - April 2nd- Class A uniforms at HCFAS 1900
  - April 9th- Officers meeting 1900
  - April 12th- Bowling
  - April 12th- Marcie Mazzola run
  - April 13th- GMM meeting
  - April 16th- BOD meeting
  - April 18th- Greenlawn Installation dinner.
  - April 23rd- Officers meeting
  - April 28th- Weight Watchers
  - May 3rd- Tulip Festival
  - May 27th- Chief's Council- Melville FD

Status Changes:

Number	Last	First	Day	Shift	To	From	Effective
1381	Castagna	Shayna	Sun	1900	ACL	FA	3/23/2015
1438	Crespo	Suzette	Mon	2300	Dispatcher	D/T	3/12/2015
1244	Salzone	Maghan	Tue	1900	Dispatcher	CL/DR	3/25/2015

Shift Changes:

Number	Last	First	To	Shift	From	Shift	Effective	Comments
1073	Angevine	Gina	Wed	1100	Wed	1900	03/25/2015	

Overdue Return To Duty:

Number	Last	First	Day	Shift	RTD Date	Type	Comments
1082	Newman	Spencer	CO 8	N/A	3/1/2015	ELOA	

Vice President Axelrod left the meeting for a call at 2101 hours during the Chiefs report on Issues (Cyanide Antidote Kits).

President's Report – Roger Winter:

- I have signed a contract with Crocco Landscaping for the 2015-2016 seasons. The cost is the same as last year, $3,020.00 payable over 9 months at $335.55 per month. We had a renewal built into the contract. The Third Deputy Chief had approved his work.
- I have contacted Christopher Evers to be part of the Paramedic Program Proposal Committee with David Mohr. I am looking for three more people to round out the committee. One member will be an outside participant with experience with organizing paramedic programs.

- The veteran's plaque is in its final stage. I have contacted four former members two of which were Charter Members. I have two additions to the veterans to be rsplaced on the plaque. I will send the proposal to the following; Art Plak, Colorfully You, Supreme Trophies. If you know of a vendor who can handle this plaque, please let me know.
- I am in the final stages of getting quotes for the redesign of the landscaping of the front of the building. This started last November and was stalled when the snow arrived. I have the following companies quoting; Crocco Contracting Inc., Main Street Nursery/Florist/Landscapes, Oakwood Road Nursery Ltd., Ahern Nursery. I hope to get the final quote soon to present at the next BOD meeting

Committee List for 2015 – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

ID Badge System – All cards were produced if a picture was available. We need about 10 new and old member photos to be taken.

Fund Drive – The First of three fund drive requests have been sent out. This request had our information newsletter sent out also.

MC Alliance project: A review the need for this service will be conducted.

Explorer Post 215 : No Report

LOSAP Points – The LOSAP report will be delivered to the Town. Apparently there are a few requests to edit the report before it is delivered.

Director Fischer Report:

- As we all know Sally will be moving soon to Connecticut. But before she goes, I wanted to express my sincere thanks to Sally for all of her help with new candidates, and the overall committee. Sally, it has been an absolute pleasure, you are definitely going to be missed, and we thank you for everything!

- There are three folders that I would like the Board to review before the meeting Thursday of new candidates. There is a fourth candidate who's name is not mentioned below that we will have to discuss in Executive Session.

Director Mohr Report:
Exit Interview Committee
Members on the committee are:
Claire Tesoriero
Sue Manning
Gail Glister
Manuel Aviles

They are meeting regularly to form the mission of the committee. They are working on continuity in the issuance of uniforms and equipment. They are talking with relevant committee chairs to determine what is being done and how. They then want to formulate a process for the retrieval of uniforms and equipment upon departure.

They are also formulating questions to ask departing individuals and how the questions would be presented, complied and then the information distributed to relevant members.

Uniform Committee
Jackets:
According to our list, we have 51 jackets left to distribute. A list of members having not received their jacket will be posted on the bulletin board and distributed to the Officers.
One additional jacket had to be ordered, 3XL.
Fourteen nameplates went out to be made, along with FA patches for velcro.
We are awaiting the EMT patches and when they come in, we will have some velcroed and distributed to those that need them.
Maxine is on vacation and unavailable till mid April. Officers have been notified.

50th (Golden) Anniversary Committee
We are in the beginning stages of putting the committee together. So far, Martha Brenner has agreed to take on the historical portion and Brian Canty has agreed to take on the entertainment portion. Others are being contacted.

Director Orr Report:
WITH THE BOWLING OUTING 10 DAYS AWAY WE HAVE 35 CHECKS BEING HELD.21 OF THE CHECKS ARE FROM MEMBERS AND 14 CHECKS ARE GUESTS. THE OUTING TAKES PLACE SUNDAY APRIL 12TH FROM 12:30 TO 2:30.

E MAILS HAVE GONE OUT ABOUT THE METS EMS DAY BASEBALL GAME. MEMBERS HAVE TILL APRIL 10TH TO HAVE THEIR CHECKS IN. TRANSPORTATION HAS BEEN DONATED BY PAUL MORI, BUSES WILL BE LEAVING BY 11AM RETURNING WHEN THE GAME ENDS.

Chief Thomas Lemp and Director Villamide-Herrera left the meeting at 2130 hours.

Vice President Axelrod returned to the meeting at 2140 hours from a call.

Vice President's Report – Alyssa Axelrod:
Medic Health consultant, Bob Nadolski has requested that we arrange a date for a site visit. In preparation, we requested that he provide us with a summary of the information he is looking to gather during the visit. He provided the following response:
Listed below is a list of a few topics I would like to discuss with members of the HCFAS leadership team.
Agenda Items
1 - General overview of HCFAS's operations
2 - HCFAS's approach to staffing and deploying EMS resources

3 - HCFAS's response and deployment plan(s)

3 - HCFAS's response plan related quality improvement efforts

4 - Exception analysis - steps HCFAS undertakes when a request for service is delayed or turned over to another agency

5 - Recent efforts HCFAS has undertaken to reduce the number of requests for mutual aid from other services.

In follow-up to the site visit request, we received the following email from Bob Nadolski on March 29th:

I was hoping to get the meeting with the HCFAS leadership scheduled onto the calendar. My schedule for April is starting to get rather congested. I have availability to spend the day with HCFAS on Wednesday - April 15th, Monday - April 20th, Friday - April 24th, Monday - April 27th, Tuesday - April 28th or Wednesday April 29th.

Do any of these dates work for HCFAS's leadership? If so please name their preferred day. If not please suggest a few alternative days and times in early May the HCFAS team would be available for a visit.

I advised Tim Glynn to pass along that the Board would be discussing the site visit request at the 4/2 Board meeting.

In follow up to the conference call between Jim Mallilo, Tim Glynn, and the consultant, Jim compiled a list of run numbers for calls that were mutual aided, as requested by the consultant for ease of data interpretation. Prior to this report, the consultant received a data set of run numbers and response times, including addresses and the nature of all HCFAS calls for 2013 and 2014. We received the following response from the consultant on March 30th.

I worked with the files over the weekend. The additional trip numbers and the disposition as a 24-S helped close some of the holes in the original data sets.

It would be helpful if we were able to obtain the complete row / line of data for each of the calls dispositioned as a 24-S rather than just the year and the run number. More specifically, in addition to the run number, we desire the following information for each 24-S call:

- Run Number
- Date
- Time of Alarm
- Any other time stamps captured for the incident - ideally, the time the call is handed off to the mutual aid partner
- Call location

All of the information requested was previously provided in the original full data sets, with the exception of the time the call was given back to MedCom to be mutual aided. According to Jim, the information we have may not be accurate in all cases, and is not always entered in the SCM system. Aside from the request for mutual aid times, the consultant is asking that we pull the data for all of the calls that were mutual aided from across the two full reports that we've provided, and collate into a new report that isolates information for calls that were mutual aided.

Old Business: None

New Business: None

Motion by David Mohr and seconded by Richard Stone to adjourn the meeting at 2145 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 13, 2015

Amended and approved: April 16, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: April 16, 2015

Members:

President Roger Winter (RW)	**ABSENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**ABSENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**1906 hours**

Guests: John Palmieri, James Mallilo, Brian Canty, Keith Rubenstein & Keith Tamayo.

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of April 2, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Chief Lemp entered the meeting at 1906 hours.

Proposals-
General Meeting Room Use Request Saturday 05/30/15 – Thomas Romano #939
American Alternative Insurance Corporation Hubbinette Cowell Associates, Inc.
Host the Huntington Hospital Chiefs and Doctors quarterly meeting
Landscaping Redesign of the Front of Building 2015
Finger Reader Purchase
When to Work (Tabled)
Host the NYS Volunteer Ambulance & Rescue Association District 7 Meeting April 21, 2015
ACLS Recertification + Capnography Classes

General Meeting Room Use Request Saturday 05/30/15 – Thomas Romano #939
Motion by Robert Franz and seconded by David Mohr to approve Thomas Romano #939 the use of the General Membership Meeting Room for his daughter's Christening Reception on Saturday May 30, 2015 from 1PM to 5PM. Set-up time will be on Friday evening 5/29/15 from 7PM to 10PM and cleanup will be after the event on Saturday until 7:00PM.
A Security deposit has been received. The calendar has no events scheduled for this date and times. Alcohol will not be served and food service will be by the member. There will be a DJ and a certificate of liability has been received from the DJ with HCFAS as additional insured. All

other insurance requirements are being waived for this event. The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room.

Note: Under the rules for general meeting room use Item 9, the board can request the member to obtain and pay for an umbrella policy covering the event.
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 7, 2015 from Hubbinette Cowell Associates, Inc. at a cost not to exceed $81,000.00 for the period 5/2/15 to 5/2/16. 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

Host the Huntington Hospital Chiefs and Doctors quarterly meeting
Motion by Chief Thomas Lemp and seconded by David Mohr to host the Huntington Hospital Chiefs and Doctors meeting on Thursday, June 18, 2015. Dinner is to be provided by HCFAS at a cost not to exceed $350.00. Dinner is to be served at 7:00 PM.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Landscaping Redesign of the Front of Building 2015
Motion by Alyssa Axelrod and seconded by Chief Thomas Lemp to enter into an agreement with Oakwood Road Nursery LTD, 223 Oakwood Road, Huntington, NY 11743 for the purpose of redesigning the landscaping for the front of HCFAS Headquarters as per quote. The cost of the project is estimated to be $2,965.00. Contact Person: Robert Bemiss, P: 631-673- 0555. Oakwood Road Nursery Ltd. must provide an acceptable Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage.
HCAD funds

Motion by David Mohr and seconded by Richard Stone to approve an amendment that an appropriate adjustment will be made for any duplication of services performed by any landscaper vendor.
Yes: RS, RF, AA, GO, LV, DM No: TL
MOTION APPROVED

Original motion as amended:
Yes: RS, RF, AA, GO, LV, DM No: TL

MOTION APPROVED

Finger Reader Purchase

Motion made by Richard Stone and seconded by David Mohr to purchase an additional Finger Reader for the Board of Directors room. The original unit was removed and repurposed for use at the rear door of the ready room some years ago. The purchase would be made through our current vendor SCM, 60 Plant Ave. Suite 2 Hauppauge, NY 11788. Contact Kevin Siegel, P: 631234-1304, kevins@firerescuesystems.com.

The cost is not to exceed $ 2245.00.

HCAD funds

Yes: RS, TL, AA, GO, LV, DM No: RF

MOTION APPROVED

When to Work

Motion by Chief Thomas Lemp, seconded by Robert Franz to purchase, a one year subscription of When to Work software. HCFAS needs try alternate methods of notifying our members when help is needed for any shift/vacancy that occurs in a real time environment to help us reduce our 24 rate. We have lost some very productive members and others are just burning out. This software package is to make all of our members aware of what shifts are in need of help on a real time basis. Currently scheduling is done thru our website and is only valid at the time it is posted, there is no automatic feedback to any of the officers if someone can fill a position, nor does the schedule show automatically if the position is filled. This software provides dynamic real time postings of vacant positions and automatic notification to the day captain or all the officers, that someone is filling a vacancy. I am proposing the purchase of the software so 325 members would be covered, this would allow for an expansion in our work force, and so long as the active membership does not exceed 325 no additional fees for service would be incurred.

The cost is not to exceed $1260.00 for a one year subscription.

HCAD funds

Motion by Chief Thomas Lemp, seconded by Robert Franz to table the motion.

MOTION APPROVED UNANIMOUSLY

Host the NYS Volunteer Ambulance & Rescue Association District 7 Meeting April 21, 2015

Motion by Robert Franz and seconded by Richard Stone to host the NYS Volunteer Ambulance & Rescue Association District 7 meeting on Tuesday April 21, 2015. Dinner is to be provided by HCFAS at a cost not to exceed $350.00. Dinner is to be arranged by Delegate Andrea Golinsky and served at 7:30 PM. Further to authorize the use of the administrative area main conference room if the general meeting room cannot be adequately divided and used because of a previously scheduled CME presentation.

HCAD funds

Yes: AA, RS, RF, GO, TL Abstain: DM, LV

MOTION APPROVED

ACLS Recertification + Capnography Classes
Motion by Alyssa Axelrod and seconded by Chief Thomas Lemp to hold two (2) AHA Advanced Cardiac Life Support (ACLS) Recertification classes in Headquarters. The first class will take place on Sunday, April 19th, 2015 from 10am to 6pm. A sign-up sheet for this class was previously posted and 8-10 members have expressed interest in attending on that date. The second class will be offered on Sunday, June 7th, 2015 from 10am to 6pm in order to accommodate providers who cannot attend the April 19th class. These classes will include additional information on capnography, and both are being offered through Heartstart Educators.

The cost of the class is based on the final number of attendees at each class as follows:
1-7 attendees - $700
Each additional student - $75

Classes will be open to non-members at a cost of $100. Non-members will pay Heartstart Educators directly.

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 $2,175 including books.
HCAD funds
Yes: AA, RS, RF, GO, TL, LV Abstain: DM
MOTION APPROVED

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

April 3, 2015 – April 15, 2015: HCAD (33) Checks Totaling $36,648.41
April 3, 2015 – April 10, 2015: HCFAS (13) Checks Totaling $11,099.77
MOTION APPROVED UNANIMOUSLY

Transfers:
None

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 04/09/15. The next meeting will be on Thursday, April 23rd at 1900.
- **Personnel Report**- Report dated April 9th was issued by the 1st deputy and given to the secretary.
- **Status for 2015**-Total calls at the end of March 2015 were 497, with 12-24's making the 24/call rate for the month of March at 2.41%. Total cum calls are 1419 with 24-24's for a 24/call rate of 1.69%.

- **<u>Building</u>**-
  - Garage doors were completed last week.
  - Sound electric fix outside lights.
  - Garage doors are being done this week
  - Moving forward with the towing company in obtaining signs. Also, working on getting the placard for members.
  - Fire Marshall came in last week to inspect our building. It was suggested that we get the second floor kitchen range cleaned. Third deputy is looking into.
  - Third deputy is setting a date to get the parking lot seal coated.
  - Alarm was installed in the BLS and ALS closets.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **<u>Vehicle Status</u>**-
  - 2-15-20 body work completed and back online.
  - 2-15-18 Fixed the starting problem back online.
  - 2-15-16 is at Sayville Ford for a hard start problem.
  - Halesite FD is selling their heavy rescue truck. The vehicle committee will look at for a replacement to our MCI vehicle.
- **<u>Issues-</u>**
  - A motion will be brought before the BOD on May 7th to purchase three Lucas devices.
  - A reminder that pets are no longer allowed in the building.
  - April 2nd members were measured for Class "A" uniforms. Over 40 members showed up to get fitted.
  - A motion for the signed agreement between five other departments and the purchase of Cyanide Antidote Kits will be submitted at today's meeting. The drug Hydroxocobalamin is use when cyanide toxicity is suspected from smoke inhalation, accidental or intentional poisoning, or mass intoxication. The price per dose is $695 and each patient may require two doses. We plan to buy a total of 16 doses, with a shelf life of 36 months, and share the cost with five other departments.
- **<u>Medical/Training</u>-**
  - PALS/PEPP class was held on April 12th. Nine members were certified.
  - A big push for all members to complete the March Blood Bourne Pathogens training by the end of April.
  - QA/QI training class was held on Saturday April 11th, topic was Abdomen. Twenty members attended.
  - Sharon Cullen had a basic class on EMT skills on April 15th. Sharon continues to holds these meetings and selects a different topic each month.
  - Ongoing progress that our first and second deputy are going through our files and updating member status. We need all members to make copies of their qualification and put into the first deputy's mailbox.
  - CPR class was held on Sunday, April 12th by Matt and Mary Sisinni.
- **<u>Misc.</u>**
  - We have formed an outreach committee to kept communications up with the community.

  - Samantha Mohr recipient of a $500 Town of Huntington Recruitment and Retention Scholarship.
- **<u>Notable Calls</u>**
  - Wednesday 2300 shift, shooting. A press conference was held on April 14th. Suffolk county Steve Bellone and the Police department had nothing but nice things to say about the squad. The conference was covered by channel 7, 12 and 1 news as well as some local papers.
- **<u>Calendar</u>**-
  - ~~April 12th- Bowling- about 30 members attended. Good time by all.~~
  - ~~April 12th- Marcie Mazzola run~~
  - ~~April 12th- MCI at St. James FD~~
  - ~~April 13th- GMM meeting~~
  - April 16th- BOD meeting
  - April 18th- Greenlawn Installation dinner standby.
  - April 23rd- Officers meeting
  - April 25th- Weight Watchers 0945
  - May 3rd- Tulip Festival
  - May 27th- Chief's Council- Melville FD

Justin Gau #1421 resignation was approved by the BOD on 4/2/15. Justin was to submit a resignation letter rather than being dropped from membership as recommended by the Officers. No resignation letter was received as promised.

Status Changes:

Number	Last	First	Day	Shift	To	From	Effective
1102	Axelrod	Alyssa	Sun	1900	Full Driver	D/T	04/09/2015

Company 8 Report distributed to the Board.

During the Chief's report, Third Deputy Chief Keith Rubenstein & New Vehicle Committee Chairperson Keith Tamayo joined the meeting and informed the BOD that Halesite FD is selling a 1988/1991 Mack SWAB Rescue Vehicle for approximately $20,000 (Listed for $25,000) which the committee feels can be used as a HCFAS MCI vehicle. Discussion followed including whether the operator has to have a CDL license to drive the vehicle, estimated cost to repaint and whether the vehicle height will clear the overhead doors. If a CDL license is not required, the committee will further discuss the purchase with Halesite.
Chief continued his report including the first quarter Company 8 report.

Cyanide Antidote Kits agreement and cost to the Squad to participate was briefly discussed.

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	Day	Membership #	Type	Dates
Daniels, Jeffrey	Sun	1358	Educational	4/12/15 - 5/15/15
Schmierer, Eric	Co. 8	909	Medical	5/4/15 - 7/4/15
Zimbardi, Marc	Sun	1401	Extended Operational	3/7/15 - 6/7/15

MOTION APPROVED UNANIMOUSLY (Note: LV out of the room)

New Members:
Note: The following motions were approved at the beginning of the meeting

Motion by David Mohr and seconded by Richard Stone to untable the motion to accept Wisner Dorce, shift: Wednesday 1100 hours.
MOTION APPROVED UNANIMOUSLY (Note: TL not present)

Motion by David Mohr and seconded by Richard Stone to table Wisner Dorce acceptance.
Yes: RS, RF, GO, AA, DM, LV Abstain: TL
MOTION APPROVED

Insurance MVAs – VFIS has paid HCFAS the following total amounts for each of these MVAs:
01-11-15 – 2-15-20 - $2,782.75
03-01-15 – 2-15-20 - $5,771.43 + $346.36
03-04-15 – 2-15-17 - $2,201.83
03-19-15 – 2-15-17 - $3,909.15

LOSAP 2014 Point Listing – The TOH Comptroller has requested a date to audit the 2014 LOSAP Point Listing. Christy Stiles will assist with the audit and the prior preparation of relocating the 2013 LOSAP documents from the committee room to the basement and filing of the 2014 LOSAP documents.

Suffolk REMSCO Award Applications – Ellen Komosinski's 4/24/14 email has a deadline date for nominees at close of business at 5PM on Wednesday May 8, 2015.

Mets Game Tickets: Hubbinette Cowell Associates sent us tickets for 2 games (4 tickets for each game plus 1 parking ticket) which will be raffled off at the April and June GMMs.

Golf Outing: The Hubbinette Cowell Associates' 30h Annual Golf Outing will be held Tuesday July 7, 2015 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.

HCFAS Scholarship application – The application has been updated for 2015. A notice and application will be put in the May Pulse and posted on the bulletin board. Applications will be on the counter above the member's mail folders and posted on the website.

FASNY - 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 during RecruitNY weekend April 25th and 26th.

President's Report – Roger Winter:

Committee List for 2015 – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

ID Badge System – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.

Fund Drive – The First of three fund drive requests have been sent out. This request had our information newsletter sent out also.

MC Alliance project: A review of the need for this service will be conducted.

Explorer Post 215 : The Post will be participating in the Active Shooter Drill this Sunday, April 12th. 1st Deputy Chief will supervise the activity. Training will be Tuesday night.

Vice President's Report – Alyssa Axelrod:

Vice President Alyssa Axelrod updated the BOD on the meeting that transpired with Newsday reporter Deborah Morris this morning. Attending the meeting were Squad Attorney Timothy Glynn, V.P. Axelrod, Chief Thomas Lemp and Andrea Golinsky.

The lead EMS study consultant has requested that we arrange a date for a site visit. In preparation, we requested that he provide us with a summary of the information he is looking to gather during the visit. He provided the following response:

Agenda Items

1 - General overview of HCFAS's operations
2 - HCFAS's approach to staffing and deploying EMS resources
3 - HCFAS's response and deployment plan(s)
3 - HCFAS's response plan related quality improvement efforts
4 - Exception analysis - steps HCFAS undertakes when a request for service is delayed or turned over to another agency
5 - Recent efforts HCFAS has undertaken to reduce the number of requests for mutual aid from other services.

The consultant has requested several days and times in early May that the HCFAS team would be available for a visit.

Director Orr Report:
Gave a report on the Bowling Event held last weekend and mentioned a proposed Square Dance.

The MET game has been postponed to a summer date due to lack of participants.

Old Business: None
Proposed Veterans plaque previously distributed by President Winter for comment. Consensus on Veterans Plague: Include only those who were in the military and then joined HCFAS and those who were members and left for the military and did not return to HCFAS because they were MIA or KIA. The President should research if the US Merchant Marines are considered part of the US Armed Forces.

Briefly discussed were the proposed EMS Study site visit and agenda items. Suggestion was made that the same members who attended the meeting with Newsday this morning also do the EMS study site visit.

New Business: None

Motion by David Mohr and seconded by Richard Stone to adjourn the meeting at 2142 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 4, 2015

Amended and approved: May 7, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: May 7, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**1906 hours**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**1904 hours**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: John Palmieri, Casey Orr, James Mallilo, Dominic Heavey, Thomas O'Leary, Keith Rubenstein and Lehti Laas

Meeting called to order at: 19:00 hours

For disposition of new members see Secretary's report.

Motion by Robert Franz and seconded by Seth Fischer to approve the minutes of April 16, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Proposals-
Untable the When to Work motion of 4/16/2015
When to Work (Withdrawn)
Annual Memorial Day Wreath Ceremony – May 24, 2015 at Town Hall
40th Anniversary Vietnam Veterans' Breakfast
Vietnam Commemorative Journal White Page Subscription
2014 Financial Statements for HCFAS and HCAD
Form 990
LUCAS 2, 2.2 Chest Compression System
Suffolk County Volunteer Firefighters Burn Center Fund Inc.
EMS WORLDEXPO Las Vegas 2015
NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show Delegates
NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show Members
NYSVA&RA Pulse Check 2015 60th Annual Educational Conference & Trade Show Advertisement
NYSVA&RA Drill Competition Trophy(s)
Pastore Donation
$25 Card Incentive for Friday and Saturday Overnight

EMS WEEK Unisex Watch 2015
Universal Partitioning Systems, Inc. Folding Wall Repairs
LUCAS 2 Comprehensive Service Contract
Motion to Reimburse Alex Klotsche Member #1363 for CPR Instructor Course
Raffles from vendors for the Open House
Standard Operating Procedure for the West End Cyanide Response Team And Mutual Aid Policy

Director Villamide-Herrera entered the meeting at 1904 hours.

Untable the When to Work motion of 4/16/2015
Motion by Chief Thomas Lemp and seconded by Gregory Orr to untable the When to Work motion presented on 4/16/ 2015.
Yes: RF, GO, AA, TL, LV, SF Abstain: DM
MOTION APPROVED

When to Work
Motion by Chief Tom Lemp, seconded by Gregory Orr to purchase, a one year subscription of When to Work software. HCFAS needs try alternate methods of notifying our members when help is needed for any shift/vacancy that occurs in a real time environment to help us reduce our 24 rate. We have lost some very productive members and others are just burning out. This software package is to make all of our members aware of what shifts are in need of help on a real time basis. Currently scheduling is done thru our website and is only valid at the time it is posted, there is no automatic feedback to any of the officers if someone can fill a position, nor does the schedule show automatically if the position is filled. This software provides dynamic real time postings of vacant positions and automatic notification to the day captain or all the officers, that someone is filling a vacancy. I am proposing the purchase of the software so 325 members would be covered, this would allow for an expansion in our work force, and so long as the active membership does not exceed 325 no additional fees for service would be incurred. The cost is not to exceed $1260.00 for a one year subscription.
HCAD funds
Motion Withdrawn

Richard Stone entered the meeting at 1906 hours during discussion of the above motion.

Annual Memorial Day Wreath Ceremony – May 24, 2015 at Town Hall
Motion by Robert Franz and seconded by Richard Stone to accept the recommendation of Chief Tom Lemp, and authorize and approve squad members to attend the annual Memorial Day wreath ceremony on Sunday May 24, 2015 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

40th Anniversary Vietnam Veterans' Breakfast
Motion by Roger Winter and seconded by Alyssa Axelrod to purchase 10 tickets or a table for the 40th Anniversary Vietnam Veterans' Breakfast at the Melville Marriott, Grand Ballroom, 1350 Old Walt Whitman Road, Melville, NY. The event is to held on Thursday, June 11, 2015 at 9:30a.m. – 12:30 p.m. Check is payable to Huntington Human Services Institute, Inc. Huntington Town Hall, Attention: Carol Rocco, 100 Main Street, Room 301 Huntington, NY 11743. A poster will announce the event to determine the available members to participate. Members are entitled to bring a guest. If more than one table of 10 signs up for the event, we will authorize that number of guests but the total cost for the breakfast will not exceed $560.00 ($28.00 per person).
HCFAS funds

MOTION APPROVED UNANIMOUSLY

Vietnam Commemorative Journal White Page Subscription

Motion by Roger Winter and seconded by Alyssa Axelrod to subscribe for a one white page Ad in the Vietnam Commemorative Journal at a cost of $100. The check will be payable to Huntington Human Services Institute, Inc. Mail to Carol Rocco, coordinator of Vietnam Affairs, Town of Huntington, Department of Human Services, Town Hall, 100 Main Street Room 301, Huntington, New York 11743. The Ad will be designed and produced by our PIO and committee members.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

2014 Financial Statements for HCFAS and HCAD

Motion by Treasurer Richard Stone and seconded by Seth Fischer, to accept the amended 2014 HCFAS Financial Statements and Supplementary Information and the HCAD Statements of Cash Receipts and disbursements for year ending 2014 financial statements as presented by Fuoco Group.

Yes: RS, DM, GO, AA, TL, LV, SF Abstain: RF

MOTION APPROVED

Form 990

Motion by Richard Stone and seconded by Robert Franz to approve the draft 2014 Form 990 as amended.

MOTION APPROVED UNANIMOUSLY

LUCAS 2, 2.2 Chest Compression System

Motion by Alyssa Axelrod and seconded by Chief Tom Lemp to purchase three LUCAS 2, 2.2 Chest Compression System from Physio Control, as outlined in quote # 1-271794719 dated 4/10/2015. One year Warranty. All training will be handled by the Second Deputy Chief and his training committee.

Pricing Summary Totals,
List Price: $46,625.00
State of NY, PC63997 Contract Discount: - $7,195.20
GRAND TOTAL FOR THIS QUOTE $39,429.80

HCAD funds

MOTION APPROVED UNANIMOUSLY

Suffolk County Volunteer Firefighters Burn Center Fund Inc.

Motion by Chief Thomas Lemp and seconded by Roger Winter to donate $300 to the one (1) dollar per member Suffolk County Volunteer Firefighters Burn Center Fund Inc. campaign.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

EMS WORLDEXPO Las Vegas 2015

Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to accept the recommendation of Second Deputy Chief Jim Mallilo and authorize and approve up to ten (10) members to attend the EMS World Expo at the Las Vegas Convention Center, 3150 Paradise Road, Las Vegas, Nevada between Thursday, September 17, 2015 through Saturday September 19, 2015 at a registration cost not to exceed $440.00 per person, (3 – 5) $310 per person, (6+) $270.00 per person. Hotel accommodations not to exceed $400.00 per person (inclusive of any taxes and fees, double occupancy is encouraged), Wednesday night, September 16, 2015 through Friday, September 18, 2015 (3 nights). Meals and incidental expenses not to exceed GSA federal government rate (as of 5/3/2015 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. All ground transportation not to exceed $160.00 per person. Members will attend a minimum of 9 educational sessions. 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 requester 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 original 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. Only actual expenses shall be reimbursed up to their approved limit and category. If possible all airfares and room expenses will be paid by an HCFAS corporate credit card.

HCAD funds

MOTION APPROVED UNANIMOUSLY

NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show Delegates

Motion by Robert Franz and seconded by David Mohr 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 will take his place) to attend the NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show from Thursday, 9/24/15 to Sunday 9/27/15 held at the Crowne Plaza, Suffern, NY. Reimbursement will consist of the course and trade show registration of $225.00 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 10/1/14) 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 (the banquet dinner deduction is $31 per person as per the 10/1/14 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 / adult team or ambulance competitions or business meetings or 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 the Saturday evening business meeting, banquet, 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 and where applicable, attach the course completion verifications received with LOSAP forms and 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 14 days of return from the conference. The educational session synopsis is due within 10 days after the session course material has been posted on the Association website. 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

NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show Members

Motion by Robert Franz and seconded by David Mohr to accept the recommendation of Second Deputy Chief James Mallilo and authorize and approve up to ten (10) members (non-delegates) to attend the NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show between Thursday, 9/24/15 through Sunday 9/27/15 (3 nights) held at the Crowne Plaza, Suffern, NY. Reimbursement will consist of the course and trade show registration of $225.00 per person (group package for 6 - $1,125.00 or $187.50 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 10/1/14) less 25% for travel days plus mileage and tolls. A squad vehicle may be requested from the Chief in lieu of the mileage reimbursement (group travel is encouraged). There will no reimbursement for meals which are included as part of the conference cost (the banquet dinner deduction is $ 31.00 per person as per the 10/1/14 GSA breakdown) and alcoholic beverages will not be reimbursed. Members will attend a minimum of 3 educational sessions each day plus the Saturday evening memorial service and banquet and the Sunday morning educational presentation. A listing of the sessions attended and any course completion verifications 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 which will be given to the Second Deputy Chief within 14 days after returning from the conference or within 10 days after the educational course material has been posted on the Association website whichever is later (the attendee may be asked by the Second Deputy Chief to write a test on the comprehensive report). 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 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 14 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

NYSVA&RA Pulse Check 2015 60th Annual Educational Conference & Trade Show Advertisement

Motion by Robert Franz and seconded by Chief Thomas Lemp, 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 2015 60th Annual Educational Conference & Trade Show journal at a cost not to exceed $200. Ad will be similar to the ad placed in 2014 journal, to be reviewed by the President and Andrea Golinsky.

HCFAS funds

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 or a youth trophy(s) for the 2015 NYSVA&RA Drill Competition at a cost not to exceed $ 300.00. NYSVA&RA District 7 Delegate Andrea Golinsky or her designee will be responsible to submit the trophy sponsor reservation form to the NYSVA&RA.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Pastore Donation

Motion by Chief Thomas Lemp, seconded by Alyssa Axelrod to make a donation of $250 to the Pastore family, Ex-Chief of Huntington Manor Fire Department, to help offset some of the medical costs for their daughter Melissa who is dying of leukemia. Membership will vote on the motion if there is a quorum at the next general membership meeting.

Dues funds

Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to move the motion.

2/3 approval required

Yes: TL No: AA, RS, RF, GO, DM Abstain: LV, SF
MOTION NOT APPROVED to move the motion

Motion by David Mohr and seconded by Gregory Orr to change the funds from HCFAS funds to Dues funds.
Yes: RS, SF, LV, DM, TL, GO No: RF Abstain: AA
MOTION APPROVED (Note: change to "Dues funds" made above)

On the motion:
Yes: RS, SF, LV, DM, TL, GO, AA No: RF
MOTION APPROVED

$25 Card Incentive for Friday and Saturday Overnight.
Motion by Chief Thomas Lemp and seconded by Alyssa Axelrod, to authorize the purchase of up to 14 cards per week (7 per each day) for the purpose of providing incentives to members filling open Friday and Saturday overnight shifts from 2300 to 0700 hours. Cards will be in the amount of $25 and will be awarded to members that complete the full overnight shift. The Company 6 and 7 Captain's will be authorized to approve up to 2 Crewleaders, 2 Drivers, 1 Dispatcher, 1 ALS Provider and 1 First Aider to receive a card. The Captains will be responsible for the distribution of these cards, and they must also forward a spread sheet signed and dated by each member and approved to the treasurer each week. Members, including Company 8 personnel, may not use this overnight shift to fulfill their weekly or monthly commitment. The success of this initiative will be reviewed at the end of August, and the results will be used to determine the value of continuing this incentive. The Chief will provide a monthly status report at the Board of Directors meeting.
Note: This motion will supersede the motion dated February 5, 2015 titled "Food Incentive for Friday and Saturday Overnight."
HCFAS funds

Motion by David Mohr and seconded by Chief Thomas Lemp to move the motion.
2/3 approval required
Yes: SF, LV, DM, TL, GO, AA, RS No: RF
MOTION APPROVED to move the motion

On the motion:
Yes: SF, LV, DM, TL, GO, AA, RS Abstain: RF
MOTION APPROVED

EMS WEEK Unisex Watch 2015
Motion by Chief Thomas Lemp and seconded by Gregory Orr to accept the recommendation of the EMS week committee and Chief Thomas Lemp for the purchase of 300 unisex watches as a gift to each member on EMS week. A total of 300 unisex watches would be ordered at a price of $3,660, plus a set up charge of $50, watch box $225.00 plus freight charges. The total cost is NTE $5000. The vendor is All American Awards and Uniforms, Inc., 331 Knickerbocker Ave, Bohemia, NY 11716. The contact person for HCFAS is Andrea Golinsky.
HCFAS funds

Motion by David Mohr and seconded by Chief Thomas Lemp to move the motion.
2/3 approval required
Yes: SF, LV, DM, TL, GO No: RF, AA, RS
MOTION NOT APPROVED to move the motion

On the motion:
MOTION APPROVED UNANIMOUSLY

Universal Partitioning Systems, Inc. Folding Wall Repairs
Motion by Roger Winter and seconded by David Mohr to enter into a contract with Universal Partitioning systems, Inc. to repair and provide maintenance on our folding wall system located in our second floor General Meeting Room. The work to be performed as outlined in the proposal provided by George Caver, C:516-457-2527, P: 516-349-7466, F: 516-349-5930, e-Mail: GMC2121@aol.com. Cost of the total repair not to exceed $3,490.00. . Insurance certificates from Universal Partitioning Systems, Inc. withhold harmless agreement is required with HCFAS named as additional insured. All repairs are fully warrantied for one (1) year.
HCAD funds
MOTION APPROVED UNANIMOUSLY

LUCAS 2 Comprehensive Service Contract
Motion by Alyssa Axelrod and seconded by Chief Thomas Lemp to purchase Comprehensive Service Coverage for three LUCAS 2 Chest Compression Systems, as per Quote #327 provided by Physio-Control.

LUCAS 2 Chest Compression System Comprehensive Service includes:
- Inspections at intervals set forth on Schedule A
- Parts and labor necessary to restore Covered Equipment to original specifications, subject to Exclusions
- Replacement of one (1) LUCAS 2 battery every three (3) years for each LUCAS 2 listed on Schedule A, or upon battery failure
- Cleaning of the hood and bellows exterior
- Replacement of suction cup and patient straps, if necessary
- Updates installed at no additional cost, provided such Updates are installed at the time of regularly scheduled services. If parts must be replaced to accommodate installation of new software, such parts may be purchased at a rate of 30% off the then-current list price

The extended service contract will upgrade our warranty year to include on-site service. Payments will begin one year after purchase of the units and we will be billed annually for $3,952.50 in years two, three, four and five. In total, we will be covered for five years after purchase of the units. Total cost not to exceed $15,810.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Motion to Reimburse Alex Klotsche Member #1363 for CPR Instructor Course

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the recommendation of Second Deputy Chief Jim Mallilo and reimburse Alex Klotsche upon successful completion of an Instructor Course for BLS CPR/AED for Healthcare Providers. The course is offered by HeartStart Training, an authorized AHA training center, and is scheduled for June 20th, 2015 in Valley Stream, NY. Upon completion of the coursework, HeartStart requires that students be observed teaching a class in order to receive their certification. The cost of the class, including all materials, is $380. Following receipt of his certification, Alex has agreed to teach 4 CPR classes per year at the request of HCFAS, either in HCFAS headquarters or off-site.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Raffles from vendors for the Open House

Motion by Chief Thomas Lemp and seconded by Robert Franz to authorize and approve the solicitation of raffles from local vendors for prizes at the HCFAS Open House on Sunday May 17, 2015.

MOTION APPROVED UNANIMOUSLY

Note: The following motion was approved under the Chief's Report

Standard Operating Procedure for the West End Cyanide Response Team And Mutual Aid Policy

Motion by David Mohr and seconded by Chief Thomas Lemp to authorize the Chief to sign the Cyanide Response Team and Mutual Aid Policy pending our attorney's approval.

See below for the *Standard Operating Procedure for the West End Cyanide Response Team And Mutual Aid Policy.*

MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:

Motion by Richard Stone and seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions April 16, 2015 - May 7, 2015.

HCAD (57) Checks Totaling $75,632.19

HCFAS (8) Checks Totaling $7,292.14

MOTION APPROVED UNANIMOUSLY

Transfers:

On 4/30/15 Funds Transfer of $200,000.00 From HCAD Savings Acct to HCAD Checking Acct.

On 5/1/15 Wired Bond Interest Pmt $25,685.63.

Chief's Report – Thomas Lemp:

- **<u>Officer's Meeting</u>**- The last Officers meeting was held on 04/23/15. The next meeting will be on Thursday, May 14th at 1900.

- **<u>Personnel Report</u>**- Report dated April 23th was issued by the 1st deputy and given to the secretary.
- **<u>Status for 2015</u>**-Total calls at the end of April 2015 were 489, with 7-24's making the 24/call rate for the month of March at 1.43%. Total cum calls are 1908 with 31-24's for a 24/call rate of 1.62%.
- **<u>Building</u>**-
  - Leak in 2nd floor men's room- Dependable coming in today to fix.
  - Kitchen range vents cleaning- MCN duck cleaning will be in next week.
  - Order was placed with the towing company awaiting signs. Also providing us on insurance certificate.
  - Landscape front- Thank-you Roger
  - Freezer in 2nd floor need repair- 2-15-33 looking into
  - Third deputy is setting a date to get the parking lot seal coated.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **<u>Vehicle Status</u>**-
  - 2-15-18 Leak in Oil Coolant System- getting quotes to repair.
  - 2-15-20 Low voltage causing alarm to sound- Need Proliner to repair
  - 2-15-17 Will be going to Proliner on 5/18/15 to repair front
  - 2-15-80 Internal light needs to be turned off manually.

  <u>Issues-</u>
  - Who repairs the key locks?
  - Status on the Grant Committee.
  - Benevolent
  - 50th Anniversary Chair- David Mohr will be Chairman
  - Picnic
  - Chiefs/Present photos
  - Coffee Machine
  - 1st quarter Admin report.
  - Status of the Cyanide Antidote Kits
- **<u>Medical/Training</u>-**
  - QA/QI training class will be held on Monday May 18th, topic will be Trauma
  - Sharyn Cullen had a basic class on EMT skills on May 20th. Topic this month is assessments.
  - May's monthly training is Triage-ICS
  - Ongoing progress that our first and second deputy are going through our files and updating member status. We need all members to make copies of their qualification and put into the first deputy's mailbox.
- **<u>Misc</u>**
  - The Weight watchers program has already started and in the first week the group has lost over 130 pounds. Thank-you Joanne Cunningham for putting the program together.
  - The order for the Class "A" uniforms have been placed
  - Badges- An updated list was provided and given to Roger to order.
- **<u>HCFAS Open House</u>**
  - May 16th- Vehicle cleaning detail

  - May 17^{th}- Open house
  - Flyers were order and should have next week to distribute.
- **Meetings-**
  - May 6^{th}- Huntington FD
  - May 7^{th}- BOD
  - May 11^{th}- GMM
  - May 14^{th}- Officers
  - May 18^{th}- Chief's council- Northport FD
  - May 19^{th}- Albany EMS Dedication
  - May 20^{th}- Ambulance Chief's meeting- Islip
  - May 21^{st}- BOD
  - Mar 24^{th}- Memorial ceremony – Town Hall
  - May 27^{th}- EMS Study
  - May 28^{th}- Officers
- **Parades**
  - May 25^{th}- Memorial day
- **Standbys**-
  - May 2^{nd}- WLvac- 0700
  - May 3^{rd}- Tulip Festival -1100
  - May 6^{th}- Huntington Manor FD Yaphank- 1930
  - May 9^{th}- Vehicle Tournament- Northport- 0900
  - May 16^{th}- MCI Black Swan- 0730
  - May 17^{th}- Lloyd Neck 5K run- 0900
  - May 17^{th}- Huntington FD Yaphank- 0900

Status Change:

Number	Last	First	Day	Shift	To	From	Effective
1441	Martinez	Beatrice	Sun	1100	Dispatcher	D/T	04/23/2015
1267	Ladd	Jennifer	Mon	2300	Co. 8	Mon	04/23/2015 With supporting letter

Letters of Intent:
Carolyn Corkett #1374

Director Mohr left the meeting at 2107 hours.

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

Name	Day	Membership #	Type	Dates
Newman, Spencer	Co. 8	1082	Extended Medical	3/1/15 – 6/1/15
Schramm, MaryAnn	Wed	595	Operational	4/15/15 – 7/15/15

Tedone, Christine	Fri	677	Extended Medical	10/10/14 – 4/10/15

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note
D'Antonio, Thomas	Tues	1006	4/21/15	From a Medical
De Wan, Mary	Sun	436	4/19/15	From an Extended Operational
Nappi, Joseph	Tues	753	3/3/15	From an Operational
Roach, Sheryl	Co. 8	1253	4/21/15	From an Operational
Tedone, Christine	Fri	677	4/14/15	From an Extended Medical
Winter, Mary	Tues	485	3/9/15	From an Extended Operational
Woznick, Mary Jane	Tues	769	3/3/15	From an Extended Operational

Status Change:

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant the following Status Change: Operational Medical LOA to Administrative for Christine Tedone, member #677 effective 4/14/15. Christine will be assisting the Secretary with member correspondence and the 2nd Deputy with filing.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant the following Status Change: Operational to Inactive 20 year exempt for Vito Reciniello, member #659 effective 5/7/15.

2/3 approval needed

Yes: RS, RF, SF, GO, TL, LV Abstain: AA

MOTION APPROVED

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant the following Status Change: Administrative to Operational (Dispatch Only on Thursday 1900) for Sara Manning, member #1345 effective 4/16/15.

MOTION APPROVED UNANIMOUSLY

Dropped:

Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for failure to fulfill shift requirements Laurie Hoffmann, member #1243, effective 5/7/15.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for failure to fulfill shift requirements probationary member Olatokunbo Oke, member #1424, effective 5/7/15.

MOTION APPROVED UNANIMOUSLY

Untable the motion to accept Wisner Dorce.
No motion was made

LOSAP 2014 Points - The 2014 LOSAP Records Listing was approved by the Huntington Town Board on April 21, 2015. In compliance with General Municipal Law, this approved listing was returned to the Squad and is posted on the bulletin board for a mandatory 30 day period. It was requested that each member review the information next to their name and report any changes in writing to the President. Each reported change must be clearly identified and explained. Verification of the member's legal name was also requested.

2015 HCFAS Scholarship – Deadline June 1 - A notice and application form was included in the May Pulse and posted on the bulletin board and the Squad's website.

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

Legislative Day in Albany was attended by Bob Franz, Pete Nakelski and myself and Tom Cronogue of Wyandanch/ Wheatley Heighs Vol. Amb. We attended the Association board meeting Sunday April 26th to review the 2015 legislative agenda for the next day in Albany. We also discussed PulseCheck updates and the move to the new office on Weston Avenue in Albany.

Monday April 27th beginning at 9 AM – orientation as to meetings to attend with various attendees.

Beginning at 9:30AM - meeting were held with the following legislators or their aides:
1st Senatorial District Kenneth LaValle (Mt Sinai)
2nd. Senatorial District Senator John Flanagan) (Smithtown)
3rd Senatorial District Thomas Croci (Hauppauge)
4th Senatorial District Senator Phil Boyle (Babylon)
5th Senatorial District Carl L. Marcellino (Huntington/Oyster Bay)
7th Senatorial District Jack Martins (Garden City Park) Nassau
2nd Assembly District Anthony Palumbo (Riverhead)
4th Assembly District Steven Englebright (East Setauket)
6th Assembly District Philip Ramos (Brentwood)
8th Assembly District Michael Fitzpatrick (Smithtown)
10th Assembly District Chad Lupinacci (Huntington Station)

11th Assembly District Kimberly Jean Pierre (Lindenhurst)
12th Assembly District Andrew P. Raia (Northport)
13th Assembly District Charles Lavine (Glen Cove)

NYSVA&RA 2014 agenda advocated for the following:

Municipal Ambulance Service Certificate of Need (CON) – Senate Bill S3354 (Little) / A2185 Gottfried & S3500Little/A1175 Cahill

.Opposed this bill which will allow a municipality (including fire districts) to start an ambulance service without ever having to prove that there was a need to do so.

Fire Department Ambulance Billing (GML 209 b) – Senate Bill S1914 (Little) / Assembly Bill A3721 (Brindisi)

Opposed this bill which would prohibit Medicare from paying for Paramedic Intercepts in rural areas in NYS.

Direct Insurance Reimbursement- Senate bill # S1764 (Seward) / Assembly BillA6195 (Roberts)

Provides for insurance companies to reimburse EMS providers directly rather than patients.

Dual Signature payments- Senate bill # 1763 (Seward) / Assembly bill # A3707 (Pretlow)

Provides for insurance companies to issue checks requiring endorsements of both the EMS provider and the patient.

Ambulance Worker Background Checks – Assembly Bill A 3590 (Skoufis)

NYSVARA is advocating for legislation that would require prospective volunteer ambulance workers to authorize a background check for sex offense convictions if the individual wishes to proceed with his or her application. Additionally, to allow individual ambulance companies to determine if the prospective volunteer shall be eligible to become a volunteer member of such ambulance company if a sex offense is found.

Enabling Community Paramedicine

Community Paramedicine is the provision of healthcare using patient-centered, mobile resources in the out-of-hospital setting. Currently, New York State law does not specifically authorize the practice of Community Paramedicine. This can be rectified by amending PHL Article 30, authorizing emergency medical services personnel to operate in non-emergency and out-of-hospital settings.

Workers Compensation/VAWBL Reform

Reform the Volunteer Ambulance Workers Benefit Law so as not to punish EMS agencies comprised of both compensated and volunteer personnel.

Currently these combination organizations are paying workers compensation premiums twice; once for the volunteer personnel and again for the career staff. This creates an added cost for having volunteer personnel, and is detrimental to their continued existence.

Ambulance Subscription Program

New York's non-profit community-based ambulance services provide critical emergency response and medical transport services that rely on philanthropic charitable donations to provide the financial means to operate. When called, non-profit ambulance service providers transport

ALL patients, without any regard to or knowledge of a patient's ability to pay. Philanthropy provides the fundamental means of a non-profit ambulance provider to fulfill its mission to the community and covers the transport costs for an individual that does not have any insurance or has reduced insurance reimbursements from public insurance programs (such as Medicare and Medicaid).

We were invited to attend the afternoon Assembly session where we had photos taken and was introduced to the Assembly Speaker and the Assembly. Assemblymen Andrew Raia and Chad Lupinacci spoke of the work of the volunteers of Huntington Community First Aid Squad. Chad spoke of his family history with the squad and Andy spoke of the dangers that face our volunteers in the field such as the CO call that took the life of a restaurant manager and sent many people to the hospital including members of the first responding crew. He mentioned that one of the first responders affected was the mother of his legislative aide.

On the floor of the Assembly we had a chance to have a further discussion with Assemblyman Anthony Palumbo who is contemplating a run for Suffolk County Executive against SC Ballone.

Andrea Golinsky report-

At the April meeting of the **Huntington Station Business Improvement District**, Ryan Porter of **Renaissance Downtowns** gave an update on the progress of the hotel/office building to be constructed at the commuter parking lot next to our building. He explained the Community Benefit Agreement (CBA) that was presented to the Town of Huntington. The purpose of the CBA is to insure that 25% of the construction jobs, contracting opportunities and permanent jobs go to local community members. A part of the CBA also included community programs for which an advisory committee is to be set up by the Town. This advisory committee will set the spending of funds for the benefit of the community.

On April 16th Renaissance Downtowns had submitted a SEQR study to the Town. It will be accepted by the Town Board on April 21st as which time it becomes a public document. Public hearings will then be scheduled. We should be sure to attend these meetings.

Ryan Porter stated Renaissance is working with the Town of Huntington and Suffolk County to get sewers installed on New York Ave. south of the LIRR tracks.

The main construction sites are the 140 room hotel, the 100,000 square foot office building and the 14 artist’s lofts that are to be built along New York Ave.

Renaissance Downtowns is still working on getting the deed for the strip of land along the west side of New York Ave, which is owned by New York State DOT, transferred to the Town and then become part of the hotel construction site. They are still working on getting a tenant for the office building. At this point it appears that it will be one tenant, a “large hospital system” as described by Mr. Porter.

Work is being done along with LIRR to redesign the commuter parking lots. It was stated that the present parking lots were poorly designed and reconfiguring them would allow for spaces that will be lost to the construction.

Mr. Porter stated that the Squad would be sharing 50 parking spaces at the office building parking lot with the commuters. This figure was arrived at by the information we provided to them and a study done by them of the times of usage by the commuters.

We are still pursing the possibility of getting more designated spaces for our members.

President's Report – Roger Winter:

- Work has been started on the redesign of the front landscaping. I will be checking on the work with Bob Beamus of Oakwood Gardens.

- Veterans Plaque – I have asked for quotes and design of the Plaque from Supreme Trophies, Artplak and Colorfully Yours.

Committee List for 2015 – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

ID Badge System – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.

Fund Drive – Donations as of 5/6/2015 – 1122 donations, $44,062.44.

MC Alliance project: A review the need for this service will be conducted.

Explorer Post 215 :
Upcoming events for May:
Saturday, May 2nd - 10-12pm - Hands on Training
Tuesday, May 12th - 7:30-9:00pm - GMM/Guest speaker/Self Defense Class - Be on time & Bring your permission slips signed by your parent!
Saturday, May 16th - 10-12pm - Hands on Training - Preparing for EMS Week Open House!
Sunday, May 17th - EMS Open House 12:30pm-4pm - Everyone needed for set up, running games, demonstrations, & clean up
Saturday, May 30th - MCI Drill - Times to be announced but will start early!

Hold the Date:
The June GMM will be changed from June 9th to Thursday, June 11th. We will be having the K-9 crew come in for a lecture & demonstration. This was a great event last year that everyone enjoyed so I hope you will all be able to be there.

Review Trainings:
The April Review Training is on line. Please complete any outstanding trainings that you have. Any questions as to what you are missing?- email me.
They are all required, but March is mandated by the Department of Health. Make sure to hand that in tomorrow if you have not done so already.

Dominic will run tomorrow's training. See you all on Tuesday May 12th!

Director Villamide-Herrera:
The grant committee is preparing a recommendation to engage the Grant Guys to prepare a FEMA AFG FY2015 grant proposal for submission in Fall 2015. The committee has engaged 2 other in-state companies to assess their ability to deliver a proposal suited to match HCFAS

needs while being considered competitive. The recommendation will include the criteria for recommendation selection.

The Grant Committee would like to move forward a motion at the next BOD meeting to retain the Grant Guys with the appropriate justification.

Old Business:
- **Drug Policy-** No update provided
- **Uniform Code-** No update provided
- **Paramedic Proposal –** Chris Evers is on Board. I am looking for one outside advisor and one Chief Officer to round out the committee.

New Business: None

Motion by Chief Thomas Lemp and seconded by Robert Franz to enter into Executive Session at 2143 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 2220 hours.

Motion by Richard Stone and seconded by Chief Thomas Lemp to adjourn the meeting at 2220 hours.
MOTION APPROVED UNANIMOUSLY

Standard Operating Procedure for the West End CR Team And Mutual Aid Policy

The following Departments have entered into an agreement for the purchasing of Hydroxocobalamin (Cyanide Antidote kits) and a mutual aid policy to get the kits to the departments' 13/35. Each department will carry three kits. (Halesite FD, Huntington FD and Huntington Manor FD cannot carry the medicine. HFD and HMFD activate HCFAS on a 13/35 and Halesite would activate CSHFD, HCFAS or CFD on a 13/35). Melville FD has already purchased three kits

Activation of 13/35
If there are currently no patients, or confirmed occupants in the structure only a single department will respond with their CR kit. In the case of Halesite FD, which doesn't have ALS, they can 24 one of the other departments for an ALS ambulance with the CR kit.

In the case of confirmed patients and/or occupants in the structure, the department where the 35 is occurring will notify FRES of the 35 and to "activate the West End CR Team" (Cyanide Response Team) FRES would then activate HCFAS, MFD, CFD and CSHFD. The Fire

Coordinators will also advise FRES when they give their signal 2 to make sure that the CR team has been activated.

Once activated those departments will respond directly to the scene and “drop” their kits with the ALS provider on the scene. The mutual aided department would then leave. If, in the event that there is no ALS provider on scene, the first ALS unit on scene will stay until relieved by the lead departments ALS provider. In addition, if there are multiple patients then all responding ALS units will stay and treat the patients on an as needed basis.

Fire Command and the ALS providers can make the decision to limit the response of all the ALS units based on the situation of the fire.

Upon completion of the alarm the departments’ will redistribute the kits back to the other departments’.
In the event of a use of the kits the department using the kits will be responsible to replace two doses. If more than two are used then the cost will be divided among all the departments.

Department	**Chief’s Sign and Date**
Huntington Community First Aid Squad Chief Tomas Lemp	
Huntington Manor Fire Department Chief Frank McQuade	
Huntington Fire Department Chief Robert Berry	
Melville Fire Department Chief Michael McKeefrey	
Centerport Fire Department Chief Brian Mark	
Cold Spring Harbor Fire Department Chief Peter Como	
Halesite Fire Department Chief Dan McConnell	

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: May 17, 2015

Amended and approved: May 21, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: May 21, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**2020 hours**
Loreley Villamide-Herrera (LV)	**2020 hours**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Andrea Golinsky and Keith Tamayo

Meeting called to order at: 19:00 hours

Motion by David Mohr and seconded by Chief Thomas Lemp to approve the minutes of May 7, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Presentations:
- **Renaissance Downtown (RXR)** – Report by Andrea Golinsky

President Winter left the meeting at 1930 hours during the Renaissance Downtown (RXR) presentation.

- **New Vehicle Committee 2-15-89 replacement options presentation** - Keith Tamayo

For disposition of new members see the Secretary's Report.
Chief Lemp left the meeting at 2015 hours and GO and LV arrived at 2020 hours.

Proposals-
Annual Inspection & Installation Dinner 2016
Square Dancing Event
Driftwood Day Camp

Annual Inspection & Installation Dinner 2016
Motion by David Mohr and seconded by Seth Fischer 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 on Saturday, February 20, 2016 from 6:00 PM to 12:00 AM with a minimum guarantee of 300 people at a cost not to exceed $102.00 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

Square Dancing Event
Motion by Gregory Orr and seconded by Seth Fischer to hold a square dancing event at HCFAS headquarters on Saturday, June 27th from 7pm to 10pm. Jim Emory will be running the event at a cost of $300. Food and beverages will be provided, including beer, wine and soda. Beer and wine will be self-serve and a one-day liquor license will be purchased. Members and family members must be 21 years old to attend. The cost per attendee will be $10. HCFAS members that attend will have their checks returned to them; guest checks will be deposited regardless of attendance. Total cost not to exceed $750. Special events committee chair, Brian Canty will be the TIPS certified bartender for the event.
HCFAS funds
Yes: AA, GO, SF, DM, RS, LV No: RF
MOTION APPROVED

Driftwood Day Camp
Motion by Seth Fischer and seconded by David Mohr to enter into a contract with the Driftwood Day Camp for the purpose of the HCFAS picnic. Huntington Community First Aid Squad (HCFAS) will rent the facilities of Driftwood Day Camp (DDC) on July 18, 2015. HCFAS will arrive at 9:30am and leave about 5:00pm on Saturday July 18, 2015. HCFAS will utilize DDC facilities and DDC will run all activities and events of the picnic.
The use of the swimming pool is included. A lifeguard will be present. Driftwood Day Camp will provide a total of 8 lifeguards/specialists. All services are outlined in the agreement dated 5/1/2015, Mike Wagenberg, Owner/Director
HCFAS will provide a certificate of insurance naming Driftwood Day Camp as an additionally insured party.
To indicate acceptance of the contract a fee of $1,800.00 will be paid to DDC. A non-refundable deposit of $500.00 is due upon signing. The balance of payment is due on 7/18/2015.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions May 7, 2015 - May 21, 2015.

HCAD (30) Checks Totaling $40,511.37
HCFAS (6) Checks Totaling $4,103.49
MOTION APPROVED UNANIMOUSLY

Transfers: None

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 05/14/15. The next meeting will be on Thursday, May 28th at 1900.
- **Personnel Report**- Report dated May 14th was issued by the 1st deputy and given to the secretary.
- **Status for 2014**-Total calls at the end of April 2015 were 489, with 7-24's making the 24/call rate for the month of April at 1.43%. Total cum calls are 1908 with 31-24's for a 24/call rate of 1.62%.
- **Building**-
  - ~~Leak in 2nd floor men's room completed by Dependable~~.
  - Kitchen range vents cleaning- MCN duck cleaning will be in next week.
  - Order was placed with the towing company signs came in yesterday.
  - Freezer in 2nd floor need repair- 2-15-33 waiting on vendor to get back.
  - Third deputy is setting a date to get the parking lot seal coated.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
  - 2-15-18 Leak in Oil Coolant System- getting quotes to repair.
  - ~~2-15-20 Low voltage causing alarm to sound- Need Proliner to repair- **completed.**~~
  - 2-15-17 will be going to Proliner to repair front.
  - 2-15-17 and 2-15-82 were in an accident last Friday.
  - ~~2-15-80 Internal light needs to be turned off manually- **completed**~~

  Issues-
  - Status on the Grant Committee.
  - Benevolent (Mayer).
  - 50th Anniversary Chair
  - Picnic- reserved placed July 18th
  - Chiefs/Present photos
  - 1st quarter Admin report.
  - Status of the Cyanide Antidote Kits
  - On-Line Duty Tour Scheduling
- **Medical/Training-**
  - QA/QI training class was held on Monday May 18th, topic will be Trauma
  - Sharon Cullen had a basic class on EMT skills on May 20th. Topic this month is assessments.
  - May's monthly training is Triage-ICS
  - May 31 CME class 11AM
  - Next RTE/CPR class will be taught by Tom Lemp starting 7/8/15.
  - Ongoing progress that our first and second deputy are going through our files and updating member status. Status has been posted in ready room

- **Misc**
  - Congratulations to Fiona Witkowski for her contribution to EMS in the Suffolk Region, the council is honoring her with BLS provider of the Year.
  - Congratulations to HCFAS with Honorable Mention Award for Agency of the year.

  - EMS week letter from Robert Delagi.
  - Beach Stickers are being handed out.
  - The order for the Class "A" uniforms have been placed. Andrea stated it will take 9-10 weeks.
  - Badges- An updated list was provided and ordered by Roger.
- **<u>HCFAS Open House</u>**
  - Great job on the open house. Thanks to all member who made this possible.
  - ~~May 16th- Vehicle cleaning detail~~
  - ~~May 17th- Open house~~
  - ~~Flyers were order and should have next week to distribute.~~
- **<u>Meetings-</u>**
  - ~~May 6th- Huntington FD~~
  - ~~May 7th- BOD~~
  - ~~May 11th- GMM~~
  - ~~May 14th- Officers~~
  - ~~May 18th- Chief's council- Northport FD~~
  - ~~May 19th- Albany EMS Dedication~~
  - ~~May 20th- Ambulance Chief's meeting- Islip~~
  - May 21st- BOD
  - Mar 24th- Memorial ceremony – Town Hall
  - May 27th- EMS Study
  - May 27th- QA/QI meeting Dr. Shah 1300
  - May 28th- Officers- will be canceling
  - May 28th- Chief's council meeting 1900
- **<u>Parades</u>**
  - May 25th- Memorial day- Breakfast 0900, picture 1030, and parade starts 1130. Sign-up sheet posted in ready room
- **<u>Standbys</u>**-
  - ~~May 2nd- WLvac- 0700~~
  - ~~May 3rd - Tulip Festival- 1100~~
  - ~~May 6th- Huntington Manor FD Yaphank- 1930~~
  - ~~May 9th - Vehicle Tournament- Northport- 0900~~
  - ~~May 16th- MCI Black Swan- 0730- Did not attend~~
  - ~~May 17th- Lloyd Neck 5K run- 0900~~
  - ~~May 17th- Huntington FD Yaphank- 0900~~
  - May 22-24 - Huntington YMCA
  - May 30th- South Huntington 5K run.

Chief electronically sent all the members an EMS Week thank-you letter.

<u>Status Changes:</u>

Number	Last	First	Day	Shift	To	From	Effective
1451	McGlone	Bill	Sat	1500	Sun	1500/1900	04/14/2015
1397	Aviles	Lauren	Sun	0700	Sat	0700	04/14/2015

1261	Quigley	Tim	Sun	2300	CO 8	N/A	04/14/2015
1446	Waldron	Henry	Wed	1100	D/T	N/A	04/14/20105
485	Winter	Mary	Friday	1500	Dispatcher	Driver	04/14/2015

<u>Overdue Return to duty:</u>

Number	Last	First	Day	Shift	RTD Date	Type
959	Lupo	James	Thru	0700	4/28/15	MLOA
930	Barker	Nancy	Mon	1900	5/11/15	OLOA
740	Reciniello	Patricia	Sun	1900	5/01/15	MLOA

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

Name	**Day**	**Membership #**	**Type**	**Dates**
Burns, Eileen	Sunday	767	Extended Medical	4/24/15 – 7/24/15
Cortes, Israel	Friday	1174	Operational	3/8/15 – 6/8/15
Gander, Joseph	Wednesday	1166	Medical	5/6/15 – 8/6/15
Miller, Chelsea	Saturday	1321	Educational	6/1/15 – 9/7/15
Rudden, Kyle	Company 8	1288	Extended Operational	4/10/15 – 7/10/15

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	**Day**	**Membership #**	**RTD Date**	**Note**
Allsopp, Jenna	Mon	1310	5/1/15	From an Extended Medical
Sobina-Mills (Baldwin), Candace	Wed	1362	4/29/15	From an Operational
Steenson, Elizabeth	Tues	820	5/1/15	From a Medical to Dispatch only
White, Tiffany	Wed	1259	4/29/15	From an Operational

Note: Anne Gabriel # 919 went from a Medical Dispatch only to full riding as of 4/29/15.

New Members:
Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept David Baez Jr. as a new probationary member #1455, Shift Sunday 1500 in accordance with Article III, Section 2 of the By-Laws.

Motion by David Mohr and seconded by Richard Stone to table the motion.
Yes: RS, AA, DM, RF No: SF, TL
MOTION APPROVED to table

Chief Lemp left the meeting at 2015 hours.

Director Villamide-Herrera and Director Orr entered the meeting at 2020 hours.

Motion by Seth Fischer and seconded by David Mohr to accept Maria Aviles as a new probationary member #1455, Shift: Friday 1500 in accordance with Article III, Section 2 of the By-Laws. An exception to the reference requirement as to family members of the applicant in the squad providing a reference was made.
Yes: DM, AA, SF, RS No: RF Abstain: LV, GO
MOTION APPROVED

Dropped:
Motion by Robert Franz and seconded by Richard Stone to drop from membership for failure to fulfill shift requirements Carolyn Corkett, member #1374, effective 5/21/15.
MOTION APPROVED UNANIMOUSLY

Insurance
MVA 2-15- – Ambulance came in contact with a pick up truck's mirror on 5/13/15. Motorized mirror is now inoperable and has to be replaced at estimated cost of $500 including installation. HCFAS will pay this direct and not report incident to insurance company.
MVA 2-15-17 and 2-15-82 – While repositioning the ambulance at a scene, 2-15-17 struck 2-15-82. Estimate of damages has not been received but damage to both vehicles do not appear to be minor. I recommended that the Chief contact our body shop for an estimate since the third deputy is out of the country and will not return until 5/22/15. This will probably be reported to our insurance company because of the extent of the damage.

2014 HCFAS Scholarship – Deadline June 1 - A notice and application form was included in the April and May Pulse and posted on the bulletin board and the Squad's website. As of today I have received one application.

NYS EMS Memorial Dedication Service Albany, NY on May 19, 2015 – The number of agencies sending representatives and vehicles to this event gets larger each year. As usual it was a very moving ceremony. Two names were added to the Tree of Life. I wish to thank the board and officers for your support and participation in this event. A copy of the program is posted on the bulletin board. This event also provided an opportunity to educate NYS legislators regarding upcoming bills.

Suffolk REMSCO Meeting May 12, 2015 – Bob Franz

Copies of the meeting agenda and notations were distributed to the President and Chief and posted on the bulletin board.

Award Presentations:

Life Saver Award - Cutchogue FD

Gold Medal Award - Riverhead Vol Ambulance Corps 1319 Citizens Trained

Bronze Award - Stemi Patients - CI, Exchange, Brentwood

> EMS MISSION: LIFELINE RECOGNITION MEASURES
>
> Achievement Measures:
>
> 1. Percentage of patients with non-traumatic chest pain, > 35 years, treated and transported by EMS who get a pre-hospital 12-lead electrocardiogram
> 2. Percentage of STEMI patients transported directly to a STEMI receiving center, with first (pre-hospital) medical contact to device time 90 minutes
> 3. Percentage of lytic eligible STEMI patients treated and transported to a referring hospital for fibrinolytic therapy with a door to needle time 30 minutes
>
> Awards:
>
> Bronze - 4 or more STEMI patients for the year and at least 2 STEMI patients in the reporting quarter.
>
> Silver/Gold– At least 8 STEMI patients for the calendar year

REMSCO Awards – previously distributed by SC and posted on the bulletin board. HCFAS received honorable mentions for BLS (Fiona Witkowski) & ALS (Keith Davis) provider of the year and Agency of the Year.

Committee Reports

- Finance $17,300 +/-
- Education/Training
  - Approved Port Jefferson Ambulance Course sponsorship
  - EMS 20/20 best practices conference being changed to clinical tracks. Additional discussion held and will also add leadership track.
  - Sept 18th, National Fallen Fire Fighters Org - Train the Trainer, 2 sessions 10-2 & 4-8 30 students each session. Mental Health (Stress First Aid?)
  - Sept 18 10-2 or 4-8, Train the trainer program (30 each session) on Mental Health. Program by National Fallen Fire Fighters http://www.firehero.org ; I think program is called "Stress First Aid" (Joel Vetter)
  - Laerdal has a workshop program called "Pit Crew" which is a combination of lecture and hands on CPR Pit Crew practice. 5 hr. - offering free of charge to Suffolk County. Only 30 participants. May use "preferred" department (see below) June or July (Joel Vetter) (http://www.laerdal.com/us/News/49290950/Building-High-Performance-Teams-to-Tackle-Sudden-Cardiac-Arrest-Are-you-Providing

- Nominating - there are 2 - 4 seats available on REMSCO. Bruce Blower representing general public, Ed Stapleton representing SUNY Stony Brook, not sure who the other 2 seats may be. If there are any suggestions for organizations that should have a say in EMS in SC please forward to me or directly to Helen Rosenblum (chair) (Suggestions: Catholic Health Systems, Hispanic Community Entity, and AARP).
- Performance Improvement - Have a survey to be sent out in June reference CO monitoring of EMS personnel when on scene. Committee discussion on how to send out and to whom. SCEMS states normal low response so committee was looking to incentivise response with gift cards. After discussion - REMSCO said to send out and see how we do without incentives. Departments that respond “preferred” standing?
  - As part of discussion Joel Vetter stated that FRES was having trouble getting directory up to date, so they incentivised it that if your department wanted to get assets from them those departments that had submitted the info were “preferred” and got first pick of dates (i.e. training trailers). Worked great.
- Resource Needs - Ed Boyd now chair.
  - Have a TOA coming up for change in ownership of a private service.
  - LI MacArthur BLS First Responder
  - Huntington FD BLS First Responder
- Legislative - Bob Franz now chair. He brought up pending items – Municipal Ambulance Service CON, FD Billing, Ambulance Worker Background Checks, Enabling Community Paramedicine, Good Samaritan Ambulance Act of 2015, prior Part 800 proposed changes are final and new Part 800 proposed changes with reciprocity & Controlled Substances (See NYSVARA legislative agenda on bulletin board).
- Executive
  - Cook-off Contest cancelled - only 1 participant
  - Chain of Survival - Joel Vetter to keep moving forward
  - Possible naming of EMS Educator Award. Looking at historical info.

SCEMS Report

- 2016 Budget Zero growth
- Working with a lot of disaster preparedness, drills 5/16 Hampton Bays/ 5/30 Islip Active Shooter
- Grant Gateway NYS verification of prequalification
- Planning for SC Marathon 9/13 (funds raised go towards Vets)
- GE Pickering/ Boundtree purchasing program
- EMS Memorial 5/19 -
  - Andre M Maurice Richmondville EMS March 26, 2014
  - Ross E Huffer Nesconset Fire Department February 27, 2014
- NYS looking at reciprocity for National Registry & Military
- Advanced Life Support personnel are only CC & Paramedics. EMT & EMT Intermediates are BLS
- Pilot program (Tim Dakow) early STEMI - 12 leads early to hospital and to Dr. on call so team at ready when patient arrives.
- RSI program 20 medics trained - 2 procedures

Next meeting 7/14/15 - Location to be determined (possible Ocean Beach)

New York State Volunteer Ambulance & Rescue Association (NYSVARA) Delegate Report- Andrea Golinsky

Along with HCFAS there were several Suffolk County squads represented at the EMS Memorial Ceremony held on Tuesday, May 19th those included Nesconset (who had a member placed on the Memorial Wall) Riverhead Vol. Amb., Dix Hills Fd., Wyandanch/ Wheatley Hgts. Vol. Amb. and Exchange Ambulance of the Islips. It was noted by a member of the Bureau of EMS that there were no Nassau County departments in attendance. Several of our local Legislators were present including Senator John Flanagan and I had the opportunity to congratulate him on his election to Senate Majority Leader. In his speech he mentioned that a member of his staff is an EMT and he had not realized the time and effort put in to become a Certified EMT and to maintain that status. He is a supporter of EMS and is always available to meet with us to discuss issues concerning EMS. I have been asked by President Mastrianni of NYSVARA to set a meeting with Senator Flanagan in his local office to further discuss issues that were brought forth during Legislative Day held in April.

Renaissance Downtowns at the Town of Huntington Board meeting May 5, 2015 Update: Andrea Golinsky

At the Town of Huntington Board meeting held May 5th a public hearing was held to consider adoption of the Huntington Station Gateway Plan of which the hotel and the office building are part. It was reported that a traffic impact study was done and there is a need for mitigation of timing of traffic lights but there was no significant impact on traffic in the area. This is a point that we should follow closely.

Several people spoke about the project most who were part of Source the Station spoke in favor of the project but there were also some speakers who questioned the need for a large hotel when there are vacancies in other LI hotels, more traffic, crime in the area and other concerns.

On the slide presentations there was a logo that showed RXR-RD. Councilman Cuthberson asked Ryan Porter about that and was told that there is an agreement signed by RXR and RD to develop the project. Ryan Porter was asked if the Town has a copy of the agreement and was told no but one would be supplied.

Source the Station meeting held May 19, 2015.

A meeting was held by Renaissance Downtowns (RD)at Source the Station site on May 19th to bring updates regarding Huntington Station Gateway Plan. There are ongoing talks with the State of New York regarding the property owned by the State as well as talks with the MTA. The original plan by RD called for 50 parking spaces designated for commuters in the proposed parking area at the office building next to our headquarters. That number has been increased to 60 by the MTA. These are the ones that are supposed to be for our use, shared with the commuters. It was reported that the medical tenant for the office building is not now available and other uses for the building are to be explored. A fitness center/gym was mentioned as a possible tenant. It is important to note that until actual tenants are secured for this location we will not know the configuration of the parking level (s).

Ryan Porter talked about the no vote taken by the Bristol (CT) Downtown Development Corporation at its special meeting of the Board of Directors May 18th. They are meeting resistance to their plan to revitalize the area. They have been working on this plan for 5 years and there has been no forward movement in the project. The vote was to move the financing and leasing plan to the City Council. He stated that there were naysayers at the meeting speaking against the project and he cautioned that those same people have allegedly been trying to contact people in the Huntington Station area

President's Report – Roger Winter:

- Work has been completed on the redesign of the front landscaping
- Veterans Plaque – I have not received quotes and designs for the Plaque from Supreme Trophies, Artplak and Colorfully Yours.

Old Business:

- **Paramedic Proposal –** A committee consisting of the following will be looking into the EMT & Paramedic Proposal. I hope that they will provide us with a format to proceed. Chris Evers Dominic Heavey, John Palmieri - One outside agency as a consultant to formulate a concept.

Town of Huntington Study- There is a meeting on Wednesday, May 27, 2015 with the company conducting the EMS Study.

New Business:

- Application by Huntington Fire Department for a BLS Ambulance
  - NYSDOH Bureau of Emergency Medical Services Policy Statement, No. 06-04, Date: May 22. 2006 Re: BLS-FR Service Information.
  - Who has been in conference with Huntington Fire Department

Director Mohr informed the Board what he knew about HFD plans.

Motion by Gregory Orr and seconded by Alyssa Axelrod to enter into Executive Session at 2117 hours.

MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 2119 hours.

Motion by David Mohr and seconded by Richard Stone to adjourn the meeting at 2120 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 1, 2015

Amended and approved: June 4, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: June 4, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**1908 hours**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**1943 hours**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**1902 hours**

Guests: Casey Orr, Keith Tamayo, Andrew Campagnola, Andrew Taylor, John Palmieri, Sue Siebel, Kathy Castillo and Lehti Laas

Meeting called to order at: 19:00 hours
.
Motion by Robert Franz and seconded by Seth Fischer to approve the minutes of May 21, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Chief Thomas Lemp entered the meeting at 1902 hours.

Treasurer Stone entered the meeting at 1908 hours.

For disposition of new members see the Secretary's Report

Proposals-
Scene Identification Placard
Regal Exterminating 2015
Contracting JSK Public Safety Consulting writer for FEMA's AFG FY 2015 grant
Purchase 2015 Chevrolet Tahoe

Scene Identification Placard
Motion by Chief Thomas Lemp and seconded by Seth Fischer, to revise motion dated April 24th, 2014 as stated below, and modify to state: Purchase 350 field personalization Placards, laminated with the member's number and expiration date (see photo). The charge is \$3.90 each; with a total cost NTE \$1,365. A list of members will be generated, and a record of who has the placards will be entered into the SCM system and a copy will be kept in the chief's office.
Approved motion April 24, 2014

Motion by Tom Lemp and seconded by Seth Fischer, to purchase from Staples, 125 Field Placards, Laminated. Total cost $339.72 Please see copy for confirmation of design. A list of members will be generated, The squad Members Membership number will be put on the placard and a record of who has the placards will entered into the SCM system and a copy will be kept in the Chief's Office.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Regal Exterminating 2015

Motion by Robert Franz and seconded by Richard Stone to renew our contract with Regal Exterminators, Inc., 200 Smithtown Boulevard, Nesconset, NY 11767, telephone 631-724-4993, contact person: Dave Newman. The cost per monthly monitoring appointment of $67.00 per month to maintain the IPM program as outlined in their proposal. 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

Yes: RS, RF, AA, DM, LV, TL Abstain: SF

MOTION APPROVED

Contracting JSK Public Safety Consulting writer for FEMA's AFG FY 2015 grant

Motion by Loreley Villamide-Herrera and seconded by Seth Fischer to accept the recommendation of the Grant Committee and contract a grant writer through JSK Public Safety Consulting (website is http://jskpublicsafety.com/) for a total not to exceed $1,500 for the purpose of drafting, compiling, and submitting a grant proposal on behalf of HCFAS in response to FEMA's AFG FY2015 Request For Proposals (RFP). The grant writer will complete the narrative and collect all relevant statistics and financial information (working with the appropriate operations and financial personnel at HCFAS) needed for the population of the electronic AFG application. The end product of the contracted service will be a complete and submitted grant application on the behalf of HCFAS. The contract is contingent upon the timely submission of an HCFAS reviewed and approved application prior to the AFG deadline which will be determined by the formal AFG announcement due to be released in Fall 2015. It is our understanding that a nondisclosure agreement is standard in the grant writer contract and that no HCFAS information shared with the writer will be disseminated.

Rationale:

The contracting of a full-service writer to prepare and expedite the AFG proposal for HCFAS is the most efficient way to submit a proposal for this funding year (FY 2015). Discussion with the writer and a review of the FY2015 guidance (once it is released) will determine the most appropriate proposal to submit. The grant committee is considering a $25,000 micro-grant or a larger grant for turnout gear or lifepacks as proposal options- all contingent on the prioritization of the FY2015 guidance. This particular firm was selected after careful consideration. Although the BOD presentation by this firm was lackluster, their proven record of successful grant awards in the last 2 years to fire and fire/EMS agencies in New York is undeniable and cannot be discounted. This firm's understanding of the manner of operation of Long Island fire and EMS volunteer agencies and the environment in which they work is excellent. The firm employs several writers who are or have been fire/EMS volunteers –giving them a better understanding of the services that HCFAs offers and the challenges that the agency encounters. Additionally, a working relationship with the writer has already been established stemming from a brief attempt to write a proposal for FY2014. Lastly, the proposed cost ($1,500) for the proposal development and submission was capped and acceptable. Based on these criteria, this firm was selected as the one most suitable and most likely to produce a high quality proposal on behalf of HCFAS for the FEMA AFG FY2105 RFP cycle.

The Grant Committee conducted a review of possible grant writing firms prior to submitting this motion. Firms conducting business outside of New York were excluded due to differences in EMS operations from state to state. These companies would need to learn the EMS environment in which HCFAS operates and this would include a significant learning curve. Additionally, the geographical distance between HCFAS and the out of state firm would present an additional challenge. Two additional in state grant writing firms were researched:

- *Not-For-Profit Grant writers (nonprofitgrantwriters.com) located at 105 East 38th Street, Suite 5-A, New York, NY (212-481-1003)*
  - *This firm had a standard $7,500 fee to develop, draft, and edit a response to a government RFA. This fee was considered cost prohibitive.*
  - *There was no listing of successful awards on the website and the RFA listed spanned a very broad range of interests leading to concerns that this firm may not be best suited for an EMS organization.*
- *Messiano Consulting located at 15 West Montauk Highway, Suite 136, Hampton Bays, NY (631-827-5104).*
  - *This firm has a per hour rate and there was no cap to the hours that could be charged. The final cost would be determined by the amount of effort expended by the firm. This was determined to be a detriment to HCFAS considering that information intake for this process will likely be more time consuming based on experiences for FY 2014.*

- *The successful awards cited by this firm were large and mostly awarded to municipalities. There were concerns that an EMS specific proposal would be a challenge to this firm.*

HCAD funds
MOTION APPROVED UNANIMOUSLY

Director Orr entered the meeting at 1943 hours during the discussion of the following motion.

Purchase 2015 Chevrolet Tahoe
Motion by Seth Fisher and seconded by Alyssa Axelrod to purchase one 2015 Chevrolet Tahoe from 112 Chevrolet, 2096 NY-112, Medford, New York 11763 at a cost of $35,794.00 as per quote dated 06/01/2015. The purpose of this purchase is to convert it into an ALS response vehicle. Conversion will take place after all the quotes have been received. The NYS contract amount is $31,588.47 but there are no vehicles available under the NYS contract at this time and if there was one available the NYS contract amount would be $35,900 per our Tahoe specifications. The NYS 2015 award 22737 / contract #PC66388 final order date was 4/2/15.

Note: I only have the one quote as the truck I have reserved is the only 2015 available in all of New York. Our next options would be a 2016 which won't be avail until November at earliest and will be 5% more as Chevrolet has indicated.

Proposed Plan regarding disposition of 2-15-89 and conversion of old Tahoe 2-15-81 and Tahoe being purchased:
1- 89 cannot be traded in due to its age. The Kelly blue book is around 1500 on the base car so the secondary market value is pretty low. We can either donate the car to a car recycling facility (kars for kids etc.) or to another fire dept. with less means most likely in upstate NY. Alternatively we can put the car out for sale with either Proliner, specialty or via a fire board website for sale but as I mentioned we would not get much for the car. I would favor donation if it were my decision.

2- current 81 will be replaced by a new Tahoe and current 81 will then be placed back into service as new 89. The necessity to replace 89 is the driving force here as 89 has reached its usable life and many of the driving characteristics of the car make it less than desirable for our use(steering not straight, brakes not functioning as they used to, no all-wheel drive, poor ground clearance, poor wet weather performance due to rear wheel drive). When looking at the fleet as a whole, current 81 is almost 10 years old but only has 40k miles so far. This car should be able to serve for many years as a fleet vehicle in light use but is reaching the end of its usable life as a front line responder. So, the committee proposes we replace 89 by converting old 81 into new 89 and purchasing a new 81. This allows is to replace our aging first line responder with a new truck and new lighting technology while also replacing an aged 89 and increasing the capabilities of 89 by adding ground clearance, special service edition reliability, and all wheel drive making 89 a much more capable vehicle in the weather.

3- all radios from old 89 will be removed and used in the new fly car. In addition, the remote heads and new medcom radios in current 81 will be removed and placed into new 81. There will be no need to incur the additional expense of purchasing any radios in addition to those we already own. The cost of installing the radios is included in the conversion quotes from Specialty and Proliner.

HCAD funds.
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Greg Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions May 21, 2015 – June 4, 2015.

HCAD (43) Checks Totaling $35,226.41
HCFAS (3) Checks Totaling $617.14
MOTION APPROVED UNANIMOUSLY

Transfers: None

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 05/14/15. The next meeting will be on Thursday, June 11th at 1900.
- **Personnel Report**- Report dated May 14th was issued by the 1st deputy and given to the secretary.
- **Status for 2014**- Total calls at the end of May 2015 were 491, with 7-24's making the 24/call rate for the month of May at 1.43%. Total cum calls are 2398 with 38-24's for a 24/call rate of 1.58%.
- **Building**-
  - Kitchen range vents cleaning- **Completed**
  - Still working on posting signs in parking lot.
  - Freezer in 2nd floor - **Completed**.
  - Date set to seal parking lot end of June.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
  - 2-15-18 Leak in Oil Coolant System- Needs to go to proliner.
  - 2-15-16 went to ACE for A/C repair.
  - 2-15-17 and 2-15-82 accident awaiting insurance.

  Issues-
  - Benevolent (Maier)
  - Chiefs/Present photos
  - 1st quarter Admin report.
  - Recruitment/ Membership procedures
  - Updated on the Cyanide Antidote Kits
- **Medical/Training-**
  - QA/QI training class will be held on Thursday May 25th, topic will be Chest Pain.
  - June's monthly training is Lucas

  - Email sent out to all members that Blood-Bourne training needs to be completed by June 15th. Members, both active and admin that do not complete by June 15th will be asked to leave the building until completed.
  - Next RTE/CPR class will be taught by Tom Lemp starting 7/8/15.
  - Recertification application from the NYS Department of Health for our Ambulances and Narcotics.
  - Ongoing progress that our first and second deputy are going through our files and updating member status. Status has been posted in ready room
- **<u>Misc.</u>**
  - Congratulations to Fiona Witkowski for her contribution to EMS in the Suffolk Region, the council is honoring her with Honorable Mention Award for BLS provider of the Year.
  - Congratulations to HCFAS with Honorable Mention Award for Agency of the year.
  - Congratulations to Keith Davis with Honorable Mention Award for ALS provider of the year.
  - June 11th- 40th Anniversary Vietnam Veterans Breakfast.
  - Beach Stickers and EMS gifts are in and being handed out.
  - The order for the Class "A" uniforms have been placed. Andrea stated it will take 9-10 weeks.
  - Huntington Chief's council Scholarship application's need to be completed and handed to the chief by June 26th.
  - Badges- An updated list was provided and ordered by Roger.
- **<u>EMS</u>**
  - Great job on the open house. Thanks to all member who made this possible.
  - Thank-you to Andrea over and above help with Open House.
- **<u>Meetings-</u>**
  - June 4th- BOD
  - June 8th- GMM
  - June 11th- Officers
  - June 18th- BOD
  - ~~June 18th- Hospital (Canceled)~~
  - June 25th- Officers
  - June 29th- Chief's council
- **<u>Parades</u>**
  - None
- **<u>Standbys</u>-**
  - June 4th- Huntington Manor FD Yaphank
  - June 6th- St. Anthony Graduation
  - June 7th- Huntington FD Yaphank
  - June 6th- TFC Peace Rally
  - June 13th- LI 2 day Breast Cancer Walk- Bikes only
  - June 14th- LI 2 day Breast Cancer Walk- Bikes only
  - June 18th- Huntington FD Yaphank
  - June 24th- Huntington Manor FD Yaphank
  - June 27th- Walt Whitman Graduation

Secretary's Report –Robert Franz:
Chief Tom Lemp arrived at 1902 hours prior to the following motions and Treasurer Stone arrived at 1908 hours during discussion of the following motions:

New Members:
Motion by David Mohr and seconded by Seth Fischer to untable the 5/21/15 motion on prospective new member David Baez Jr.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Seth Fischer to accept David Baez Jr. as a new probationary member #1456, Shift: Sunday 1500 in accordance with Article III, Section 2 of the By-Laws.
Yes: AA, DM, SF, LV, TL No: RF Abstain: RS (Note: this motion was done at the start of the meeting)
MOTION APPROVED

During the Secretary's report, Chief Lemp and Director Fischer left the meeting to answer a cal.

2**015 HCFAS Scholarship – Deadline June 1 –** A notice and application form was included in the May Pulse and posted on the bulletin board and the Squad's website and an email reminder was sent to all members last week. As of today I have received 12 applications and will be reviewing the required documentation prior to the GMM. Chief Lemp has approved all the members or member sponsors as members in good standing.

LOSAP 2014:
-After the mandatory posting at the Squad for 30 days, the 2014 LOSAP point listing was returned to the TOH for further processing.
- The Town of Huntington Comptroller's Department performed their audit on June 2, 2015 at HCFAS – nothing negative to report. Thanks again go to Jim Mallilo, Angie Kalodukas for entering the points during the year and Christy Stiles for pulling all the documentation for the audit.

Legislation:
A Community Paramedicine bill (A7503/S5481) was recently introduced in the NYS Assembly and Senate. This will amend PHL Article 30 and allow emergency medical services personnel to operate in non-emergency and out-of-hospital settings. Thank you Roger for writing letters of support to our local state legislators.

President's Report – Roger Winter:
- Veterans Plaque – I have not received quotes and designs for the Plaque from Supreme Trophies, Artplak and Colorfully Yours.
- **<u>MC Alliance project</u>:** A review the need for this service will be conducted.
- **<u>Fund Drive</u>** – Donations as of 6/1/2015 – 1303 donations, $51,267.44

- **<u>Explorer Post 215 :</u>**
  Our next scheduled Hands on Training will be Saturday, June 6th (to be confirmed when advisors are confirmed), and definite meetings on Tuesday, June 9th and Thursday, June 11th from 7:30-9:00pm.
  We have guest speakers on both of those evenings, so please be there! More details to follow.
  Sheryl Roach will be resigning for the position of Explorer Post Chief Advisor at the end of this school year. I am with the help of the Board of Directors and the Officer Corps will be looking for a replacement Chief Advisor.

Director Villamide-Herrera:
As presented in the 05/07/15 BOD meeting, below please find my written report on the Grant Committee.

The grant committee is preparing a recommendation to engage the Grant Guys to prepare a FEMA AFG FY2015 grant proposal for submission in Fall 2015. The committee has engaged 2 other in state companies to assess their ability to deliver a proposal suited to match HCFAS needs while being considered competitive. The recommendation will include the criteria for recommendation selection.

The Grant Committee would like to move forward a motion at the next BOD meeting to retain the Grant Guys with the appropriate justification.

Old Business:

- Director Orr went over the procedure for members who receive gas cards for overnight shifts.

- **Paramedic Proposal –** A committee consisting of the following will be looking into the EMT & Paramedic Proposal. I hope that they will provide us with a format to proceed. Chris Evers Dominic Heavey, John Palmieri. One outside agency as a consultant to formulate a concept.
  Chief Lemp said that he has decided he wants to look into 24/7 Paid ALS instead of Paid BLS.

New Business:

- Application by Huntington Fire Department for a BLS Ambulance
  - NYSDOH Bureau of Emergency Medical Services Policy Statement, No. 06-04, Date: May 22. 2006 Re: BLS-FR Service Information.
  - Who has been in conference with Huntington Fire Department

Chief Lemp reported to the Board that Huntington Fire Department is not looking to obtain an ambulance. They are seeking an agency code for reimbursement of EMT classes.

Motion by Seth Fischer and seconded by Robert Franz to enter into Executive Session at 2025 hours.

MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 2050 hours.

Motion by David Mohr and seconded by Gregory Orr to adjourn the meeting at 2050 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 15, 2015

Amended and approved: June 18, 2015

MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: June 18, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**1904 hours**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**1937 hours**
Loreley Villamide-Herrera (LV)	**ABSENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Dominic Heavey, John Palmieri, James Mallilo and Lehti Laas

Meeting called to order at: 19:00 hours

Motion by Robert Franz and seconded by David Mohr to approve the minutes of June 4, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Proposals-
Disposal & Remove from Inventory Obsolete Projection TV
One Year Maintenance Contract Konica Minolta – 2 Copy Machines
Purchase of Stryker PowerPRO XT Ambulance Cot
Stryker Power Load Installation
Additional Scholarship Awards 2015
Security Access Upgrade to ALS Inner Closet Door
Outline for the HCFAS 50th Anniversary
Food/Refreshments Purchase HCFAS Picnic 2015
Ice Cream truck for the picnic

Director Fischer entered the meeting at 1904 hours during discussion of the following motion.

Disposal & Remove from Inventory Obsolete Projection TV
Motion by Roger Winter and seconded by David Mohr to authorize the President to dispose and remove from inventory of the obsolete Sony, Model KP61575, Serial # 9519892 RA3A, Manufactured in January 200, projection television currently located in the General Membership Meeting Room by the executive desk area. Disposal must be in the TOH Recycling Center.
MOTION APPROVED UNANIMOUSLY

One Year Maintenance Contract Konica Minolta – 2 Copy Machines
Motion by Richard Stone and seconded by Robert Franz to enter into an agreement with Konica Minolta for the maintenance on two HCFAS owned copy machines. Serial numbers; A11U011003153, A11U011001874 as outlined in purchase order renewal request dated 6/18/2015. The dates of service for both machines will be 07/01/2015 – for a 36 month service agreement. The cost of service per machine is $106.43 a month. The total cost for two machines is $212.86 per month.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Purchase of Stryker PowerPRO XT Ambulance Cot
Motion by President Roger Winter and seconded by David Mohr to purchase two (2) PowerPRO XT ambulance cots, $29,863.08, two (2) Power Load systems, $43,703.48, and a six (6) year Protect power-LOAD maintenance agreement, $7,242.00 as outlined in the comprehensive Quotation Reference # 4196423, dated 06/01/2015.This is a sole vendor and is compatible with our existing equipment. This purchase has the recommendation of Chief Tom Lemp, First Deputy Chief Dominic Heavey, and Second Deputy Chief Jim Mallilo.
Total cost of the package is $80,808.56
HCAD funds

Motion by David Mohr and seconded by Seth Fischer to move the motion.
2/3 approval needed
Yes: RS, TL, SF, DM, RW No: AA, RF
MOTION APPROVED

On the motion:
MOTION APPROVED UNANIMOUSLY

Stryker Power Load Installation
Motion by David Mohr and seconded by Robert Franz to authorize the Second Deputy Chief to engage the services of VCI Emergency Vehicle Specialists, 43 Jefferson Avenue, Berlin, New Jersey 08009, contact person Robert "Bob" Schooley, to install two Stryker Power Load systems. The cost as outline in their quote #0003171and again confirmed by E-mail attached, is $1,230 per ambulance for a total of $2,460.00. A certificate of insurance with HCFAS named as additional insured and a certificate indicating workers compensation coverage will be requested from VCI Emergency Vehicle Specialists.
Additional Information:
Hi Roger!

I can absolutely make that happen. Getting you approved will be easy on my end since we already did it. Once you have a definite OK on your end I can get our finance team to put together the paperwork. Same as for the last purchase, the offer is still 3 years at 0% interest (so you can just divide the quote by 3 for the exact price).
Call me with any questions and have a great day!
Daniel Stupin, Long Island, NY Account Manager, C / (516) 729-8355 F / (516) 977-3346 E / daniel.stupin@stryker.com
Website / www.ems.stryker.com <http://www.ems.stryker.com/>

HCAD funds
MOTION APPROVED UNANIMOUSLY

Additional Scholarship Awards 2015

Motion by Robert Franz, seconded by Richard Stone to authorize and approve the acceptance of an anonymous benefactor’s donation of $3,000.00 which will be used to fund an additional six (6) 2015 HCFAS scholarship applicants providing all application requirements are met as determined by the Secretary. The additional scholarships will be awarded to the final six applicants that were selected as per the drawing held at the General Membership meeting on June 8, 2015. The additional 6 names drawn are Olivia Sisinni, Elizabeth Gurtowski, Justin Cook*, Linden Rudolph, Linda Guadagnin* and Bedel Saget, Jr (*denotes squad member).

HCFAS Funds

MOTION APPROVED UNANIMOUSLY

Security Access Upgrade to ALS Inner Closet Door

Motion made by Richard Stone seconded by Robert Franz to upgrade the existing access system to the ALS narcotics storage room (inner closet). The current system is no longer supported and replacement parts are not available. The replacement system will integrate with our current building security. Work to be performed by our current vendor, VSS Security Systems, 44 Spruce Street, Selden, NY 11784, P: 631-698-0200, F: 631-270-3968. Contact: Val Rodrigues. Cost of project $2,550.00.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Outline for the HCFAS 50th Anniversary

Motion by David Mohr, seconded by Chief Thomas Lemp to support and approve the outline for the 50th Anniversary Committee of a cocktail party on Friday night, followed on Saturday with a parade and fair, with either a laser light or fireworks show, followed on Sunday with a brunch. Additionally, approve the creation of a 50th Anniversary Journal. Proposals for each of the events and the journal will be prepared and presented to the Board. Sponsors will solicited for the journal and events.

MOTION APPROVED UNANIMOUSLY

Food/Refreshments Purchase HCFAS Picnic 2015

Motion by David Mohr and seconded by Chief Thomas Lemp to accept the recommendation of Special Event Committee Chairperson Brian Canty and to accept the menu and the bid of Big Bubba’s BBQ (Corrine and Augusta Food Inc. D/B/A Milk and Sugar Café) to cater the Annual Picnic on Saturday, July 18, 2015 at a cost of $ 34.50 per adult (age 21 & up) and $ 24.70 per adult (age 13 -21) and $ 9.20 per child (age 5 to 12) inclusive of gratuity.

The agreement will require the vendor to provide certificates of liability insurance with Huntington Community First Aid Squad as additional insured and the day camp if required by Driftwood and a certificate proving workers' compensation coverage. The Squad's standard cancellation clause will also be part of the agreement.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Director Orr entered the meeting at 1937 hours during discussion of the following motion.

Ice Cream truck for the picnic

Motion by David Mohr and seconded by Chief Thomas Lemp to remove ice cream from Big Bubba's BBQ's agreement at a reduction of $1.50 per person for all age groups and engage a Mister Softie truck for $600.00 to dispense ice cream for about 1 hour or however long it takes to serve 150 people.

MOTION APPROVED UNANIMOUSLY

New Members:

For disposition of new members see the Secretary's Report.

Treasurer's Report – Richard Stone:

Motion by Richard Stone and seconded by - to accept the following for payment in accordance with the PPP and previous Board of Director motions:

Motion by Richard Stone and seconded by Greg Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions June 4, 2015 – June 18, 2015.

(32) Checks Totaling $30,220.53
(7) Checks Totaling $9,319.82

MOTION APPROVED UNANIMOUSLY

Transfers: None

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 06/11/15. The next meeting will be on Thursday, June 25th at 1900.
  - July 9th the officers meeting will be held at my house- all are welcome.
- **Personnel Report**- Report dated June 11th was issued by the 1st deputy and given to the secretary.
- **Status for 2014**- Total calls at the end of May 2015 were 491, with 7-24's making the 24/call rate for the month of May at 1.43%. Total cum calls are 2398 with 38-24's for a 24/call rate of 1.58%.
- **Building**-
  - Plumbers will be coming next week to work on drains.
  - Still working on posting signs in parking lot. **Completed.** Will be ordering placards next week. Ordering 350 placards for all members including admin and life. The remaining will be in number sequence, and 6-10 will be for guests.
  - Traditional will be coming for leak in boiler room and check AC unit in meeting room.
  - Date set to seal parking lot end of June.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
  - 2-15-18 Will be going to Proliner to fix rear A/C
  - 2-15-16 Came back from Ford- in service

   - 2-15-17 Came back from Chevy A/C fixed.

Issues-

   - Benevolent (Mayer).
   - Chiefs/Present photos
   - 1st quarter Admin report.
   - Recruitment/ Membership procedures
   - Updated on the Cyanide Antidote Kits

- **Medical/Training-**
   - QA/QI training class will be held on Thursday June 25th, topic will be Chest Pain.
   - June's monthly training is Lucas.
   - Issued a blast e-mailed to all members who didn't complete March's training. Those members will not be allowed in building until BBP training is completed.
   - Next RTE/CPR class will be taught by Tom Lemp starting 7/8/15.
   - Recertification application from the NYS Department of Health for our Ambulances and Narcotics- completed and stickers are on all rigs and certificate is posted in the dispatch office
   - Ongoing progress that our first and second deputy are going through our files and updating member status. Status has been posted in ready room.
- **Misc.**
   - Beach Stickers and EMS gifts are in and being handed out. See any chief
   - The order for the Class "A" uniforms has been placed. Andrea stated it will take 9-10 weeks.
   - Huntington Chief's council Scholarship application's need to be completed and handed to the chief by June 26th.
   - Badges- An updated list was provided and ordered by Roger.
   - Standby's- All standby requests need to be in writing and submitted to Liz Mohr, cc Chief, at least two weeks in advance.
- **Vehicle**
   - The motion to purchase 2015 Chevrolet Tahoe was passed. A conversion motion is in works and should be presented soon.
   - On Saturday, June 13th the committee requested five companies to bring down their ambulances for a show and tell. All members were invited. The goal of the committee is to narrow it down to two vendors. Great job by Keith Tamayo and his committee.
- **Meetings-**
   - ~~June 4th- BOD~~
   - ~~June 8th- GMM~~
   - ~~June 11th- Officers~~
   - June 18th- BOD
   - ~~June 18th- Hospital (Canceled)~~ Rescheduled July 23rd
   - June 25th- Officers
   - June 29th- EMS study
   - June 29th- Chief's council
- **Parades**
   - July 4th- Eaton's Neck FD- 1000
   - July 15th- Huntington Manor FD- 1930

  - August 5th- East Northport FD
  - September 3rd- Greenlawn FD
- **Standbys**-
  - ~~June 4th- Huntington Manor FD Yaphank~~
  - ~~June 6th- St. Anthony Graduation~~
  - ~~June 7th- Huntington FD Yaphank~~
  - ~~June 6th- TFC Peace Rally~~
  - ~~June 13th- LI 2 day Breast Cancer Walk- Bikes only~~
  - ~~June 14th- LI 2 day Breast Cancer Walk- Bikes only~~
  - June 18th- Huntington FD Yaphank
  - June 18th- Huntington Manor FD Yaphank
  - June 24th- Huntington Manor FD Yaphank
  - June 27th- Walt Whitman Graduation

-There is a revised Cyanide kits distribution agreement and SOP/Mutual Aid Policy. Director Mohr gave an analysis for Chief Lemp to review of the kit distribution amongst the 2nd Division.

-Chief Lemp notified the Board that he is looking into a 1 day ride along program with Suffolk County Medical Director Dr. Greg Pigott and a Suffolk County EMS staff person.

Status Change:

Number	Last	First	Day	Shift	To	From	Effective
1438	Crespo	Suzette	Monday	2300	Observer	Dispatcher	06/11/2015
1447	Capotosto	Michael	Saturday	1100	Dispatcher	Dispatcher/T	06/11/2015
1352	Campagnola	Andrew	CO. 8	N/A	Driver/T	CL	Denied 06/11/2015 Points
1252	Gibbs	Tyler	CO. 8	N/A	Driver/T	CL	Denied 06/11/2015 Points
1446	Waldron	Henry	Wednesday	1100	Driver/T	CL	Approved 06/11/2015
1454	Menard	Jonathan	Friday	1100	Driver/T	EMT-B	Approved 06/11/2015
1434	Aviles	Manuel	Sunday	0700	Driver/T	EMT Class	Approved 06/11/2015
1416	Marino	Michele	Monday	1100	Driver/T	EMT Class	Approved 06/11/2015
1341	Mohr	Samantha	Sunday	1500	Driver/T	CL	Approved 06/11/2015
1338	Taylor	Andrew	Monday	2300	Driver/T	EMT Class	Approved 06/11/2015
1226	Lau	Allison	Sunday	0700	CL	Dispatch	06/11/2015

Shift Changes:

Number	Last	First	To	Shift	From	Shift	Effective	Comments
485	Winter	Mary	Friday	1500	Tuesday	1900	5/22/2015	
1361	Cortes	Richard	Sunday	0700	Sunday	1900	5/24/20105	
500101	Raynor	Danielle	Sunday	0700	Sunday	1500	6/11/2015	

Overdue Returns to Duty

Number	Last	First	Day	Shift	RTD Date	Type
1082	Newman	Spencer	CO. 8	N/A	6/1/2015	MLOA

Letter of Intent

Number	Last	First	Day	Shift	Date	Comments
1364	Femminella	Claudia	Tuesday	2300		

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	Day	Membership #	Type	Dates
Cortes, Israel	Fri	1174	Operational	5/22/15-7/24/15
Flores, Juan	Tues	1293	Operational	6/16/15 – 9/16/15
Grimadeau, Venel	Fri	1298	Educational	2/1/15 – 5/31/15
Mirabelli, Stefanie	Fri	1179	Medical	6/30/15 – 9/30/15
Palmieri, John	Tues	499	Operational	7/7/15 – 9/2/15
Rahimi, Zebulnnessa	Sun	1189	Operational	6/21/15 – 9/21/15
Roff, Michael	Sun	1394	Operational	6/1/15 – 8/28/15
Schirripa, Thomas	Thurs	1392	Emergency Medical	6/5/15 – 9/5/15
Schwartz, Kristen	Fri	1369	Operational	6/19/15 – 9/18/15

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note/From
Amaya, Vanessa	Wed	1182	6/11/15	Extended Educational
Donegan, Patrick	Sun	1383	6/1/15	Medical Dispatch to Full Riding
Cortes, Israel	Fri	1174	5/8/15	Operational
Feliciano, Cynthia	Fri	1400	1/5/15	Medical
Grimadeau, Venel	Fri	1298	6/5/15	Educational
Lau, Allison	Sun	1226	5/31/15	Educational

Lupo, James	Thurs	959	6/4/15	Medical
Manning, Sara	Thurs	1345	5/29/15	Medical Dispatch to Full Riding
Reciniello, Patricia	Sun	740	6/1/15	Emergency Medical
Schaffert, Emily	Wed	1248	5/20/15	Educational
Schmierer, Eric	Co 8	909	6/15/15	Medical

New Members:
Motion by Robert Franz and seconded by Seth Fischer to accept William Connolly as a new probationary member #1457, Shift: Friday 2300 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Seth Fischer to accept Nereida Bonilla as a new probationary member #1458, Shift: Sunday 0700 in accordance with Article III, Section 2 of the By-Laws.
Yes: AA, SF, TL, DM, RS No: GO, RF
MOTION APPROVED

Status Change:
Motion by Robert Franz and seconded by Chief Thomas Lemp to grant the following Status Change:
Carl Schramm #997, Operational to Associate membership, effective 6/18/15
2/3 approval needed
MOTION APPROVED UNANIMOUSLY

Resignations:
Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of Matthew Gershuny, member #1367, effective 6/23/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of Marc Zimbardi, member #1401, effective 6/6/15.
MOTION APPROVED UNANIMOUSLY

MVA 2-15-17 and 2-15-82 – VFIS sent a check in the amount of $3,608.75 for damages to 2-15-17 and $ 2,386.06 for damages to 2-15-82 based upon their insurance adjuster's inspection of the vehicles on 6/1/15. I wish to thank Treasurer Stone for assisting with the inspections.

HCFAS Scholarships – All HCFAS scholarship checks were mailed to the four scholarship winners: Paul M. Terenzi, Victoria Gander, Trinity Russell and John Sisinni

New Ambulance Specifications – A Newsday article stated that the State Comptroller's audit of the Lake Ronkonkoma Fire District found that fire district officials prepared specifications for the ambulances that "may have created ambiguity" for companies interested in submitting bids to supply vehicles. As a result, some companies might not have submitted bids, auditors said. Only two companies submitted bids.

SC Recruitment & Retention Committee Meeting June 17, 2015 – Andrea and I attended this meeting.
-FEMA requested additional details regarding SC's SAFER Grant Application. FEMA will inform SC by late September whether a grant is being awarded. The SERVES program portion of the grant will be a tuition reimbursement program.
-Census report information for 2013 & 2014 was mailed out on 3/26 and again on 5/26 to each Squad. List received indicates HCFAS has not responded with this information.
-152 students have not fulfilled their SERVES program obligations, such as, submission of tracking forms, performance of post education service requirement, monies owed to the program etc.
-Social Media growth continues at a consistent pace. The website will be converted to a more portable device friendly platform.

Andrea Golinsky:
HCFAS Dist. 7 Delegate Report
District 7 meeting was held June 17th at Wyandanch/Wheatley Hgts Vol. Ambulance Corps. Members were notified of the name change for the North Central EMS Co-Op to the Savvik Buying Group. Also of note was the change in vendors for EMS supplies and pharmaceuticals from Boundtree to Henry Schein. It was reported that as of Aug. 27th Boundtree will no longer be a vendor under the buying group and that there is litigation in progress Henry Schein catalogues were distributed for the purpose of seeing what the vendor has to offer. The prices in the catalogues do not reflect the prices available thru Savvik Buying Group. A letter of participation was also distributed. This letter must be completed prior to placing orders with Henry Schein. Registration information and forms for the PulseCheck Conference were presented to the members. They were reminded of the deadline dates for the scholarships and the special awards.
An update was given in reference to the Legislative bills in Albany that concern EMS. It appears the only bill that may make it to the Governor's desk for signature is the Community Paramedicine Bill. As of the 17th it has passed the Assembly and it awaiting passage in the Senate. All other bills have been returned to committee. President Michael Mastrianni had requested a meeting with Senate Majority Leader John Flanagan in his Smithtown office. I have set up a meeting for June 24th at 11 AM. In attendance will be myself, Bob Franz, President Mastrianni of the New York State Volunteer Ambulance Assoc. (NYSVARA) and Timothy Egan of the United New York Ambulance Network (UNYAN). The purpose of the meeting will be to discuss the Legislative bills changing the Certificate of Need (CON) process and Bill 209B which would allow FD to bill for ambulance service.
The nominating committee was named for the election of officers which will take place in August.
There will be no meeting in July, the next District 7 meeting will take place August 18th at South Country Ambulance.

Suffolk County Ambulance Chiefs Association

SCACA meeting was held June 18th at South Country Ambulance Co. in Brookhaven.
An update was given by District 7 representatives on the Legislative Bills in Albany.
An update was given by Exchange Ambulance of the Islips re: the Suffolk County Marathon which will be going thru the areas covered by Patchogue Vol. Amb. Sayville Community Amb. and Exchange Amb.
South Country Ambulance reported that there are making plans to build a new headquarters building. They also reported that there will be a permissive referendum by the town to allow their members who have reached the entitlement age for LOSAP and are still active to continue to accrue points that will increase their monthly LOSAP payments.
There will be no SCACA meetings in July or August. The Sept meeting TBA.

President's Report – Roger Winter:

Committee List for 2015 – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

ID Badge System – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.

Fund Drive – Donations as of 6/1/2015 – 1303 donations, $51,267.44

MC Alliance project: A review the need for this service will be conducted.

Explorer Post 215 :

The Explorer Post 215 had a K-9 demonstration by the Suffolk County Police Department. It was a great presentation and demonstration.
Sheryl Roach will be resigning for the position of Explorer Post Chief Advisor at the end of this school year. I am with the help of the Board of Directors and the Officer Corps will be looking for a replacement Chief Advisor.

- Veterans Plaque – I have not received quotes and designs for the Plaque from Supreme Trophies, Artplak and Colorfully Yours.

Director Fischer Report:

Candidate Leonard Cohen is a member of Jericho FD, his father is the Chief of Jericho and mother is a Lieutenant at Jericho. He works for CW Post and LuHi as an EMT. I am recommending him for membership without a physical, contingent on him passing a physical within 30 days as a professional courtesy. I have met him, and he is a good guy, who will be an asset to HCFAS.

On a separate note, with Gina taking over the committee, I have had a chance to really roll up my sleeves, and see where the bottlenecks are throughout the membership process. I am working with my committee, to see how we can shorten the process to 30 days. There is no reason why from the time we get an application, an interview, 4 reference letters, a physical and background check can not be completed. I apologize and take full responsibility on behalf of my committee to the Chief and the Board. I am working closely with Gina to make this a reality.

Thank you in advance, and please let me know if you have any questions, and don't forget to reference email below.

Director Orr Report:
This is the completed report for Friday and Saturday Overnight Gift Cards for the month of May. There was a total of 10 gift cards given out for the six overnights.

	Fri, May 15	Sat, May 16	Fri, May 22	Sat, May 23	Fri, May 29	Sat, May 30
Seth Fischer	X					
Kathy Castillo	X		X			
Rich Cortes	Gift Card	X	Gift Card	X	Gift Card	
Taha Aiman	X					
Melissa Anastos	X					
Israel Cortes	X	X	Gift Card			
Keith Rubenstein	X					
Matty Lupinacci		X				
Danny Mugavero		Gift Card	Gift Card	Gift Card		
Kristin VanBenchoten		X			X	
Carmen Schlieben				Gift Card		
Mary Jane Woznick				Gift Card		
Andrew Campagnola					X	X
Nancy Courtemanche					X	X
Michelle Miller					X	
Loreley Herrera					X	
Alyssa Axelrod						Gift Card
Mark Cappola						X

Old Business:
-Paramedic Proposal: Chief emailed the committee with additional suggestions.
-Probationary Members SOP: Martha Brenner will be submitting a new SOP.

New Business: None

Motion by Seth Fischer and seconded by Richard Stone to enter into Executive Session at 2104 hours.

MOTION APPROVED UNANIMOUSLY

Director Fischer left the meeting during executive session at 2110 hours.

Executive Session ended at 2125 hours.

Motion by Chief Thomas Lemp and seconded by Gregory Orr to adjourn the meeting at 2125 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 29, 2015

Amended and approved: July 2, 2015

MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: July 2, 2015

Members:

President Roger Winter (RW)	**ABSENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Keith Tamayo, Andrew Campagnola, Keith Rubenstein, James Mallilo and Lehti Laas

Meeting called to order at: 19:00 hours by Secretary Robert Franz.

Motion by Robert Franz and seconded by Seth Fischer to approve the minutes of June 18, 2015.
MOTION APPROVED UNANIMOUSLY

For disposition of new members see the Secretary's Report.

Motion by Seth Fischer and seconded by David Mohr to enter into Executive Session at 1910 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 1930 hours.

Proposals-
Amend Purchase of Stryker PowerPRO XT Ambulance Cot June 18, 2015 motion
Donation of Manual Stretcher to Huntington Fire Department
Resolution to provide VAWBL Policy coverage to HCFAS volunteers who act as Good Samaritans under Section 5-1 of VAWBL
Conversion of Customer Supplied 2015 Chevrolet Tahoe SSV First Responder Unit
Chief's Thank-you Brunch for Top 10 HCFAS Responders
Rotation Program Jackets for Chief and Deputy Chief's
SCPD Second Precinct Inspector Brady Retirement

Amend Purchase of Stryker PowerPRO XT Ambulance Cot June 18, 2015 motion
Motion by Robert Franz and seconded by David Mohr to amend the June 18, 2015 board motion to include the purchase of three (3) Protect Power-LOAD, Power –Pro XT maintenance

agreements at the original cost of $3,621.00 for a six (6) year period of time. The new total agreement would be for $91,671.56. This amount would be purchased through Stryker Flex Financial, a division of Stryker Sales Corporation, 1901 Romence Road Parkway, Portage, MI 49002, T: 1-888-308-3146, F: 877-204-1332, www.stryker.com. The payment schedule once approved will be three (3) payments, in the amount of $30,557.19 due 30 days after agreement is accepted. The following items must be completed and signed by a corporate officer to insure shipment of the order; Short Form, Conditional Sale Agreement, Exhibit A – Detail of Equipment, Insurance Authorization and Verification, Certificate of Incumbency & Authority, Corporate.

Daniel Stupin
Long Island, NY Account Manager
C / (516) 729-8355
F / (516) 977-3346
E / daniel.stupin@stryker.com
Website / www.ems.stryker.com <http://www.ems.stryker.com/>

HCAD funds

MOTION APPROVED UNANIMOUSLY

Donation of Manual Stretcher to Huntington Fire Department

Motion by David Mohr and seconded by Chief Thomas Lemp to donate one of the excess manual stretchers in conjunction with our upgrade to power stretchers to Huntington Fire Department. The fire department was previously donated the mounting brackets to be used on their two and a half ton hi water vehicle to access Lloyd Neck during wash overs.

MOTION APPROVED UNANIMOUSLY

Resolution to provide VAWBL Policy coverage to HCFAS volunteers who act as Good Samaritans under Section 5-1 of VAWBL

Motion by Robert Franz and seconded by David Mohr to pass the following resolution whose intent is to make available the coverage provided by section 5-1 of the volunteer ambulance workers' benefit law to HCFAS members who act as good Samaritans in other ambulance or fire districts before the local responsible agency arrives at the scene.

Whenever a volunteer ambulance worker of the Huntington Community First Aid Squad, Inc. performs duties under the Volunteer Ambulance Benefit Law Section 5 prior to the arrival of the ambulance department, ambulance company, or any unit thereof that is responsible for the provision of such care in that area such volunteer ambulance worker shall be entitled to coverage under the VAWBL coverage provided by the Huntington Community First Aid Squad, Inc. for the performance of such duties. Upon the arrival of ambulance department, ambulance company, or any unit thereof that is responsible for the provision of such care in that area, the volunteer ambulance worker shall report to the officer in command of such department, company or unit and upon such officer's assumption of responsibility, shall offer his/her services to assist such department, company or unit. If such offer of assistance is not accepted, then the volunteer ambulance worker of the Huntington Community First Aid Squad, Inc. must immediately cease performing any additional duties at the scene of the emergency.

Background: On June 15, 2015 a bill signed by Governor Cuomo in 2014 became law which amends the VAW Benefit Law to extend coverage to our members when they act as Good Samaritans at any incident in NYS prior to the arrival of the ambulance department, ambulance company or any unit thereof that is responsible for the provision of such care in that area.

A resolution must be adopted by HCFAS granting coverage for such duties.

The only effect on our VAWBL policy premium would be any resulting change in the experience modification and or the NYSIF modification caused by amounts paid on any claims that would now arise that would not formerly have been allowed.
The above motion/resolution has been reviewed our Squad attorney Tim Glynn.
MOTION APPROVED UNANIMOUSLY

Conversion of Customer Supplied 2015 Chevrolet Tahoe SSV First Responder Unit
Motion by Chief Thomas Lemp and seconded by David Mohr to convert the recently purchased Chevrolet Tahoe SSV, Vehicle Ident:1GNSK3EC3FR673531 from 112 Chevrolet (Cars Unlimited of Suffolk LLC.) into an First Responder Unit as outlined in the Specialty Vehicles Sales proposal dated June 8, 2015 by John M. Pokorny, Specialty Vehicles Sales, P: 516-507-0501, John@Specialtyvehiclesales.net. Forms #'s 125 and 126 have been completed and signed off. The cost of project as per the proposal is $23,140.00. Approval is pending receipt of a completed agreement approved by the President and New Vehicle committee chairperson as to all items in the specifications.

Specialty will provide a certificate of liability insurance with Huntington Community First Aid Squad, Inc. named as additional insured. The President or his designee is authorized to sign the purchase order, conversion agreement etc. pertaining to this project. The low bid of PL Custom / Hendrickson was not accepted since their bid did not initially include all the specifications items and had to be revised; their newness to the first responder conversion business and their lack of onsite service for lighting problems.
HCAD funds

Motion by Seth Fischer and seconded by Chief Thomas Lemp to move the motion.
2/3 approval needed
Yes: TL, GO, LV, SF, DM No: AA, RF, RS
MOTION NOT APPROVED

On the original motion:
Yes: TL, GO, LV, SF, DM, AA, RS Abstain: RF
MOTION APPROVED

Chief's Thank-you Brunch for Top 10 HCFAS Responders
Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to authorize a congratulatory brunch for the top ten members who answered up the most back-up calls since January 2015. The cost of the brunch is not to exceed $500. A list of the members will be provided at the BOD meeting which then will be included into this motion.
HCFAS funds
MOTION APPROVED UNANIMOUSLY (Note: Director Fischer not present for the vote)

Rotation Program Jackets for Chief and Deputy Chief's
Motion by Chief Thomas Lemp and seconded by Richard Stone to purchase four Blauer colorblock softshell fleece jacket with reflective HCFAS Chief. These jackets are to support the Chief's rotation program. The total cost of these coats are not to exceed $620.00.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Note: The following motion was done at the end of the meeting under New Business

SCPD Second Precinct Inspector Brady Retirement
Motion by Chief Thomas Lemp and seconded by Seth Fischer to authorize the Chief to purchase a plaque or a $150.00 gift card for Inspector Brady's retirement.
HCFAS funds
MOTION APPROVED UNANIMOUSLY (Note: Loreley Villamide-Herrera not present for vote)

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

June 18, 2015 – July 2, 2015	44 Transactions	HCAD Funds	$114,096.42
June 18, 2015 – July 2, 2015	9 Transactions	HCFAS Funds	$3,650.00
June 18, 2015 – July 2, 2015	1 Transaction	Explorer Post Funds	$120.00

MOTION APPROVED UNANIMOUSLY (Note: Chief Lemp was not present for the vote)

Transfers: None

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 06/11/15. The next meeting will be on Thursday, July 9th at 1900.
    - July 9th the officers meeting will be held at my house- all are welcome.
- **Personnel Report**- Report dated June 11th was issued by the 1st deputy and given to the secretary.
- **Status for 2015**- Total calls at the end of May 2015 were 491, with 7-24's making the 24/call rate for the month of May at 1.43%. Total cum calls are 2398 with 38-24's for a 24/call rate of 1.58%.
- **Building**-
    - Plumbers will be coming next week to work on drains.
    - Order was placed for 350 placards.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
    - 2-15-18 Will be going to Proliner to fix rear A/C
    - 2-15-16 Came back from Ford- in service
    - 2-15-17 Came back from Chevy A/C fixed.

  Issues-
    - Recruitment/ Membership procedures- last meeting discussion with Seth. Seth and the chief are currently working on procedures.
    - Updated on the Cyanide Antidote Kits- kits were ordered and ready for pick-up. Training for all ALS personnel will commence this week.

  - Please pass along that help is desperately needed on the Friday and Saturday overnight.
- **Medical/Training-**
  - QA/QI training class will be held on Thursday June 22th, topic will be Stroke.
  - June's monthly training is Lucas.
  - Next RTE/CPR class will be taught by Tom Lemp and Mary Sisinni starting 7/8/15.
  - Recertification application from the NYS Department of Health for our Ambulances and Narcotics- completed and stickers are on all rigs and certificate is posted in the dispatch office
  - Ongoing progress that our first and second deputy are going through our files and updating member status. Status has been posted in ready room.
- **Misc.**
  - Beach Stickers and EMS gifts are in and being handed out. See any chief
  - Out of the Six Huntington Chief's council Scholarship's that were awarded Monday night, Linda Guadagnin on the Monday 1900 shift had won. The other winners were from various departments.
  - Standby's- All standby requests need to be in writing and submitted to Liz Mohr, cc Chief, at least two weeks in advance.
- **Vehicle**
  - The conversion motion for the 2015 Chevrolet Tahoe will be presented and discussed tonight.
  - I would like to thank Keith Tamayo and his committee for all the hard work that they did and that they are doing.
- **Meetings-**
  - July 2nd- BOD
  - July 9th- Officers meeting
  - July 13th- GMM
  - July 16^{th-} BOD
  - July 23rd- Hospital meeting
- **Parades**
  - July 4th- Eaton's Neck FD- 1000
  - July 15th- Huntington Manor FD- 1930
  - August 5th- East Northport FD
  - September 3rd- Greenlawn FD
- **Standbys**-
  - July 2nd- Huntington Manor FD Yaphank
  - July 14,15,16,17,18- Huntington Manor Fair
  - July 17th- Wounded warrior
  - July 23rd- Huntington FD Yaphank

Secretary's Report –Robert Franz:

New Members:
Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Jayne Ericksen as a new probationary member #1459, Shift: Thursday 1500 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Kathryn Donegan as a new probationary member #1460, Shift: Sunday 2300 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

HCFAS Scholarships – All the anonymous donor funded scholarship checks were mailed to the six applicants as follows: members Justin Cook and Linda Guadagnin and Olivia Sisinni daughter of Matthew #985 & Mary # 962 Sisinni, Elizabeth Gurtowski daughter of Donna Gurtowski #1168, Linden Rudolph daughter of Richard Rudolph #1083, and Bedel Saget, Jr. son of Bedel Saget #1175.

Legislation – Unfortunately the NYS community paramedicine bill was not brought to the floor of the Senate for a vote prior to the 2015 legislative session adjourning. As previously reported, the bill did pass the Assembly. The legislative session will reconvene in January 2016 and this bill will still be active for that session.

President's Report – Roger Winter (as submitted):

- **Veterans Plaque** – I have received two quotes and designs for the Plaque from Art Plak, Supreme Trophies

- **Committee List for 2015** – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

- **ID Badge System** – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.

- **Fund Drive** – Donations as of 6/1/2015 – 1303 donations, $51,267.44

- **MC Alliance project:** A review the need for this service will be conducted.

- **Explorer Post 215 :**
  Sheryl Roach will be resigning for the position of Explorer Post Chief Advisor at the end of this school year. I am with the help of the Board of Directors and the Officer Corps will be looking for a replacement Chief Advisor.

Vice President's Report – Alyssa Axelrod:
On Monday, June 29th, we met with Bob Nadolski of Medic Health, the consulting agency hired by the Town of Huntington to look into HCFAS's use of mutual aid. The meeting was attended by myself, Chief Thomas Lemp, PIO Andrea Golinsky, Squad Attorney Tim Glynn, and Chief Fire Marshall Terry McNally.
The agenda was distributed prior to the meeting and the consultant was provided with an outline and written summary of all agenda points. The meeting largely followed the structure of the agenda, and much of the discussion was an elaboration of the written summary. The agenda provided and followed is as follows:

HCFAS Consultant Site Visit
Monday, June 29th – 10:00 AM
Introductions & Agenda
• Meeting Goals and Objectives

General Overview of Huntington Community First Aid Squad
• Gain an understanding of HCFAS's mission and history
• Obtain an overview of the services provided to the community
• Gain an understanding of the geographic area

Staffing and Deploying EMS Resources
• Discuss and review HCFAS's ambulance staffing model
• Gain an understanding of HCFAS' use of volunteer and paid staff
• Obtain a copy of the current HCFAS current schedule

EMS Response and Deployment Plans
• Discuss the EMS resource deployment plan – e.g. number of resources deployed by time-of-day and day-of-the-week
• Discuss and identify methods to determine and refine resource deployment plans with community need
• Discuss current back-up and mutual aid arrangements
• Discuss deployment related challenges

Response and Deployment Plan Quality Improvement Efforts
• Discuss and understand quality improvement efforts relating to response and deployment plans
• Discuss and understand quality improvement efforts associated with delayed responses and the use of mutual aid

Visit wrap-up
• Review any open items or deliverables
Several reports were also prepared and distributed throughout the meeting, in line with the planned agenda. These included a list of yearly HCFAS Community Outreach / Classes / Standbys; a current HCFAS Schedule/Roster; the May 2015 Friday/Saturday Overnight Coverage report; reports of calls received and mutual aided by day of week and time of day for 2014; the Suffolk County Emergency Medical Services Dispatch, Crew Confirmation, and

Mutual Aid Protocol; and the Jan – June 2015 No Response Report for all Suffolk County EMS Agencies.

Director Orr's Report-

27 people attended the square dance.

$656.00 was spent on member's, $110.00 was collected by guests who attended. The total cost was $766.00.

Old Business: None

New Business:

-The next Board meeting is scheduled for Thursday July 23, 2015 and the budget will be discussed pending receipt of an approval from the TOH Comptroller to extend the submission date.

Motion by Chief Thomas Lemp and seconded by David Mohr to adjourn the meeting at 2120 hours.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: July 16, 2015

Amended and approved: July 23, 2015

MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: July 23, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**ABSENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Peter Nakelski, John Palmieri, Dominic Heavey, Kathleen Castillo, and Lehti Laas

Meeting called to order at: 19:00 hours

Motion by Robert Franz and seconded by Seth Fischer to approve the minutes of July 2, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Proposals-
EMT Class at HCFAS
Clinical Clean Disinfect/Clean Vehicles 2015
Membership transportation for an East End Winery Tour
Renewal and continuation Group Life Insurance Coverage with VESO Trust (Voluntary Emergency Service Organization)
Emergency Repair/Replacement of Grease Trap
New York Yankees Game – Monday, August 24th at 7pm
Amend 6/18/15 BOD motion -Food/Refreshments Purchase HCFAS Picnic 2015
Amend 6/18/15 motion -Ice Cream truck for the picnic
Reports for Town of Huntington Study
1nd Deputy Chief Duties

EMT Class at HCFAS
Motion by Roger Winter and seconded by Chief Thomas Lemp, to grant the Suffolk County Division of Emergency Medical Services permission to conduct an EMT/B Refresher course at the Huntington Community First Aid Squad. The lead instructor will be Brian Canty. The class would be conducted on Thursdays, 1830-2200 hours, Saturday 0900-1530 hours. The period of time necessary to conduct the class will be as follows: Start date September 1, 2015 to December 17, 2015. All documents have been filed with Suffolk County Department of Health Services.

Refreshments will be provided at each session at a total course reimbursement not to exceed $500.00.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Clinical Clean Disinfect/Clean Vehicles 2015

Motion by Chief Thomas Lemp and seconded by Robert Franz to have the President Roger Winter enter into a renewal contract with Clinical Clean Sanitizing and Disinfecting Service for calendar year 2015 (see Attached). This service will be continuous from the end of our initial contract. The service will come in and clean and disinfect all six ambulances. at a cost of $1,434.00 every two months thereafter ($239 per ambulance times six equal $1,434). In addition, Clinical Clean would clean our Fly Cars car's at a cost of $89.95 per car.

If in the event an ambulance is out of the building when cleaning is to be performed, the second deputy chief would make an appointment at a later date with Clinical Clean at no extra cost to the squad. The total cost per service of the six (6) ambulances and three (3) fly cars will be $1,703.85 every two months. The contract will state that Clinical Clean must provide a certificate of liability insurance naming Huntington Community First Aid Squad, Inc. as additional insured and certificate holder for general liability, professional liability, automobile liability and umbrella liability and also provide a certificate of workers' compensation insurance.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Membership transportation for an East End Winery Tour

Motion by Chief Thomas Lemp and seconded by Seth Fischer to offer the membership transportation for East End Winery Tour for a Sunday in October.

Classic Bus - Price is based on a 49 passenger seats 47. Cost is $2,600.00 for 8 hours. Each additional hour is $325.00

Coach Bus - Price is based on 55 passenger seats 55 - $1,450.00 for 8 hours. Each additional hour is $150.00

You may bring your own refreshments and food. The vehicle will have ice and water.

Suggested gratuity for Chauffeur is $3.00 a person. You are not obligated to pay any gratuity but it's much appreciated.

The Savory Package includes lunch; they provide the same vehicle, along with a delicious Gourmet Appetizer, Lunch, Side Salads, Fruit and Dessert. They also include a Stemless wine glass for everyone. Staff is provided at the first couple of vineyards to secure tables, set up lunch, clean up and any service or help you might need. In the **Coach Bus the Savory** package pricing would be $79.00 a person.

The tour will leave HCFAS headquarters at 10:30AM on a Sunday in October and will be for 8 hours. Overtime is charged if we go over the 8 hours so bus will not wait for stragglers. We will visit 3 vineyard winery's not yet chosen; some offer lunch menus; and some offer cheese platters with the wine tasting. Tastings are at the expense of the individuals. Food and refreshments can be brought on the bus; ice and water will be provided. There is a signup sheet in the Ready Room.

Squad members are given first priority and nonmember guests will pay $40.00 (nonrefundable) Squad members will give a check for $40.00 made out to HCFAS and given to Joanne Cunningham to secure a spot. Checks will not be returned if you don't go. A full refund

will be made to any squad member who attends the tour. Seating is limited; Squad members are considered before guests. There will be a second posting and signup sheet that must be accompanied by checks to secure seats.
Joanne Cunningham 1139
HCFAS funds

Motion by Seth Fischer and seconded by Loreley Villamide-Herrera to table the motion.
Yes: RS, RF, DM, AA, SF, LV Abstain: TL
MOTION APPROVED to table

Renewal and continuation Group Life Insurance Coverage with VESO Trust (Voluntary Emergency Service Organization)
Motion by Robert Franz and seconded by Richard Stone, 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, 2015 to October 31, 2016 with an approved extension up to February 28, 2017 pending notification of the insurance company's November 1, 2016 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 $ 5,750.00 for active members and $ 850.00 for inactive life members (based upon the 08/01/15 census of 249 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 APPROVED UNANIMOUSLY

Emergency Repair/Replacement of Grease Trap
Motion by Robert Franz and seconded by Chief Thomas Lemp to remove and install a new grease trap located in the Bike Room. Service to be performed by Dependable Plumbing and Heating and Lawn Sprinklers, 620 6th Street, East Northport, New York 11731. Removal and by-passed of the grease trap took place on 9/20/2014 at a cost of $600.00. Installation of the new grease trap, 7/20/2015, material cost $575.00, labor $650.00. Total cost for project $1,825. Dependable Plumbing and Heating and Lawn Sprinklers, 620 6th Street, East Northport, New York 11731 must provide an acceptable Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage.
HCAD funds
MOTION APPROVED UNANIMOUSLY

New York Yankees Game – Monday, August 24th at 7pm
Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to purchase 50 tickets to attend the New York Yankees vs. Houston Astros baseball game on Monday, August 24th at 7pm. The cost of the tickets will be $29.00 per ticket, which reflects a promotional discount of 50% for the group purchase of 50 tickets. Seating is in the Main section. Each squad

member/Post member signing up for the trip must give event coordinator Greg Orr a check for $29.00 covering their cost. Members and Post members that attend will have their checks returned to them after the trip. Members and Post members signing up and not attending will have their checks deposited. Non-member guests attending with the member must pay $29.00 for their ticket, which must be submitted on a separate check. All guest checks will be deposited regardless of attendance.
Bus transportation to and from Yankee Stadium has been offered to us at no charge by Paul Mori. The cost of parking for each bus is $100. A tip of $125 will be provided to each bus driver. Total cost for tickets not to exceed $1,450 (50 tickets). Parking fees and reimbursements, plus tips, not to exceed $500, for a total trip cost not to exceed $1,950. A minimum of 30 people must sign up by August 6th, 2015 before the tickets are purchased. Consumption of alcohol will be permitted on the bus. Director Orr will be in charge of the group. A Post 215 Advisor must be present.
HCFAS funds

Motion by Seth Fischer and seconded by David Mohr to table the motion.
Yes: RF, SF No: TL, AA, RS, LV Abstain: DM
MOTION NOT APPROVED to table

On the original motion:
MOTION APPROVED UNANIMOUSLY

Amend 6/18/15 BOD motion -Food/Refreshments Purchase HCFAS Picnic 2015
Motion by Robert Franz and seconded by David Mohr to amend the 6/18/15 BOD motion for Food/Refreshments Purchase HCFAS Picnic 2015 by changing the per person amounts to $37.76 per adult (age 21 & up) and $ 23.60 per adult (age 13 -21) and $ 9.44 per child (age 5 to 12). This corrects a typographical error in the original motion.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

6/18/15 motion: Food/Refreshments Purchase HCFAS Picnic 2015
Motion by David Mohr and seconded by Chief Thomas Lemp to accept the recommendation of Special Event Committee Chairperson Brian Canty and to accept the menu and the bid of Big Bubba's BBQ (Corrine and Augusta Food Inc. D/B/A Milk and Sugar Café) to cater the Annual Picnic on Saturday, July 18, 2015 at a cost of $ 34.50 per adult (age 21 & up) and $ 24.70 per adult (age 13 -21) and $ 9.20 per child (age 5 to 12) inclusive of gratuity.
The agreement will require the vendor to provide certificates of liability insurance with Huntington Community First Aid Squad as additional insured and the day camp if required by Driftwood and a certificate proving workers' compensation coverage. The Squad's standard cancellation clause will also be part of the agreement.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Amend 6/18/15 motion -Ice Cream truck for the picnic
Motion by Robert Franz and seconded by David Mohr to amend the 6/18/15 BOD motion for Ice Cream truck for the picnic by changing the per person reduction amounts to $ 1.50 per adult (age 21 & up) and $ 1.00 per adult (age 13 -21) and $ zero per child (age 5 to 12).
HCFAS funds
MOTION APPROVED UNANIMOUSLY

6/18/15 motion: Ice Cream truck for the picnic
Motion by David Mohr and seconded by Chief Thomas Lemp to remove ice cream from Big Bubba's BBQ's agreement at a reduction of $1.50 per person for all age groups and engage a Mister Softie truck for $600.00 to dispense ice cream for about 1 hour or however long it takes to serve 150 people.
MOTION APPROVED UNANIMOUSLY

Note: The following motion was approved during Vice President Axelrod's report
Reports for Town of Huntington Study
Motion by David Mohr and seconded by Seth Fischer to authorize Vice President Axelrod to provide reports requested on 7/21/15 by the EMS study consultant as a follow up to his 6/29/15 on site meeting. These reports will be an update to the previously provided 2014 reports.
Yes: RS, RF, DM, AA, SF Abstain: LV (Note: Chief not present for the vote)
MOTION APPROVED

Note: The following motion was approved after the Executive Session
1nd Deputy Chief Duties
Motion by Chief Thomas Lemp and seconded by Robert Franz to relieve First Deputy Chief Dominic Heavey of his duties as 1st Deputy Chief.
MOTION APPROVED UNANIMOUSLY (Note: SF and LV not present for the vote)

Treasurer's Report – Richard Stone
Motion by Richard Stone and seconded by Robert Franz to accept the following for payment in accordance with the PPs and previous Board of Directors' motions July 2, 2015 – July 23, 2015.

(41) Checks HCAD $58,501.66
(15) Checks HCFAS $14,590.81
(1) Check Post $90.92
MOTION APPROVED UNANIMOUSLY

Transfers: None

Budget – The 2015 Working Budget and Town of Huntington HCAD 2016 Budget are not completed - There will be a Special BOD meeting on July 30, 2015.
The Chief submitted for consideration a 2015 and 2016 Operations Budget of major items to the Treasurer and Board.

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 07/09/15. The next meeting will be on Thursday, August 13th at 1900.
- **Personnel Report**- Report dated July 09th was issued by the 1st deputy and given to the secretary.
- **Status for 2015**- Total calls at the end of June 2015 were 528, with 3-24's making the 24/call rate for the month of June at .57%. Total cum calls are 2926 with 41-24's for a 24/call rate of 1.40%.
- **Building**-
    - Order was placed for 350 placards**.** Email was sent to Casey Orr for status.

  - I would like to thank Roger, Rich and Bob Biersack for taking care of the building issues that we been having.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.

- **Vehicle Status**-
  - 2-15-18 is at Proliner to fix rear A/C. Note that the warranty has expired. Asked the third deputy for status.

  Issues-
  - Recruitment/ Membership procedures- Still need to meet with Seth to work on procedures.
  - Updated on the Cyanide Antidote Kits- Spoke to the chief from Centerport today hopefully we will be picking kits up tomorrow.
  - Please pass along that help is desperately needed on the Friday and Saturday overnight.
  - We continue to send out e-mails, verbal requests, and we have asked all captains to inform their members to complete their BBP training. We are down to eighteen members who did not complete the training. By August 1st, I am recommending suspension to those members until completion.
- **Medical/Training-**
  - QA/QI training class was held on Wednesday July 22th, topic was Respiratory. Thanks to Fiona for putting this together.
  - July's monthly training is Heat Emergency.
  - RTE/CPR class will be finishing up on July 29th. There will be twenty members applying for membership.
  - Ongoing progress that our first and second deputy are going through our files and updating member status. Status has been posted in ready room.
- **Misc.**
  - Beach Stickers and EMS gifts are in and being handed out. See any chief.
  - Linda Guadagnin on the Monday 1900 shift has won one of the six Huntington Chief's council Scholarship's. The presentation will be held at the August Chief's council meeting.
  - Standby's- All standby requests need to be in writing and submitted to Liz Mohr, cc Chief, at least two weeks in advance.
  - Thanks for those members who attended the July 4th parade, July 15th parade, and July 21st wake.
  - A big thanks to Bob Franz finding an anonymous benefactor to donate additional funding for our scholarship winners.
  - Members for the Pulse check and EMS expo trips have been picked.
  - Thanks to Brian Canty and his committee for taking care of the picnic.
- **Vehicle**
  - I would like to thank Keith Tamayo and his committee for all the hard work that they did and that they are doing.
- **Meetings-**
  - July 2nd- BOD
  - July 9th- Officers meeting
  - July 13th- GMM

  - July 16th- BOD
  - July 23rd- Hospital meeting
- **<u>Parades</u>**
  - August 5th- East Northport FD
  - September 3rd- Greenlawn FD
- **<u>Standbys</u>-**
  - July 23rd- HFD Yaphank
  - August 4th- National Night Out
  - August 8th- Light of Salvation
  - August 26th- HMFD Yaphank

- **<u>Letters of Intent</u>-**

Number	First	Last	Day
1309	Melissa	Anastos	CO. 8
1208	Keith	Davis	CO. 8
1185	Audin	Delva	CO. 8
1346	Maxine	Epstein	CO. 8
1108	Samantha	Ryan	CO. 8
1272	John	Connors	CO. 8
1330	Matty	Lupinacci	CO. 8
1342	Chris	Vultaggio	CO. 8
1082	Spencer	Newman	CO. 8
1288	Kyle	Rudden	CO. 8
1440	Delores	Vogt	Thu

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	Day	Membership #	Type	Dates
Caracciolo, Stephanie	Mon	1171	Medical	6/22/15 – 9/22/15
Hirasawa, Tomoko	Mon	1404	Extended Operational	6/16/15 – 9/16/15
LoCascio, Martin	Thurs	1368	Medical	6/26/15 – 9/26/15
Newman, Spencer	Co. 8	1082	Extended Medical	6/1/15 – 9/1/15
Russo, Alison	Co. 8	884	Medical	7/3/15 – 10/3/15

MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Christian Lenio, member #1437, eligible 6/21/15, effective 7/23/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Diane Muszynski, member #1417, eligible 5/29/15, effective 7/23/15.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note/From
Burns, Eileen	Sun	767	6/9/15	Medical
Gander Sr., Joseph	Wed	1166	6/29/15	Medical
Schirripa, Thomas	Thurs	1392	6/17/15	Medical

Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for failure to fulfill shift requirements Claudia Femminella, member #1364, effective 7/23/15.
MOTION APPROVED UNANIMOUSLY

LOSAP Benefits 2014 – Participants who are receiving their benefit and earned a year of service credit for 2014 will be receiving their seven months of incremental 2014 benefit in July and each monthly benefit thereafter will reflect their increased benefit.

NYSVA&RA Scholarship – An email was sent to members reminding them that the scholarship application must be received by July 25, 2015, applications postmarked later than the deadline of July 22, 2015 will not be considered.

NYSVA&RA Special Awards Nominations – Applications must be submitted by email by August 1, 2015 or if by regular mail post marked no later than July 31, 2015 for consideration.

Suffolk REMSCO 7/14/15 meeting – The meeting agenda and correspondence listing is posted on the bulletin board.
-Transfer of Operating Authority (TOA) Application in the matter of Medic East II to Senior Care Emergency Medical Services, Inc. was approved.
Legislation:
-Community Paramedicine bill passed the Assembly but was not voted upon by the Senate.
-Seatbelt bill passed Senate & Assembly which requires the use of seatbelts by volunteer firefighters and volunteer ambulance service workers; provides exception for vehicles which do not have restraint systems provided by the manufacturer or to volunteer firefighters not seated within the confines of the vehicle or emergency medical personnel providing patient care in the

rear compartment of an ambulance. The effective date is November 1, 2015. The bill must be signed by the Governor.
-Smoke Alarms - Provides that batteries in battery operated single station smoke detecting alarm devices shall be non-replaceable, non-removable and capable of powering the devices for a minimum of ten years. The effective date is January 1, 2017. The bill must be signed by the Governor.
- VFBL coverage extended for certain lung and certain heart disease or malfunction. These bills were signed into law by the Governor.
- Bills for changes in the CON process and to allow FD to bill for EMS did not come out of committees for a vote.
-NYS Awards announcement:
Community Ambulance Company (of Sayville) has also been chosen to receive the 2014 New York State Agency of the Year.
Dr. Lawrence Schiff has been chosen to receive the 2014 New York State Physician of Excellence Award.
-2014 REMSCO Awards Ceremony will be Thursday October 1, 2015 at Lands End (approved $3,000 for refreshments).
Next meeting is September 8, 2015 at SC EMS Division Office in Yaphank at 7PM.

President's Report – Roger Winter:
Committee List for 2015 – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

ID Badge System – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.

Fund Drive – The second mailing has gone out as of Monday, July 13, 2015 Donations as of 7/22/2015 – 1403 donations, $54,842.44

MC Alliance project: A review the need for this service will be conducted.

Explorer Post 215 :
Sheryl Roach will be resigning for the position of Explorer Post Chief Advisor at the end of this school year. I am, with the help of the Board of Directors and the Officer Corps will be looking for a replacement Chief Advisor. At this time I do not have a candidate(s).

Vice President's Report – Alyssa Axelrod:
Alyssa gave an EMS study summary of the 7/21/15 request made to our attorney by the consultant (see motion).

Director Orr Report:
A summary was provided to the Board and Treasurer on the Friday and Saturday overnight incentive program.

To: Greg Orr, Special Event Board Liaison
From: Brian Canty, Special Event Chair
Date: July 18, 2015

<u>Recap of 2014 Picnic</u>

Total Signed Up	**153**	**22**	**32**	**14**
NO SHOWS	**24**	**0**	**7**	**3**
Add Ons	**7**	**0**	**2**	**1**
Max Total attending	**136**	**22**	**27**	**12**
Total paid	**142**	**17**	**21**	**19**

Costs

Catering	$5,689.96
Camp Use	$1,800.00
Misc	$520.50
Total Cost	$8,010.46

Cancelled after head count

Name	Memb	21 & Up	# 13 - 20	6 - 12	5 & Under
Cappola, Mark	1087	3	0		1
Harlan, Michael	1444	2	0		
		5	0	0	1

No Shows

Name	Memb	21 & Up	# 13 - 20	6 - 12	5 & Under
Angevine, Gina	1073	1	0		
Collado, Lenny	1428	3	0		
Donegan, Patrick	1383	1	0		
Kavanagh, Jody	928	2	0		
Klotsche, Alexander	1363	2	0		
Marino, Michele	1416	1	0	3	2
Sawyer, Stephanie	1445	4	0		
Willamson, Tiffany	1722	3	0	4	
Zapata, Janet	1203	2	0		
		19		7	2

Adds

Name	Memb #	# Guest 21 & Up Incl You	# 13 - 20 Incl Yourself if under 21	# Guest 6 - 12	# Guest 5 & Under
Stazak, Sally		**1**			
Bauer, Claudia		**1**			
White, Tiffany		**2**		**2**	**1**
Schaffert, Emily		**2**			
Mallilo, Jim		**1**			
		7		2	1

Director Villamide-Herrera:
Grants Committee: The contract with JSK Consultants (Grant Guys) has been executed and the grant process is underway. I will serve as the HCFAS point of contact for the Grant Guys. The writer will be sending a series of files requesting information regarding our organization, the community we service, and our resources. Members of the Grant Committee will contact Operational and BOD members as needed to populate the required information. In the meantime, I would like to assemble a small group (3-7 members) to work with the Grant Committee to compile a comprehensive list of 5-10 possible requests for HCFAS' FEMA AFG FY15 proposal. I would like to discuss possible participants (ALS, BLS, Operations, and BOD) for this committee at this next BOD meeting. The wish list will include new vendor purchase quotations and current resource information. This list will allow us to effectively compare the FEMA FY15 funding priorities and criteria, once released, with our wish list in order to narrow down the possibilities for the application. The Grant Committee (Keith Tamayo, Pam Davis, Keith Davis,

and I) will be responsible for oversight of the final wish list and management of the selection process recommendation. I hope to have all files and a working timeline to submission at the next BOD meeting.

Ambulance Orientation Committee: Co-Chair Kristin Schwartz is on an OLA and I have resigned as Co-Chair of the Committee effective June 19, 2015. An existing member has expressed interest in taking on the Co-Chair position and this information was communicated to the Chiefs. I am awaiting further formal notification from Operations as to who to transfer the keys and committee information.

SOP and By-Laws Committee: A member raised a concern regarding two approved changes in previous year(s) that seem not to have made their way into the final working version. I have copies and have asked Director Dave Mohr for assistance in researching and resolving the matter. I will follow up again at the next meeting.

Old Business: None

New Business: None

Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to enter into Executive Session at 2105 hours.
MOTION APPROVED UNANIMOUSLY (Note: RF not present for the vote making copies for Board)

Out of Executive Session at 2145 hours (see motion First Deputy Chief's duties).

Motion by David Mohr and seconded by Richard Stone to adjourn the meeting at 2200 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: August 6, 2015

Amended and approved: August 20, 2015

MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Special Meeting
DATE: July 30, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**ABSENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**ABSENT**
David Mohr (DM)	**ABSENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Meeting Notification: A timely special meeting notification had been given to all the Directors by President Winter / Secretary Franz.

Meeting called to order at: 19:00 hours by President Roger Winter.

Guests: Bernard Poole and Brian Canty.

Proposals-
HCAD 2015 Working Budget Proposal
HCAD 2016 Budget Proposal
American Red Cross Blood Drive August 22, 2015
NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference & Trade Show Pre Conference Attendees

Presentation and Discussion of a previously distributed proposed HCAD 2015 working budget and HCAD 2016 budget.

HCAD 2015 Working Budget
Motion by Treasurer Richard Stone and seconded by Secretary Robert Franz to accept the proposed HCAD 2015 Working Budget dated July 30, 2015 in the amount of $2,340,301.00 as amended.
HCAD funds.
MOTION APPROVED UNANIMOUSLY (RW voted)

HCAD 2016 Budget Proposal
Motion by Treasurer Richard Stone and seconded by Chief Thomas Lemp to accept the proposed HCAD 2016 Budget of $2,087,618.00 as amended. The Treasurer will submit this budget request to the Town of Huntington for approval.
HCAD funds
MOTION APPROVED UNANIMOUSLY (RW voted)

American Red Cross Blood Drive August 22, 2015 Room Request

Motion by Robert Franz and seconded by Loreley Herrera to grant permission for the American Red Cross to conduct a Blood Drive at the Huntington Community First Aid Squad. The Blood drive will be held in the General Membership room on Saturday, August 22, 2015 from 0800 until 1700 hours. The President has confirmed that the room is available on the Squad's calendar of events for the proposed date. Kathleen Castillo will coordinate the event with the American Red Cross and HCFAS.

The American Red Cross, Greater NYC District, 999 South Oyster Bay Road, Suite 112, Bethpage, New York 11714 must provide an acceptable Certificate of Liability Insurance naming the Huntington Community First Aid Squad, Inc. as additional insured and certificate holder for general liability, professional liability, automobile liability and umbrella liability and also provide a certificate of workers' compensation insurance. American Red Cross Michael Halperin, Business Development Manager Donor Recruitment Department, contact phone number 631-327-7927 and Jennifer McDougall, Account Manager Donor Recruitment Department, contact phone number 631-350-3991, Fax number 631-349-3025, are the American Red Cross contacts.

MOTION APPROVED UNANIMOUSLY (RW voted)

NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show Members – Amended 5/7/15 Motion for Pre Conference on 9/24/15

Motion by Chief Thomas Lemp and seconded by Loreley Herrera to amend the 5/7/15 BOD motion and accept the recommendation of the Second Deputy Chief James Mallilo and authorize and approve up to five (5) members (non-delegates) to attend the Preconference BLS CME course on 9/24/15 at a registration cost of $65.00 per member, total not to exceed $325.00 to be paid before August 31, 2015. The following members will attend: Chief Thomas Lemp, 2nd Deputy Jim Mallilo, Captain Kathleen Castillo, BOD Member Loreley Herrera and 1st Deputy Chief Dominic Heavey. All five members must attend both Part 1 and Part 2 of the BLS CME Preconference course which will be held on 9/24/15. Further to approve on 9/23/15 hotel accommodations not to exceed $140.00 per person, total cost of $700.00 for 5 members and approve meals and incidentals expenses of $61.00 per person (75% for day of travel). All other terms of the 5/7/15 motion must be followed.

HCAD funds

MOTION APPROVED UNANIMOUSLY (RW voted)

Motion by Gregory Orr and seconded by Chief Thomas Lemp to adjourn the meeting at 2120 hours.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: August 16, 2015
Amended and approved: August 20, 2015

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: August 20, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**1918 hours**
Loreley Villamide-Herrera (LV)	**1910 hours**
Chief Thomas Lemp (TL)	**1938 hours**

Guests: Kathleen Castillo, Mark Cappola, and Bernard Poole

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by David Mohr to approve the minutes of July 23, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by David Mohr to approve the minutes of July 30, 2015 as amended.
Yes: RS, RF, SF, DM Abstain: AA
MOTION APPROVED

Proposals-
Emergency Gas Repair August 1&3, 2015 RR Plumbing / Roto-Rooter (email vote)
Emergency Gas Repair and Re-piping of Building and Pressure Test RR Plumbing/Roto-Rooter as amended 8/13/15
Membership Transportation for East End Winery Tour
Explorer Post 215 Chief Advisor Appointment for the 2015-2016 school years
Explorer Post 2016 Fundraisers
Explorer Post 215 Activities 2015-2016
Explorer Post 215 Photo Release Form 2015-2016
Explorer Post 215 Rules of Conduct 2015-2016
Veterans Plaque
Renew Adept Technology Contract
Voting Machine and Elections 2015
Advance for Meals on Election Day 2015
Holiday Cards 2nd Division FD & VAS

Holiday Cards for Inactive Life members
2015 Election Day Hours
Presence at the time of Yearly Elections
Holiday Gift Cards
Approve NYS Volunteer Ambulance & Rescue Association Delegates
Purchase a Field of Honor Flag
HCFAS Participation in the Huntington Township Chamber of Commerce Fall Festival 2015
American Red Cross Blood Drive August 22, 2015 Room Request
Capnography Class for ALS & BLS Providers
Amend EMS World EXPO Las Vegas 2015 Travel Expense

Emergency Gas Repair August 1&3, 2015 RR Plumbing / Roto-Rooter
Motion by President Roger Winter and seconded by Treasurer Richard Stone to approve the emergency expenditure authorized by the Third Deputy Chief Keith Rubenstein for $9,797.00 for emergency gas leak investigation and repairs for work done on Saturday 8/1/2015, labor, material, permit, $4,687.00 and Monday, 8/3/2015, labor and material, for $5,110.00 by RR Plumbing / Roto Rooter, 241 Central Avenue, Farmingdale, New York 11735, Contact Eric Rodriguez, P: 631-694-3805 as outlined on invoice dated August 3, 2015.
HCAD funds
E-Mail Vote 8/4/2015
RW-Y, AA-Y, NA, RF-Y, RS-Y, SF-Y, GO-Y, LVH-Y, DM-Y, TL-Y
Results of e-Mail vote: Y-9, N-0, A-0, and No Response-0
MOTION APPROVED

Director Villamide-Herrera entered the meeting at 1910 hours during the following motion.

Director Orr entered the meeting at 1918 hours during the following motion.

Chief Thomas Lemp entered the meeting at 1938 hours during the following motion.

Emergency Gas Repair and Re-piping of Building and Pressure Test RR Plumbing/Roto-Rooter as amended 8/13/15
Motion by President Roger Winter and seconded by Treasurer Richard Stone to authorize the additional emergency repair and re-piping and gas pressure test of the entire building and all the natural gas lines in the building as outlined in the proposal dated August 3, 2015 submitted by RR Plumbing / Roto-Rooter, 241 Central Avenue, Farmingdale, New York 11735, Contact Eric Rodriguez, P631-694-3805 ext. # 22222. H2M has reviewed the proposal and inspected the work site and approves the work to be completed. The cost of the project is estimated at $36,800.00 for time and material. Service guarantee on the proposal submitted, plumbing replacement one year.
RR Plumbing Roto-Rooter will provide a certificate of liability insurance naming Huntington Community First Aid Squad, Inc. as additional insured and certificate holder for general liability, professional liability, automobile liability and umbrella liability. RR Plumbing Roto-Rooter will provide a certificate of workers' compensation insurance. An updated certificate will be provided upon the renewal of any insurance policy.

HCAD Funds
Yes: RS, RF, GO, AA, SF, DM, LV Abstain: TL
MOTION APPROVED

Membership Transportation for East End Winery Tour
Motion by Gregory Orr and seconded by Chief Thomas Lemp to offer the membership transportation for East End Winery Tour for Sunday October 18, 2015.
FIRST GLASS WINE TOURS
Coach Bus - Air conditioned with bathroom. Price is based on 55 passenger seats 55 - $1,450.00 for 8 hours plus up to a $3.00 gratuity per attendee.
Each additional hour is $150.00. Eight hours is being requested which should be more than enough.
You may bring your own refreshments and food. The vehicle will have ice and water.
The tour will leave HCFAS headquarters at 10:30AM on Sunday October 18th and will be for 8 hours.
We will visit 3 vineyard winerys - Pelligrini, Osprey and Jason's. Some offer lunch menus; and some offer cheese platters with the wine tasting. Some have food trucks.
Tastings are at the expense of the individual.
Food and refreshments can be brought on the bus; ice and water will be provided.
There is a signup sheet in the Ready Room and we have more than 55 members and guests signed up to date. We may need a second bus possibly smaller depending on the final count.. There will be a second posting and signup sheet once we have a commitment on the date from the tour company. That sign-up sheet must be accompanied by checks to secure seats. Squad members are given first priority and nonmember guests will pay $40.00 (nonrefundable) Squad members will give a check for $40.00 made out to HCFAS and put in Joanne Cunningham's mail folder to secure a spot. Checks will not be returned if you don't go. A full refund will be made to any squad member who attends the tour. **Separate checks for guests please.** Seating is limited to 55 attendees (squad members may bring one guest at $40).
A certificate of liability insurance with HCFAS named as additional insured will be requested from the tour operator and/or bus company.
Additional Information
I also got prices from LI Vineyard Tours - $95.00 per person without lunch!!
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Chief Advisor Appointment for the 2015-2016 school years
Motion by Robert Franz and seconded by Chief Thomas Lemp to approve President Roger Winter's appointment of Susanna (Sue) Otto as Chief Advisor and Brian Canty as Associate Advisor effective for the 2015-2016 school year in accordance with Post 215 Standard Operating Procedures Article II, Section 1.
2/3 vote required.
MOTION APPROVED UNANIMOUSLY

Explorer Post 2016 Fundraisers
Motion by Robert Franz and seconded by Chief Thomas Lemp to permit Explorer Post 215 to fundraise at HCFAS meetings and/or events (with prior permission of the President) and/or

Explorer Post 215 meetings and events for 2015-2016 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

Explorer Post 215 Activities 2015-2016
Motion by Robert Franz and seconded by Chief Thomas Lemp to approve but not limited to the following events and fund raisers that Explorer Post 215 may participate in for the 2015-2016 school year. Chief Advisor Susanna (Sue) Otto 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
2. Spring Donation Food Drive – Scouting for Food
3. St. Patrick's Day Parade/Dinner.
4. Touch-A-Truck/Earth Day - TOH.
5. Fund Raisers - Candy Sales, Cookie Dough, Raffle Fundraiser
6. EMS Week/Open House.
7. Explorer Post 215 Installation Breakfast/Dinner.
8. Pole Position Go Carting (Indoor).
9. Explorer Post 215 Open House/Recruitment Meeting.
10. Monster Mini.
11. Joint trainings with any 2nd Division department's 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
14. Medical Communications Tour
15. Huntington's Fall Festival First Aid Patrols/Ambulance Tours
16. Civil Air Patrol Rescue Drills
17. HCFAS Assorted Children's Parties
18. HCFAS Family Picnic
19. Baseball Games/EMS Facility Tour at Citifield, Yankee Stadium, or similar stadium setting
20. JFK Airport EMS Tour
21. MCI Drills
22. 911Memorial and/or Museum Tour
23. Ellis Island/Statue of Liberty Tour
24. Bodies Exhibit, NYC Trip
25. Wilderness Extrication Drill/Canine Search & Rescue
26. Second Precinct Police Department – Tour/Educational Lecture
27. Intrepid Museum Trip, NYC

MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Photo Release Form 2015-2016

Motion by Robert Franz and seconded by Chief Thomas Lemp 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 2015-2016

Motion by Robert Franz and seconded by Chief Thomas Lemp 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

Veterans Plaque

Motion by President Roger Winter and seconded by Gregory Orr to authorize the construction of a Veteran's plaque from Colorfully Yours, Inc. 11 Grant Avenue, Bay Shore, New York 11706 as outlined in their proposal # 15-31840, dated 7/28/2015 at a cost of $1,040.00. Contact: Joe Linder, P: 631-2428600, F: 631-242-8664, e-Mail: joe.linder@colorfullyyours.com

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Renew Adept Technology Contract

Motion by Richard Stone and seconded by Robert Franz 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., 60 Plant Avenue, suite #2, Hauppauge, NY 11788, Phone: 800-506-9981, as per quote dated 8/11/2015, estimate # 2014-0610. The 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. Contact person Keith Siegel, 631-676-1756 Ext. 10, C: 631-235-1863. 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 charge 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 9/1/2015 – 8/30/2016. These rates are the same as the rates charged in 2014/2015.

HCAD Funds

MOTION APPROVED UNANIMOUSLY

Voting Machine and Elections 2015

Motion by Robert Franz and seconded by David Mohr 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 14, 2015 at a cost not to exceed $1,5000.00. 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 $300.00.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Advance for Meals on Election Day 2015
Motion by Robert Franz and seconded by David Mohr to authorize a $150.00 advance to the Secretary for meals on Election Day for staff who are working the 2015 election.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Holiday Cards 2nd Division FD & VAS
Motion by Robert Franz and seconded by David Mohr to authorize and approve the Secretary to purchase 2015 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
MOTION APPROVED UNANIMOUSLY

Holiday Cards for Inactive Life members
Motion by Robert Franz and seconded by Seth Fischer to authorize and approve the Secretary to purchase 2015 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

2015 Election Day Hours
Motion by Robert Franz and seconded by David Mohr to set the time of the 2015 General Election from 8:00am to 8:00pm.
MOTION APPROVED UNANIMOUSLY

Presence at the time of Yearly Elections
Motion by David Mohr and seconded by Gregory Orr 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 dinner and meeting on Monday evening. Any exceptions are to be authorized by the President or his designee.
Yes: RS, DM, SF, AA, GO, LV, TL No: RF
MOTION APPROVED

Holiday Gift Cards
Motion by Seth Fischer and seconded by David Mohr 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 14, 2015. The Treasurer will be responsible for the purchase and the Vice President is responsible for the distribution of the gift cards.
HCFAS Funds
MOTION APPROVED UNANIMOUSLY

Approve NYS Volunteer Ambulance & Rescue Association Delegates
Motion by David Mohr and seconded by Seth Fischer to authorize and approve NYS Volunteer Ambulance & Rescue Association Delegates Andrea Golinsky or Bob Franz to serve as HCFAS's proxy and authorize said proxy to vote on HCFAS's behalf at the NYSVARA's annual meeting or any adjournment of such meeting.
MOTION APPROVED UNANIMOUSLY

Purchase a Field of Honor Flag
Motion by David Mohr and seconded by Seth Fischer 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 6, 2015 to Saturday, December 6, 2015 after December 9, 2015 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 251, Huntington, NY 11743
HCFAS funds
MOTION APPROVED UNANIMOUSLY

HCFAS Participation in the Huntington Township Chamber of Commerce Fall Festival 2015
Motion by Chief Thomas Lemp and seconded by David Mohr to approve HCFAS to be the provider of EMS for the Huntington Township Chamber of Commerce 2015 Fall Festival and to designate Chief Tom Lemp and the Chief Officer Corps 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 10 to October 11, 2015 (Please be advise that the Chamber of Commerce is requesting a standby on October 10 and 11 only).
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
MOTION APPROVED UNANIMOUSLY

American Red Cross Blood Drive August 22, 2015 Room Request
Motion by Chief Thomas Lemp and seconded by Gregory Orr to grant permission for the American Red Cross to conduct a Blood Drive at the Huntington Community First Aid Squad. The Blood drive will be held in the General Membership room on Saturday, August 22, 2015 from 0800 until 1700 hours. The President has confirmed that the room is available on the Squad's calendar of events for the proposed date. Kathleen Castillo will coordinate the event with the American Red Cross and HCFAS.

American Red Cross Michael Halperin, Business Development Manager Donor Recruitment Department, contact phone number 631-327-7927 and Jennifer McDougall, Account Manager Donor Recruitment Department, contact phone number 631-350-3991, Fax number 631-349-3025, are the American Red Cross contacts.

The American Red Cross, Greater NYC District (999 South Oyster Bay Road, Suite 112, Bethpage, New York 11714), will provide a certificate of liability insurance naming Huntington Community First Aid Squad, Inc. as additional insured and certificate holder for general liability, professional liability, automobile liability and umbrella liability The American Red Cross, Greater NYC District will provide a certificate of workers' compensation insurance. An updated certificate will be provided upon the renewal of any insurance policy.
MOTION APPROVED UNANIMOUSLY

Capnography Class for ALS & BLS Providers
Motion by Alyssa Axelrod and seconded by Chief Thomas Lemp to accept the recommendation of Second Deputy Chief Jim Mallilo and hold a Capnography class in headquarters on Wednesday, September 23rd, 2015 from 6:30pm to 9:30pm. The class will be taught by Eric Korneffel of Heartstart Educators at a cost of $250. With the scope of BLS provider skills continuing to expand, this course will provide a head start introduction to capnography as an assessment tool, and will also serve as a review class for ALS providers.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Amend EMS World EXPO Las Vegas 2015 Travel Expense
Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to amend the May 7, 2015 EMS WORLDEXPO Las Vegas 2015 motion. The amendment would be on the travel portion, round trip coach air fare not to exceed $400.00 per person per trip, to be amended to not to exceed $550.00 per person per trip.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Previous motion May 7, 2015
EMS WORLDEXPO Las Vegas 2015
Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to accept the recommendation of Second Deputy Chief Jim Mallilo and authorize and approve up to ten (10) members to attend the EMS World Expo at the Las Vegas Convention Center, 3150 Paradise Road, Las

Vegas, Nevada between Thursday, September 17, 2015 through Saturday September 19, 2015 at a registration cost not to exceed $440.00 per person, (3 – 5) $310 per person, (6+) $270.00 per person. Hotel accommodations not to exceed $400.00 per person (inclusive of any taxes and fees, double occupancy is encouraged), Wednesday night, September 16, 2015 through Friday, September 18, 2015 (3 nights). Meals and incidental expenses not to exceed GSA federal government rate (as of 5/3/2015 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. All ground transportation not to exceed $160.00 per person. Members will attend a minimum of 9 educational sessions. 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 requester 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 original 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. Only actual expenses shall be reimbursed up to their approved limit and category. If possible all airfares and room expenses will be paid by an HCFAS corporate credit card.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions July 23, 2015 – August 20, 2015.

HCAD (56) Checks Totaling $ 79,071.05
HCFAS (8) Checks Totaling $ 5,996.59
MOTION APPROVED UNANIMOUSLY

Transfers:
We transferred $200,000.00 on 7/31/15 from HCAD Savings to HCAD Checking.

Budget – Town of Huntington HCAD 2016, HCFAS 2015, 2016

Chief's Report – Thomas Lemp:

- **<u>Officer's Meeting</u>**- The last Officers meeting was held on 07/13/15. The next meeting will be on Wednesday, September 9th at 1900.
- **<u>Personnel Report</u>**- Report dated July 13th was issued by the 1st deputy and given to the secretary.
- **<u>Status for 2015</u>**- Total calls at the end of July 2015 were 545, with 10-24's making the 24/call rate for the month of June at 1.83%. Total cum calls are 3470 with 51-24's for a 24/call rate of 1.47%.
- **<u>Building</u>**-
  - Received 350 placards**.** Presently issuing to members.
  - I would like to thank Roger for taking care of securing the vendor on the parking lot.
  - I would like to thank Rich for taking care and dealing with the plumbers on the gas leak.

Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.

- **Vehicle Status**-
  - 2-15-18 was brought back from Proliner on repairs to the rear A/C.
  - 2-15-17- body work is being repaired
  - 2-15-81- Should have the new vehicle in two weeks
- **Issues-**
  - Procedures on the Cyanide Antidote Kits are posted in the dispatch officer.
  - Please pass along that help is desperately needed on the Friday and Saturday overnight.
  - We continue to send out e-mails, verbal requests, and we have asked all captains to inform their members to complete their BBP training. We are down to eighteen members who did not complete the training. By August 1st, I am recommending suspension to those members until completion.
- **Medical/Training**-
  - QA/QI training class will be held on Tuesday, August 25th , topic Diabetic emergencies. Thanks to Fiona for putting this together.
  - August monthly training is Cyanide kit
  - RTE/CPR class will be starting in September. A "blast" was sent out for additional instructors.
  - Ongoing progress that our first and second deputy are going through our files and updating member status. Status has been posted in ready room.
  - The First deputy will be holding a PCR class within the next month. A sign-up sheet will be down in the ready room.
- **Misc.**
  - Linda Guadagnin on the Monday 1900 shift has won one of the six Huntington Chief's council Scholarship's. The presentation will be held at the August Chief's council meeting. Joint meeting with commissioners and Board at East Northport.
  - October 26th, HCFAS will be hosting the Chief's council meeting.
  - Standby's- All standby requests need to be in writing and submitted to Liz Mohr, cc Chief, at least two weeks in advance.
- **Meetings-**
  - August 31st- Chief's Council- Joint meeting
- **Parades**
  - September 3rd- Greenlawn FD
- **Standbys**-
  - August 26th- HMFD Yaphank

Status Changes:

Number	Last	First	Day	Shift	To	From	Effective
1285	Wissner	Leslie	Sun	1500	Driver	D/T	08/12/2015
1448	Talwar	Jasmeet	Fri	1100	Amb Oir	N/A	07/03/2015
1453	Crane	John	Tue	1500	ACL	FA	08/13/2015
1454	Manard	John	Fri	1100	Amb Ori	N/A	08/07/2015
1324	Nucci	Carol	Tue	0700	ACL	FA	08/13/2015

1408	Giusto	Andrew	Tue	1500	ACL	FA	08/13/2015
1441	Martinez	Beatrice	Sun	1100	FA	Aid	08/13/2015
1381	Castagna	Shayna	Sun	1900	CL	ACL	08/13/2015
1450	Gallego	Vanessa	Mon	1500	D/T	CL	08/13/2015

Shift Changes:

Number	Last	First	To	Shift	From	Shift	Effective	Comments
1339	Calderone	Nicole	Sun	1900	Sun	1500	05/17/2015	
1442	Herold	Michal	Sat	1500	Wed	1500	06/27/2015	
1447	Capotosto	Michael	Sun	1100	Sat	1100	08/02/2015	
1024	**Stiles**	**Christy**	**Tue**	**1900**	**Admin**	**N/A**	**02/03/2015**	**Back Date**

Overdue Return to Duty:

Number	Last	First	Day	Shift	RTD Date	Type
1288	Rudden	Kyle	CO. 8	N/A	07/10/2015	OLOA

Letters of Intent:

Number	Last	First	Day	Shift	Date	Comments
1442	Michel	Herold	Sat	1500	07/28/15	Suspension Letter 08/2/15 Review Training
1394	Roff	Michael	Sun	2300	07/28/15	Suspension Letter 08/2/15 Review Training (Completed)
1288	Rudden	Kyle	CO. 8	N/A	07/28/15	Suspension Letter 08/2/15 Review Training (Resigned)
928	Kavanaugh	Jody	Sat	1900	07/28/15	Suspension Letter 08/2/15 Completed 8/7/15

Secretary's Report –Robert Franz:

Note: New members were voted on at the start of the meeting

New Members:

Motion by Seth Fischer and seconded by David Mohr to accept Tyrone Costa as a new probationary member #1461, Shift: Thursday 1900 in accordance with Article III, Section 2 of the By-Laws.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	**Day**	**Membership #**	**Type**	**Dates**
Crane, John	Tues	1453	Emergency Medical	8/13/15 – 11/13/15
Kelly, Daniel	Mon	1096	Medical	7/20/15 –

				10/20/15
Klotsche, Alexander	Sun	1363	Educational	8/30/15 – 12/21/15
Lau, Allison	Sun	1226	Educational	8/24/15 – 5/23/16
O'Leary, Thomas	Thurs	1187	Medical	8/6/15 – 11/2/15
Salzone, Meaghan	Tues	1244	Operational	8/18/15 – 11/18/15
Schaffert, Emily	Wed	1248	Educational	8/19/15 – 12/24/15
Schramm, MaryAnn	Wed	595	Extended Operational	7/15/15 – 10/15/15
Staszak, Sally	Wed	397	Operational	4/1/15 -7/1/15
Staszak, Sally	Wed	397	Extended Operational	7/1/15 – 10/1/15
Winter, Mary	Fri	485	Medical	7/17/15 – 10/19/15

MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Suzette Crespo, member #1438, eligible 7/12/15, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Vanessa Gallego, member #1450, eligible 8/14/15, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Michael Harlan, member #1444, eligible 8/3/15, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Beatrice Martinez, member #1441, eligible 8/16/15, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Kevin Schwartz, member #1449, eligible 8/14/15, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to Jasmeet Talwar, member #1448, eligible 8/3/15, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note/From
Barker, Nancy	Mon	930	5/18/15	Operational
Cortes, Israel	Fri	1174	6/27/15	Operational
Daniels, Jeffrey	Sun	1358	5/15/15	This is the same date as the start of the OLOA because the member decided not to take a OLOA.
Gabriel, Rodriguens	Mon	1224	6/15/15	Educational
Ladd, Jennifer	Co. 8	1267	3/2/15	Operational
Maldonado, Beatris	Sun	1275	6/14/15	Operational
O'Leary, Thomas	Thurs	1187	8/19/15	Medical

Resignations:
Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the resignation of Kyle Rudden, member #1288, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to accept the 7/16/15 resignation of Michael Petronella, member #1386, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

Dropped:
Motion by Robert Franz and seconded by Chief Thomas Lemp to drop from membership for failure to fulfill shift requirements probationary member Delores Vogt, member #1440, effective 8/20/15.
MOTION APPROVED UNANIMOUSLY

LOSAP 2014 Benefit Statements
- The 2014 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. The total number of benefit statements distributed was 367. Many thanks go to Christy Stiles, Mary Brenner and Pete Nakelski for assisting with the distribution.
- It appears that after the TOH pays the 2014 LOSAP contribution of $416,961 in 2015, the HCFAS LOSAP fund at 12/31/14 is underfunded by approximately $133,000 ($54,000 in 2013)

or $550,000 before the contribution. Net investment income was $273,000 for 2014 vs. $586,000 for 2013.

Personnel

– A member was incurred a facial spray of vomit from a patient and was treated at Huntington Hospital. The exposure control committee filed a Ryan White request with Huntington Hospital. This is being treated as a first aid claim and the hospital has been notified to bill HCFAS.

- While exiting the ambulance a member hit the curb with their boot and fell on their butt. No workers' compensation claim was made and member continued on duty.

NYS Insurance Fund (VAWBL Policy) –NYSIF did an annual site visit walkthrough at the Squad on August 13, 2015. A letter was subsequently received with three building items listed for corrective action. The list was forwarded to Third Deputy Keith Rubenstein for his corrective action.

REMSCO & REMAC July meeting minutes have be posted on the bulletin board.

-SEMSCO May meeting notes from Mike McEvoy (Albany) were also posted on the bulletin board.

Picnic – I did not receive the certificate of workers compensation insurance certificate from the vendor or picnic chairperson for this event (this occurred in 2014 also).

Member's mail folders – A notice was put in the July Pulse for members to check their mail folders and not use them for storage.

Gas Leak – Thanks go out to Third Deputy Chief Keith Rubenstein, Treasurer Richard Stone and President Roger Winter for their time and effort in overseeing the contractor for three weeks to make sure that this item was properly rectified.

President's Report – Roger Winter:

Committee List for 2015 – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

ID Badge System – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.

Fund Drive –Donations as of 8/12/2015 – 1735 contributors, donations, $65,711.44

MC Alliance project: A review the need for this service will be conducted.

Explorer Post 215 :

Sue Otto has agreed to take the Chief Advisor position with the assistance of Brian Canty as Co-Chief Advisor. Thank you to both.

- **Operational Officers Status Changes –** At the General Membership Meeting on August 10, 2015 a motion to retain Dominic Heavey as a nonoperational First Deputy Chief was passed pending successful completion of his EMT-B exam.
- The parking situation has gotten worse if you can imagine that. We now have the two from Greenlawn FD back and around eight officers from the second pct. What is the status of the placards'? When are we going to notify those illegally parking that we will start enforcing the rules?
- The parking lot has been completed and the final striping will be done on Tuesday evening 4/18/15. I have asked them to replace the stops by the handicap poles.
- The gas repair has been completed and inspected as of today 8/18/15. Thank you Richard Stone for overseeing this project.

Old Business:

- **Drug Policy-** up for review, Seth Fischer. President Winter reminded the Board to review the policy submitted by Director Fischer. Director Villamide-Herrera will also provide copies of drug policies she has access to.
- **Uniform Code-** new revision has not been submitted
- **Paramedic Proposal –** John Palmieri is writing a report

New Business: None

Motion by Seth Fischer and seconded by Thomas Lemp to enter into Executive Session at 2045 hours.
MOTION APPROVED UNANIMOUSLY

Director Mohr left the meeting at 2113 hours.

Out of Executive Session at 2130 hours.

Motion by Seth Fischer and seconded by Chief Thomas Lemp to adjourn the meeting at 2135 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 1, 2015

Amended and approved: September 3, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: September 2, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**ABSENT**
Loreley Villamide-Herrera (LV)	**ABSENT**
Chief Thomas Lemp (TL)	**PRESENT**

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of August 20, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by David Mohr and seconded by Seth Fischer to enter into Executive Session at 1910 hours.
MOTION APPROVED UNANIMOUSLY

Chief Thomas Lemp and Vice President Alyssa Axelrod left the meeting at 1926 to answer alarm #4143.

Executive Session ended at 1938 hours.

Proposals-
Bond Investment
Fireman's Association State of NY Legislative Conference
Annual Dues NYS Association of Fire Chiefs 2015/2016
Annual Dues Firemen's Association of the State of NY 2015/2016
NYSVARA special award & Scholarship recipients
General Meeting Room Request Sunday 11/22/15 - Mark Cappola #1087
General Meeting Room Request Sunday October 4, 2015 - Elizabeth Wuestman # 1399
LOSAP Beneficiary Designation Form Revision
Amend Quality Blacktop Service – Sealcoating 12/4/2014
Principles of Ethics and Personal Leadership

NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show Members – Amended 7/30/15 Motion for Pre Conference on 9/24/15

Bond Investment

Motion by Richard Stone and seconded by Robert Franz to accept the recommendation of Fernando Rivadeneira, chairperson of the budget and finance committee, and approve a $150,000.00 investment in a Qualcomm Inc. 3.450% bond with a maturity of 5/20/25 with TD Ameritrade which is insured by SIPC. In addition, the Budget and Finance committee will ask that TD Ameritrade continue to review the account with us quarterly or if there are any negative issues with any of the investments.

HCFAS funds

Information:
Roger,
The Qualcomm bond is the recommended bond. The others are the existing bonds we own. I include them in the proposal so you can see the cash flow.
Sent from my iPhone
Begin forwarded message:
***From:** Fernando <fernando631@gmail.com>*
***Date:** August 25, 2015 at 12:03:14 PM EDT*
***To:** Rich Stone <lorrich629@gmail.com>*
Subject: Fwd: bond portfolio

On Aug 31, 2015, at 6:10 PM, richard stone <lorrich629@gmail.com> wrote:
Hi Fernando,
Which of the bonds came due in August and what was the settlement price?
Thanks, Rich
Reply
GE 125,000 principal
416.67 interest payment
Begin forwarded message:
***From:** Fernando <fernando631@gmail.com>*
***Date:** August 25, 2015 at 12:03:14 PM EDT*
***To:** Rich Stone <lorrich629@gmail.com>*
Subject: Fwd: bond portfolio
I have attached an illustration that shows the existing portfolio with the newly recommended Qualcomm bond. There's approximately 160k in the account now that GE bond matured. I'm recommending that we invest 150k of it. The RBS bond comes due 9/21 & BofA comes due 12/1 both for 125k each. The total to be reinvested would be about 450k. Call me to discuss.
Best regards,
Fernando
#965

MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Fireman's Association State of NY Legislative Conference

Motion by Robert Franz and seconded by Roger Winter to authorize and approve Robert Franz, at his discretion, to attend the Firemen's Association State of NY legislative conference on Sunday November 8, 2015 in Albany, N.Y. Meals and mileage & tolls will be reimbursed in accordance with the PP's. A squad vehicle can be used with permission of the Chief in lieu of the mileage reimbursement.

HCAD Funds

MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Annual Dues NYS Association of Fire Chiefs 2015/2016

Motion by Robert Franz and seconded by Seth Fischer to approve and pay annual dues requests ($35.00 for 2016) for new or renewal active or affiliated membership in the NYS Association of

Fire Chiefs for any director or Chief officer holding office in 2015 or 2016 and for any past president or ex-chief.
HCAD funds
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Annual Dues Firemen's Association of the State of NY 2015/2016
Motion by Robert Franz, seconded by Seth Fischer to approve and pay annual dues requests ($15.00 for 2016) 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 2015 or 2016 and for any past president or ex-chief.
HCAD funds
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

NYSVARA special award & Scholarship recipients
Motion by Robert Franz and seconded by Richard Stone to authorize and approve the NYSVA&RA special award and scholarship recipients from HCFAS, the following reimbursement for their attendance at the Pulse Check Educational Conference Dinner on Saturday September 26, 2015. Reimbursement will consist of meals & incidental expenses, mileage and tolls. Group travel is encouraged. The meal & incidental expenses allowance reimbursement will be the GSA per diem rate per person net of the Saturday dinner and Sunday breakfast as follows: Saturday, 9/26/15 - $ 22.50 and Sunday, 9/27/15 - $38.25 and alcoholic beverages will not be reimbursed. Further to authorize any authorized squad member or non-member who accompanies the member recipient the same meal allowance reimbursement and permission to ride in a squad vehicle, when applicable.
Reimbursement will be in accordance with HCFAS Purchasing Policy and all required reimbursement documentation must include original receipts and be approved by the Chief and be submitted to the Treasurer within 14 days of return from the conference.
HCAD funds
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

General Meeting Room Request Sunday 11/22/15 - Mark Cappola #1087
Motion by Robert Franz and seconded by Richard Stone to permit Mark Cappola #1087 the use of the General Membership Meeting Room in accordance with HCFAS General Meeting Room Use Application and Rules to conduct his grandson's 1st birthday party on Sunday November 22, 2015 from 1:00PM to 6:00PM. Set-up time will be on Sunday 11/22/15 from 12:00 PM to the event start. Cleanup will be after the event from 6:00 PM to 7:00 PM. A security deposit of $100 has been received. Secretary Robert Franz's permission has been granted after checking the schedule and confirming with President Roger Winter. A TIPS certification for the bartender and an insurance certificate (including host liquor liability) with HCFAS named as additional insured in the amount of $1,000,000 is required for the event if alcohol is being served. Approval is pending acceptable insurance being obtained by the member and bartender's TIP certification and the receipt of the security deposit balance.
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

General Meeting Room Request Sunday October 4, 2015 - Elizabeth Wuestman # 1399
Motion by Robert Franz and seconded by Richard Stone to allow Elizabeth Wuestman #1399 the

use of the General Membership Meeting Room in accordance with HCFAS General Meeting Room Use Application and Rules to conduct her niece's Christening Reception on Sunday October 4, 2015 from 4:00 PM to 8:00 PM. Set-up time will be on Sunday 10/04/15 from 3:00PM to event start. Cleanup will be after the event from 8:00 PM to 9:00 PM. A Security deposit of $100 has been received. No insurance certificates are required for this event.
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

LOSAP Beneficiary Designation Form Revision
Motion by Robert Franz and seconded by David Mohr to accept the Penflex, Inc. revised LOSAP Beneficiary Designation Form (HCFAS Form #430 09/03/15).
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Amend Quality Blacktop Service – Sealcoating 12/4/2014
Motion by President Roger Winter and seconded by David Mohr to amend the 12/4/2014 Quality Blacktop service – Sealcoating motion (motion below) to include the addition of Removal and Replacement damaged and unsafe bumpers and replace with 4 new bumper stops at a cost of $150.00 each.
Total cost is $600.00.
HCAD funds
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Previous motion 12/4/2014
Quality Blacktop Service - Sealcoating
Motion by Chief Thomas Lemp and seconded by Robert Franz to accept the recommendation of 3rd Deputy Chief Keith Rubenstein and Chief Tom Lemp and approve a contract with Quality Blacktop Services, Inc., of Smithtown, NY to repair all holes and cracks in the parking lot and resurface it as per their attached quote at a cost not to exceed $3,540. Chief Lemp and Third Deputy Chief Keith Rubenstein will be responsible to oversee the repair work and acceptance of the completed work. A certificate of liability insurance with HCFAS named an additional insured and a certificate indicating workers compensation coverage must be received from the vendor.
HCAD funds
Yes: RS, AA, RF, SF, JD, TL No: TO
MOTION APPROVED

Principles of Ethics and Personal Leadership
Motion by Roger Winter and seconded by Seth Fischer to permit Alyssa Axelrod to attend the Principles of Ethics and Personal Leadership class offered by North Shore – Long Island Jewish Health System Center for Emergency Medical Services 240 Jericho Turnpike, Syosset, NY 1179. Dates of attendance are October 10 &17, 2015. Cost is $275 per pupil, (Payable by Municipal purchase order, money order or check to NS-LIJHS CEMS). This covers the cost for the provider course, administrative fees, and student manual. We will accept a $60.00 deposit, with the balance due on the first day of class. Credit cards accepted: Visa, Master Card, American Express, Discover Any questions please call Sue Bouse at (516) 321-5685.
What is PEPL? PEPL is a new NAEMT course for EMS practitioners. This 16-hour course provides EMS and Mobile Healthcare (MHC) practitioners at all levels with the necessary knowledge and skills to effectively interact with patients and their families, other medical personnel, co-workers, supervisors and community residents at large.

HCAD funds
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Note: The following motion was made prior to adjournment of the meeting.

NYSVA&RA 2015 Pulse Check 60th Annual Educational Conference and Trade Show Members – Amended 7/30/15 Motion for Pre Conference on 9/24/15
Motion by Robert Franz and seconded by Richard Stone to amend the 7/30/15 BOD motion and accept the recommendation of the Second Deputy Chief James Mallilo and authorize and approve Day Captain Mark Cappola to attend the Preconference BLS CME course on 9/24/15 at a registration cost of $65.00. Mark must attend both Part 1 and Part 2 of the BLS CME Preconference course which will be held on 9/24/15. Further to approve meals and incidentals expenses of $45.75 ($61 x75%), mileage and tolls. All other terms of the 7/30/15 motion must be followed. BOD approval is contingent upon the Chief's approval.
HCAD funds
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions August 20, 2015 – September 3, 2015.

HCAD	(27)	Checks Totaling	$32,969.96
HCFAS	(5)	Checks Totaling	$930.00
POST	(1)	Checks Totaling	$336.00

Yes: RS, RF, RW No: DM Abstain: SF
MOTION APPROVED

Transfers: None

Town Comptroller Peggy Karayianakis informed Treasurer Richard Stone that the Town of Huntington must keep the entire TOH budget within a .073% cap, therefore reductions have to be made and the 2015 HCAD budget of $1,865,000 is being reduced by $300,000 for 2016 (a 16% reduction). Discussion followed.
Town Board members will be contacted to protest the cut.

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 07/13/15. The next meeting will be on Wednesday, September 9th at 1900.
- **Personnel Report**- Report dated July 13th was issued by the 1st deputy and given to the secretary.
- **Status for 2015**- Total calls at the end of August 2015 were 517, with 13-24's making the 24/call rate for the month of August at 2.51%. Total cum calls are 3987 with 64-24's for a 24/call rate of 1.60%.
- **Building**-
  - Received 350 placards**.** Presently issuing to members.
  - I would like to thank Bob Biersack for taking care of Building issues.

Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.

- **<u>Vehicle Status</u>**-
  - 2-15-21- Will be picked up tomorrow from Proliner.
  - 2-15-81- Should have the new vehicle next week.
  - All other vehicles are up and running.
- **<u>Issues-</u>**
  - **If you can give a few hours, Help is desperately needed or the Friday and Saturday overnight. Please see the Friday, Saturday day captain's or myself if you can help. Sunday overnight is also struggling. As an incentive we will be providing a $25 debit card.**
  - Parking Lot- Please pick up your parking placards from one of the chiefs or captains. We will start implementing the parking rules September 1st.
  - We have received the three LUCAS mechanical devices. All members need to be trained to use. Please complete your training and get familiar with the use of the LUCAS.
  - Motion passed for 2 new power loaders and 2 power stretchers. They should be arriving in early October.
- **<u>In Works</u>**
  - A dispatch check out form is being updated and will be issued on September 1st for all dispatchers to complete during their shifts.
  - A committee under the direction of Martha Brenner was formed to update and establish a probationary program.
  - Todd McIndoo will be sending out a "blast" email to form a committee to look at and update the SOP's.
  - Keith Rubenstein and Casey Orr are working on updating the dispatch training program (They both work in the field of dispatching). Training dates for August were/are August 19th, 22nd, 23rd, 27th, 28th, 30th. New members are required to attend and members who need to refresh please call Keith or Casey to set-up a date.
  - Paramedic Proposal- John Palmieri is setting up a meeting with Sayville Ambulance to talk about how their program is working. More details to follow
- **<u>Medical/Training</u>-**
  - August monthly training is Cyanide Kit and is on line. We would like all members familiar with the procedures. All ALS personnel are required to get updated on the protocol and administration. Any problems please see Jim Mallilo.
  - QA/QI training class will be held on September 17th; topic will be on Pediatric trauma Emergencies.
  - Next RTE/CPR class will be taught by Mike and Nancy Barker starting in September. All active riding members need a minimum of RTE/CPR. If any of your cards expired, please contact one of the instructors for a challenge test.
  - Matt Sisinni will be holding a challenge RTE/CPR class on September 13th from 9am-4pm.

- A “Blast” email was sent out for anyone who would like to become an RTE/CPR instructor. Based on the positive response, Nancy Barker will be contacting the American Red Cross to set up a date and time.
- We will be posting a PCR class within the next couple of weeks. We are currently updating the lector notes.
- Huntington Hospital will be hosting a PTHLS class on two consecutive Sunday’s, November 8th and November 15th. More information will follow.

- **Misc.**
    - Thanks to all the members who helped with the July 14, 15, 16, 17 and 18 HMFD Standby, the July 17th Wounded Warrior, the August 4th National Night out standby, and the August 8th Light of Salvation standby.
    - Thanks to all members for attending the July 15th HMFD parade and the August 5th E.Northport parade.
    - On July 17th, Inspector Ed Brady for the Suffolk County 2nd precinct retired after 36 years. His replacement is Inspector Christopher M. Hatton.
    - Thanks to Brian Canty and his committee for putting together a great picnic. The weather held out and the food was great. Great job!
    - Thanks to Greg Orr and his committee for putting together two great events:
    - August 24th NY Yankee game- the Yankees pulled it out in the last inning.
    - October 18th- East end Winery tour
    - Congratulations to those members who were picked for the NYS Pulse Check and the EMS Expo Show.
    - The town of Huntington will conduct a commemorative service on September 11th. Anyone that would like to go, please let me know.
- **Meetings-**
    - September 2nd- BOD
    - September 3rd- LI Festival
    - September 9th- Officers
    - September 10th- Vehicle Committee
    - September 14th- GM
    - September 17th- BOD
    - September 25th- Hendrickson open House
    - September 28th- Chief’s Council
- **Parades**
    - September 3rd- Greenlawn FD
    - September 12th- Awareness day
- **Standbys**-
    - September 5th- Greenlawn
    - September 9th- HMFD Yaphank
    - September 12th- Awareness day
    - September 13th- Suffolk County Marathon
    - September 17th- HFD Yaphank
    - September 19th- Cow Harbor

Secretary's Report –Robert Franz:
New Members:
Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Ryane Como as a new probationary member #1462, Shift: Friday 2300 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Chief Thomas Lemp to accept Michael Como as a new probationary member #1463, Shift: Friday 2300 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Status Change
Motion by Robert Franz and seconded by David Mohr to grant the following Status Change: Administrative membership to Operational membership on Tuesday 1900 shift for Christy Stiles, member #1024, effective 2/3/15.
MOTION APPROVED UNANIMOUSLY (Note: RW voted)

Insurance – 2-15-20 MVA 08/30/15 – Ambulance was struck on the right rear on Park Ave while making a left turn on Little Plains Road. No squad member was injured and minor ambulance damage was reported. Other vehicle had no damage per SCPD officer at scene. The SCPD police accident report MV104A is pending as is our driver's NYSDMV accident report MV104. Upon receipt a formal report will be submitted to our insurance carrier.

NYS Volunteer Ambulance & Rescue Association Proxy – Andrea Golinsky is in process of soliciting members' NYSVARA Proxy. The Slate of Association Officers for 2015-2016 is attached to the Proxy and also posted on the bulletin board.

TOH Fire Chiefs Council & Commissioners Barbecue Meeting August 31, 2015 – Chief Thomas Lemp, Vice President Alyssa Axelrod, Ex-Chief Andrea Golinsky and I attended the event.

President's Report – Roger Winter:

<u>Committee List for 2015</u> – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

<u>ID Badge System</u> – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.

<u>Fund Drive</u> –Donations as of 8/31/2015 – 1775 contributors, donations, $66,801.44

<u>MC Alliance project</u>: A review the need for this service will be conducted.

<u>Explorer Post 215 :</u>

Susan Otto the new Chief Advisor will be hosting a meeting for all current advisors and any member interested in helping out as an advisor. Please join us on Wednesday, August 26th at 7pm if you want to know more or are interested in helping out our future.

I have listed what the role is of an Associate Advisor:
Associate Advisor (Program)

• Supports the youth program to help determine the interests of all youth participants, plan the year's program, and ensure that the post program calendar is maintained
• Supports and coaches the activity chairs to help them plan and carry out their particular activities
• Helps the post officers evaluate completed activities and fine-tune the year's program of activities based on insights gained from the evaluations

The primary role of the associate Advisor for is to work closely with the post officers and members. They discover and survey the interests of the youth participants on an ongoing basis, plan and schedule activities for the post, and evaluate completed activities. In addition, the associate Advisor for program should work closely with the activity chair of each activity to ensure that he or she experiences success in leading that activity. Other duties of an associate Advisors. may include providing equipment and transportation, making parental contact, planning special activities and service projects, or helping with the super activity. A post may recruit as many associate Advisors as it needs to carry out program plans.

If you have any interest please join us on 8/26. If you can not make it and are interested, please email Susan Otto susycue7680@msn.com or Brian Cantybcanty@yahoo.com
The following attended the meeting; Sue Otto, Brian Canty, Dale Bartolomeo, Shayna Castagna and Andrew Taylor.

Director Orr Report:
The HCFAS Yankees Game trip took place on Monday 8/24.
Below is the accounting:

50 tickets @ $29 - $1450
Parking - $138
Tip to driver - $125
Bridges tolls - $32
Total cost - $1745
Members attending – 27
Guests – 16 @ $29 each ticket - $464
+bus driver
44 tickets used
Total cost $1745 - $464 = $1281

Gift Card Program - For the month of July, there was a total of 36 members who did full shifts or partial shifts on the 8 overnights. There were 21 members eligible to receive the $25 gift card. All July gift cards have been distributed and the Treasurer was given a detailed schedule of the recipients.

Old Business:

- **Drug Policy-** up for review, Seth Fischer
- **Uniform Code**
- **Paramedic Proposal –** John Palmieri is writing a report

New Business: None

Motion by David Mohr and seconded by Seth Fischer to adjourn the meeting at 2020 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 14, 2015

Amended and approved: September 17, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: September 17, 2015

Members:

President Roger Winter (RW)	**ABSENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: John Palmieri, Peter Nakelski, Andrew Campagnola, Lehti Laas, and Keith Tamayo (via phone)

Meeting called to order at by Vice President Alyssa Axelrod: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by David Mohr to approve the minutes of September 2, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Keith Tamayo called into the meeting to discuss how to proceed with the ambulance purchase considering the recent proposed HCAD budget reduction by the Town of Huntington and our surplus carryover designated for new ambulances.

The Town of Huntington proposed 2016 HCAD budget was discussed.

Motion by Alyssa Axelrod and seconded by Loreley Villamide-Herrera to enter into Executive Session at 2105 hours.
MOTION APPROVED UNANIMOUSLY

Chief Thomas Lemp left the meeting at 2135 hours since the discussion pertained to a personnel matter concerning the Chief.

Out of Executive Session at 2155 hours

Motion by David Mohr and seconded by Richard Stone to extend the meeting by 15 minutes.
MOTION APPROVED UNANIMOUSLY

Proposals-
Amend August 24th New York Yankees Game Motion, Approved July 23, 2015
General Meeting Room Request Sunday September 27, 2015 – Jayne Ericksen # 1459
NYSVA&RA 2015-2016 annual squad report, Dues
NYSVA&RA 2015-2016 Individual Dues
Reinstatement of First Deputy Chief Duties & Authority

Amend August 24th New York Yankees Game Motion, Approved July 23, 2015
Motion by Greg Orr and seconded by Seth Fischer to amend the original New York Yankees Game – Monday, August 24th at 7pm Motion at the July 23, 2015 BOD meeting as follows; original ticket price $29.00 to $30.00 for a group purchase of 50 tickets, credit card processing fee of $10.00. The original price of the tickets is $60.00 per person without a group discount. Total cost as amended for all tickets and service fees $1,510.00.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Original Motion: New York Yankees Game – Monday, August 24th at 7pm
Motion by Greg Orr and seconded by ___________ to purchase 50 tickets to attend the New York Yankees vs. Houston Astros baseball game on Monday, August 24th at 7pm. The cost of the tickets will be $29.00 per ticket, which reflects a promotional discount of 50% for the group purchase of 50 tickets. Seating is in the Main section. Additional tickets purchased will be charged at the regular ticket price of $58.00 each. Each squad member/Post member signing up for the trip must give event coordinator Greg Orr a check for $29.00 covering their cost. Members and Post members that attend will have their checks returned to them after the trip. Members and Post members signing up and not attending will have their checks deposited. Non-member guests attending with the member must pay $29.00 for their ticket, which must be submitted on a separate check. All guest checks will be deposited regardless of attendance.
Bus transportation to and from Yankee Stadium has been offered to us at no charge by Paul Mori. The cost of parking for each bus is $100. A tip of $125 will be provided to each bus driver. Members using their own transportation will be reimbursed up to $35 for parking fees. Original receipts must be submitted to the Treasurer. Total cost for tickets not to exceed $2,900 (75 tickets). Parking fees and reimbursements, plus tips, not to exceed $800, for a total trip cost not to exceed $3,700.
HCFAS funds

General Meeting Room Request Sunday September 27, 2015 – Jayne Ericksen # 1459
Motion by Robert Franz and seconded by David Mohr to allow probationary member Jayne Ericksen #1459 the use of the General Membership Meeting Room in accordance with HCFAS General Meeting Room Use Application and Rules to conduct her granddaughter's 1st Birthday Party on Sunday, September 27, 2015 from 2:00 PM to 6:00 PM. Set-up time will be on Sunday 9/27/15 from noon to event start. Cleanup will be after the event from 6:00 PM to 8:00 PM. A Security deposit of $100 has been received. No insurance certificates are required for this event.
MOTION APPROVED UNANIMOUSLY
Note:
See member's exception request letter dated 9/14/15.
Application was not submitted 60 days prior to the event
Member is not a member in good standing – not off probation
Member acceptance date July 2, 2015 – Thursday 1500
Halesite FD meeting room floor is under replacement construction which will not be completed until after the event date.

NYSVA&RA 2015-2016 annual squad report, Dues
Motion by Robert Franz and seconded by Alyssa Axelrod to authorize the Secretary to complete the NYS Volunteer Ambulance and Rescue Association (NYSVA&RA) 2015/2016 annual squad report and approve the dues payment to NYSVA&RA of $130.00 for the period 10/01/15 to 9/30/16. The annual squad report will name Andrea Golinsky as Primary Delegate and Bob Franz as alternate delegate. The primary delegate will be responsible to inform the President, Chief and the membership of any important topics from District 7 meetings that are not covered

by Association emails.

HCAD funds

MOTION APPROVED UNANIMOUSLY

NYSVA&RA 2015-2016 Individual Dues

Motion by Robert Franz and seconded by Alyssa Axelrod to approve and pay annual individual dues request of $10.00 for new or renewal of membership in the NYS Volunteer Ambulance & Rescue Association for Huntington Community First Aid Squad members for fiscal year ending 9/30/16.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Reinstatement of First Deputy Chief Duties & Authority

Motion by Robert Franz and seconded by Alyssa Axelrod to reinstate the First Deputy Chief Dominic Heavey of his duties and authority as First Deputy Chief.

MOTION APPROVED UNANIMOUSLY

Note: The following motion was made during the budget discussion

Postage Payment

Motion by David Mohr and seconded by Chief Thomas Lemp to pay for postage for HCFAS members to mail individual letters to the Town Board.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:

Motion by Richard Stone and seconded by Gregory Orr to accept the following for payment in accordance with the PPP and previous Board of Director motions:

9/3/15 - 9/17/15: 29 Transactions HCAD Funds $22, 688.00

MOTION APPROVED UNANIMOUSLY

Transfers: None

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 09/09/15. The next meeting will be on Wednesday, October 7th at 1900.
- **Personnel Report**- Report dated July 13th was issued by the 1st deputy and given to the secretary.
- **Status for 2015**- Total calls at the end of August 2015 was 517, with 13-24's making the 24/call rate for the month of August at 2.51%. Total cum calls are 3987 with 64-24's for a 24/call rate of 1.60%.
- **Building**-
  - Received 350 placards**.** Presently issuing to members.
  - I would like to thank Bob Biersack for taking care of Building issues.

Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.

- **Vehicle Status**-
  - 2-15-20- Back lights are not working.
  - 2-15-81- Should have the new 2-15-81vehicle this week.
  - All other vehicles are up and running.
- **Issues-**
  - **If you can give a few hours, Help is desperately needed or the Friday and Saturday overnight. Please see the Friday, Saturday day captain's or myself if you can help. Sunday overnight is also struggling. As an incentive we will be providing a $25 debit card.**
  - Parking Lot- Please pick up your parking placards from one of the chiefs or captains.
- **In Works**
  - A dispatch check out form has been updated and issued for all dispatchers to complete during their shifts.
  - A committee under the direction of Martha Brenner was formed to update and establish a probationary program.
  - Todd McIndoo will be sending out a "blast" email to form a committee to look at and update the SOP's.
  - Keith Rubenstein and Casey Orr are working on updating the dispatch training program (They both work in the field of dispatching). New members are required to attend and members who need to refresh please call Keith or Casey to set-up a date.
  - Paramedic Proposal- John Palmieri is setting up a meeting with Sayville Ambulance to talk about how their program is working. More details to follow.
- **Medical/Training-**
  - September's monthly training is the new Spinal Immobilization protocol. We would like all members familiar with the procedures. All ALS personnel are required to get updated on the protocol and administration. Any problems please see Jim Mallilo.
  - QA/QI training class will be held on September 17th; topic will be on Pediatric trauma Emergencies.
  - Next RTE/CPR class will be taught by Mike and Nancy Barker starting October 8th. All active riding members need a minimum of RTE/CPR. If any of your cards expired, please contact one of the instructors for a challenge test.
  - Matt Sisinni will be holding a challenge RTE/CPR class on September 20th from 9am-4pm.
  - A "Blast" email was sent out for anyone who would like to become an RTE/CPR instructor. Based on the positive response, Nancy Barker is having trouble with the American Red Cross to find an instructor to teach our members to teach the RTE/CPR course.
  - We will be posting a PCR class in the month of October. We are currently updating the lector notes.
  - Huntington Hospital will be hosting a PTHLS class on two consecutive Sunday's, November 8th and November 15th. More information will follow.

- **Misc.**
    - It's standby season. I would like to thank all members who are helping out and continue to help out. Please look at the posting's in the ready room.
    - This week 10 of our members are attending the EMS Expo in Las Vegas. A list of officer replacements is posted on the white board.
    - The chief will be out on September 19th through September 22nd. The first deputy Dominic Heavey will be in charge.
    - Pulse check Starts the week of September 23rd and runs through September 27th. The third deputy will be in charge.
- **Meetings-**
    - September 17th- BOD
    - September 25th- Hendrickson open House
    - September 28th- Chief's Council
- **Standbys**-
    - September 17th- HFD Yaphank
    - September 19th- Cow Harbor

Status Changes:

Number	Last	First	Day	Shift	To	From	Effective
1400	Felicano	Cynthia	Fri	1100	Driver T	FA	09/09/2015
1412	Roberts	Denise	Sat	0700	CL	ACL	09/09/2015
1390	Kaufman	David	Thr	2300	F-Driver	D/T	09/09/2015
1452	Healy	Lorravie	Thr	0700	F-Aider	Aid	09/09/2015
1352	Campagnola	Andrew	CO. 8	N/A	D/T	C/L	09/09/2015

Shift Changes:

Number	Last	First	To	Shift	From	Shift	Effective	Comments
930	Barker	Nancy	Tue	1500	Mon	1900	09/09/2015	
1437	Lenio	Christian	Sun	1500	Mon	0700	09/09/2015	
1435	Tamayo	Keith	Sun	1100	Sat	1100	09/09/2015	
1448	Talwar	Jasmeet	Fri	0700	Fri	1100	09/09/2015	
1142	Grimadeau	Claudy	Thur	0700	Sun	1100	09/09/2015	
1433	Flaherty	Stephanie	Thur	1900	Thur	2300	09/09/2015	

Secretary's Report –Robert Franz:
New Members:
Motion by Robert Franz and seconded by David Mohr to accept Elizabeth (Betty) Wood as a new probationary member #1464, Shift: Tuesday 1100 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by David Mohr to accept Anthony Cambareri as a new probationary member, Shift: Friday 0700 in accordance with Article III, Section 2 of the By-Laws.

Motion by David Mohr and seconded by Richard Stone to table the motion.
Yes: LV, RS, RF, DM, GO   Abstain: SF, TL
MOTION APPROVED to table

Motion by Robert Franz and seconded by David Mohr to accept Nicolette Giordano as a new probationary member, Shift: Saturday 2300 in accordance with Article III, Section 2 of the By-Laws.

Motion by David Mohr and seconded by Loreley Villamide-Herrera to table the motion.
Yes: LV, RS, RF, DM, SF   No: GO   Abstain: TL
MOTION APPROVED to table

Motion by Robert Franz and seconded by David Mohr to accept Yael Korman as a new probationary member #1465, Shift: Tuesday 1100 in accordance with Article III, Section 2 of the By-Laws.
Yes: LV, RS, TL, DM, SF, GO   Abstain: RF
MOTION APPROVED

Motion by Robert Franz and seconded by David Mohr to approve the following LOA's:

Name	**Day**	**Membership #**	**Type**	**Dates**
Aiman, Taha	Friday	1201	Operational	9/1/15 – 12/1/15
Amaya, Vanessa	Wednesday	1182	Education	8/26/15 – 12/23/15
Baldwin, Candace	Wednesday	1362	Operational	8/17/15 – 12/1/15
Caracciolo, Stephanie	Monday	1171	Extended Medical	9/22/15 – 12/22/15
Mulchandani, Monica	Sunday	1162	Operational	9/6/15 – 12/6/15

MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by David Mohr to grant active membership in accordance with Article III, Section 2 of the By-Laws to Stephanie Flaherty, member #1432, eligible 6/19/15, effective 9/17/15.
MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note/From
LoCascio, Martin	Thurs	1368	8/20/15	Medical to Full Riding
Mirabelli, Stefanie	Friday	1179	9/11/15	Medical to Full Riding
Newman, Spencer	Co.8	1082	9/4/15	Medical to Dispath Only
Russo, Alison	Co. 8	884	9/14/15	Medical to Full Riding

Motion by Robert Franz and seconded by David Mohr to accept the resignation of Michael Roff, member #1394, resigned 9/9/15, effective 9/17/15.
MOTION APPROVED UNANIMOUSLY

Insurance – 2-15-20 MVA 03/1/15 – Our insurance carrier's claims management was able to recover our $250 deductible from the other party with regard to this MVA.

SERVES (Suffolk Educational program for Retention in the Voluntary Emergency Service) is alive and well (See FRES Commissioner Williams 9/10/15 memo on bulletin board). FRES received a $1.3 million SAFER (Staffing for Adequate Firefighting and Emergency Response) grant. Tuition Reimbursement will be available for the Spring 2016 semester. The SERVES Administrative Guide (containing all policies and necessary forms) is in process of being revised.
Also in process is obtaining funding for VAS's to participate in the program since SAFER grant funds can only be used for firefighters.

FRES SC Recruitment Committee meeting: Next meeting is at FRES on Wednesday October 14 at 6PM in Yaphank. The SERVES program administrative guide and procedures will be discussed at this meeting.

Suffolk REMSCO Meeting – September 8, 2015 - There were no handouts for this meeting.
Southold FD AHA Training Center received a Gold Medal CPR Award (1,000 individuals trained in Hands Only CPR).
Lorraine Miller of CIHVAC presented their Community Wellness brochure and spoke about their program (see brochure).
Education and Training committee postponed their anticipated Best Practices Conference to the spring of 2016.
HRHCare was voted in as a council member (a 25 location (Hudson Valley, NC & SC) not for profit health center).
Jay Gardiner will be retiring from the council. Applications from other organizations are being requested to fill vacancy(s).
Survey on CO Monitoring / Responder Safety Initiative was distributed to all providers. To date 42 responses from 38 departments were received. A chief operational officer should respond to

the survey. Jay Gardiner mentioned that his department members were in a bagel store to purchase bagels and their CO monitors went off – store evacuated (Similar to CVAC experience several months ago).

The purchase of award pins for EMT longevity and CPR saves were approved.

Bob Delagi has over 700 plastic packets with cards for distribution to patients on “Help Spread the Word on Brain Injuries”. Ten packets were given to our Chief for each of our vehicles.

Agencies should be vigilant for vehicle chemical suicide.

The SC “Heartsafe Community” Program was discussed and a concept outline and information was subsequently distributed via email to council members for comment.

October 1st is the REMSCO Awards presentation at Lands End. Please encourage all award recipients including Honorable Mention Awards to attend this event.

Spinal immobilization protocol training requires CIC sign off.

Long Island EMS Training, Inc. will be submitting an application to become a NYSDOH Course Sponsor in Suffolk County.

The next REMSCO meeting is November 10, 2015 at SCEMS in Yaphank.

State EMS Council (SEMSCO) –The next meeting is December 8-9, 2015 in Troy, NY.

NYSVARA Pulse Editor – James Downey

Jim has done a fantastic job of informing NYSVARA members of the various NYSDOH Bureau of EMS & Trauma Systems policy statements, training courses and other items.

15-05 –EMS Certification Exam ADA Accommodation Requests.

NYS Volunteer Ambulance & Rescue Association Proxy – Andrea Golinsky continues to collect each member’s NYSVARA Proxy. The Slate of Association Officers for 2015-2016 is attached to the Proxy and also posted on the bulletin board.

NYSVARA Pulse Check 2015 / 2016

Thank you to the Operational Officers and BOD for approving several members to attend this EMS Educational Conference & Trade Show next week in Suffern, NY. Next year’s conference will be in Albany, NY on September 29 to October 1, 2016.

Legislative bills -Unless the Senate & Assembly are called back into session before year end, all the outstanding bills will be active in the new session in January 2016.

President’s Report – Roger Winter:

Committee List for 2015 – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

ID Badge System – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.

Fund Drive –Donations as of 8/31/2015 – 1775 contributors, donations, $66,801.44

MC Alliance project: A review the need for this service will be conducted.

Explorer Post 215:

To all Members - if you have any children in participating in POST 215 we are holding a recruiting event on Saturday.

WHAT: Open House
WHO: Young Adults, Grades 9-12
WHY: Strong interest in EMS and a unique volunteer opportunity
WHEN: SATURDAY, SEPTEMBER 12TH 4:00 -5:30 p.m.
WHERE: HCFAS Headquarters, 2 Railroad Street,
Huntington Station

If you have any further questions, please feel free to contact Chief Advisor Susanna Otto at susycue7680@msn.com or Brian Canty bcanty@yahoo.com

Old Business: None

New Business: None

Motion by David Mohr and seconded by Loreley Villamide-Herrera to adjourn the meeting at 2205 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 29, 2015

Amended and approved: October 1, 2015

MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: October 1, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**1945 hours**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**ABSENT**

Guests: Keith Tamayo, Philip Schmidt, Bernard Poole, Bedel Saget, Ann Donegan, and Lehti Laas

Meeting called to order at: 19:00 hours

Motion by Robert Franz and seconded by Seth Fischer to approve the minutes of September 17, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

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
Operational Officers plaque like awards 2015
Town of Huntington Chiefs Council Annual Installation & Awards Dinner
Annual Veterans' Day Wreath Ceremony – November 8, 2015 at Town Hall
Explorer Post 215 Renewal 2015-2016 School year
Explorer Post 215 Associate Advisors, Committee Members and Adult Leaders Appointments for 2015-2016 School Year
14th Annual Women's Networking Day
2014 Form 990
Professional Services for a member

HCFAS members' email addresses for the purpose of sending the Candidates' Qualifications
Motion by David Mohr and seconded by Robert Franz to authorize and approve candidates for office in 2016 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: AA, RS, RF, DM, SF Abstain: LV

MOTION APPROVED

Advancement of $100.00 for the Cash Box – Election Day

Motion by Robert Franz and seconded by David Mohr 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 14, 2015. 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 21, 2015.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Note: The following two motions are not covered under the HCFAS Purchasing Policy Section 1 item 17e - The President and Chief are authorized to schedule an annual joint meeting of the BOD and officers, respectively, at an amount not to exceed $2,000 per meeting.

Board of Directors Annual Dinner Meeting

Motion by Robert Franz and seconded by Richard Stone to approve the 2015 & 2016 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

Yes: RS, RF, SF, LV Abstain: DM, AA

MOTION APPROVED

Operational Officers Annual Dinner Meeting

Motion by Robert Franz and seconded by Richard Stone to approve the 2015 & 2016 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

Yes: RS, RF, SF, LV Abstain: DM, AA

MOTION APPROVED

Operational Officers plaque like awards 2015

Motion by Richard Stone and seconded by Seth Fischer to accept the recommendation of the 2015 Operational Officers and authorize and approve Chief Thomas Lemp to purchase and present plaque like awards at the 2016 Installation Inspection Dinner for the Operational Officers' 2015 Awards at a cost not to exceed an aggregate amount of $750.00. The award recipients were selected by the 2015 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

Town of Huntington Chiefs Council Annual Installation & Awards Dinner

Motion by Robert Franz and seconded by Richard Stone to purchase no more than eight, (8) tickets at a cost of $120.00 per person to the Town of Huntington Chief's Council Annual Dinner TBA, from TBA with an open buffet. The event will be held at the TBA. The total cost is not to exceed $960.00 for the dinner. Checks should be made payable to TOH Chiefs Council and be sent to Chief Hontz by October 24th.

HCAD Funds

Yes: RS, RF, SF, LV, AA Abstain: DM

MOTION APPROVED

Annual Veterans' Day Wreath Ceremony – November 8, 2015 at Town Hall

Motion by Robert Franz and seconded by Richard Stone to accept the recommendation of President Roger Winter, and authorize and approve squad members to attend the annual Veterans' Day Wreath Ceremony on Sunday TBA. 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.

MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Renewal 2015-2016 School year

Motion by David Mohr 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, 2015 in accordance with HCFAS By-Laws Article III, Section 7. Further, to approve the dues payment of $30.00 for each of the 18 youth participants and 8 registered adult participants as listed below and the annual participation fee of $40.00.

Youth		Registered Advisors
Ardell	Alexander	
Barton	Alivia	Chief Advisor
Chen	Jordan	Sue Otto
Diaz	Christopher	1
Espinal	Alvin	Associate Advisors
Greene	Jessica	Dominic Heavey
Levinsky	Jacob	Andrew Taylor
Liegey	Meaghan	Shayna Castagna
Lopez	Esteban	Dale Bartolomeo
McGlone	Liam	4
Muszynski	Nicole	Committee Members
Muszynski	Matthew	Brian Canty
O'Riordan	Casey	Kathi Bonessi
Pacas	Julio	Roger Winter
Raynor	Danielle	3
Ryan	Kayla	

Suarez	Sofia	
Williams	Grace	Non-Registered Advisors
		Mary Winter
		Alex Klotche
		Andrew Campagnola
		Liz Mohr
18		

8 Registered Adult Participants - $ 240.00 HCAD funds
18 Registered Youth Participants - $ 540.00 Post 215 funds
Participation Fee - $40.00 HCAD funds
<u>Total: $ 820.00</u>
HCAD Funds and Post 215 funds
2/3 approval needed
MOTION APPROVED UNANIMOUSLY

Explorer Post 215 Associate Advisors, Committee Members and Adult Leaders Appointments for 2015-2016 School Year
Motion by David Mohr and seconded by Seth Fischer to approve Post Chief Advisor Sue Otto appointment of the above listed associate advisors, committee members and adult leaders effective October 15, 2015 in accordance with Post 215 Standard Operating Procedures Article II, Section 2.
2/3 approval needed
MOTION APPROVED UNANIMOUSLY

14th Annual Women's Networking Day
Motion by Alyssa Axelrod and seconded by Loreley Villamide-Herrera to allow members to attend the 14th annual Women's Networking Day on Tuesday, October 20th, 2015 at Larkfield Manor from 11:00 AM- 3:00 PM. The price to attend is $12.00 per person ($10.00 for Seniors) and a maximum of 10 tickets will be purchased for the event. Total cost not to exceed $120.00.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Note: The following motion was made during the budget discussion
2014 Form 990
Motion by David Mohr and seconded by Loreley Villamide-Herrera to authorize the President to give the interim Town of Huntington Comptroller the HCFAS 2014 Form 990.
MOTION APPROVED UNANIMOUSLY

Note: The following motion was made after the Executive Session
Professional Services for a member
Motion by Robert Franz and seconded by Seth Fischer to authorize and approve professional services for a member for an amount not to exceed $1,500. The provision of these services will be coordinated by President Roger Winter.
Yes: AA, RS, RF, DM, GO, SF Abstain: LV
HCFAS funds

MOTION APPROVED

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Loreley Villamide-Herrera to accept the following for payment in accordance with the PPs and previous Board of Directors' motions September 17, 2015 – October 1, 2015

HCAD (28) Checks Totaling $55,591.84
HCFAS (5) Checks Totaling $3,377.99

MOTION APPROVED UNANIMOUSLY

Transfers: None

Motion by Alyssa Axelrod and seconded by Roger Winter to change the order of business and discuss the proposed TOH HCAD budget report and 9/29/15 letter from TOH interim comptroller Peggy Karayianakis.

Yes: RS, RF, SF, LV, AA Abstain: DM

MOTION APPROVED

Director Gregory Orr entered the meeting at 1945 hours.

-There will be a meeting with Councilman Eugene Cook on Tuesday October 6th, 2015 at 9AM. President Winter, Director Villamide-Herrera, and Secretary Franz will attend.

-President Winter will contact Councilwoman Tracey Edwards and Councilman Cuthbertson about meeting with HCFAS representatives.

–President Winter will follow up with Councilwoman Berland.

Chief's Report – Thomas Lemp: (as submitted)

- **Officer's Meeting**- The last Officers meeting was held on 09/09/15. The next meeting will be on Wednesday, October 7th at 1900.
- **Personnel Report**- Report dated September 9th, was issued by the 1st deputy and given to the secretary.
- **Status for 2015**- Total calls at the end of August 2015 was 517, with 13-24's making the 24/call rate for the month of August at 2.51%. Total cum calls are 3987 with 64-24's for a 24/call rate of 1.60%. September data is not available.
- **Building**-
  - No issues reported

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
  - 2-15-81- Received the new 2-15-81. Working on getting plates and stickers.
  - All other vehicles are up and running.

- **<u>Issues-</u>**
  - If you can give a few hours, Help is desperately needed or the Friday and Saturday overnight. Please see the Friday, Saturday day captain's or myself if you can help. Sunday overnight is also struggling. As an incentive we will be providing a $25 gas card.
  - Parking Lot- Please pick up your parking placards from one of the chiefs or captains.
- **<u>In Works</u>**
  - A dispatch check out form has been updated and issued for all dispatchers to complete during their shifts.
  - A committee under the direction of Martha Brenner was formed to update and establish a probationary program.
  - Todd McIndoo will be sending out a "blast" email to form a committee to look at and update the SOP's.
  - Keith Rubenstein and Casey Orr are working on updating the dispatch training program (They both work in the field of dispatching). New members are required to attend and members who need to refresh please call Keith or Casey to set-up a date.
  - Paramedic Proposal- John Palmieri is setting up a meeting with Sayville Ambulance to talk about how their program is working. More details to follow.

- **<u>Medical/Training</u>-**
  - The RTE/CPR course scheduled for October 8th has been cancelled due to lack of sign-ups. Next RTE/CPR class will be taught by Mike and Nancy Barker starting in February. All active riding members need a minimum of RTE/CPR. If any of your cards expired, please contact one of the instructors for a challenge test.
  - Nancy Barker is still having trouble with the American Red Cross to find an instructor to teach our members to become RTE/CPR instructors.
  - We will be posting a PCR class in the month of October. A blast will go out shortly.
  - Huntington Hospital will be hosting a PTHLS class on two consecutive Sunday's, November 8th and November 15th. More information will follow.

- **<u>Misc.</u>**
  - The chief will be out of town from October 11th through October 28th. Any questions or problems the first deputy chief will be in charge.
  - We will be hosting both the Ambulance Chiefs Association dinner and the Huntington Chief's council meeting this month. Lisa Mohr will be providing the dinner for both events. I email Brian for a TIPS bartender and gotten no response. Lisa stated that she knew of someone. Lisa will get back to me.

- **<u>Meetings-</u>**
  - October 1st- BOD
  - October 1st- Remsco Award dinner
  - October 7th- Officers meeting

- October 7th- Huntington Hospital
- October 12th- GMM
- October 15th- BOD
- October 21st- Ambulance Chiefs Association
- October 26th- Huntington Chief's council meeting.

- **<u>Standbys</u>**-
  - October 1st- Sayville
  - October 9th- Huntington FD open house
  - October 10/11- Fall festival
  - October 10th- WWHS Homecoming
  - October 11th- Sons of Italy
  - October 14th- Huntington Manor FD Yaphank
  - October 22nd- Huntington FD Yaphank
  - October 31st – Huntington Halloween parade.

President's Report – Roger Winter:
<u>Committee List for 2015</u> – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.
<u>ID Badge System</u> – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.
<u>Fund Drive</u> –Donations as of 9/30/2015 – 1834 contributors processed $68,621.44
<u>MC Alliance project</u>: A review the need for this service will be conducted.
<u>Explorer Post 215 :</u>
Chief Advisor: Sue Otto
Associate Advisors; Dominic Heavey, Andrew Taylor, Shayna Castagna, Dale Bartolomeo
Committee Members; Brian Canty, Kathi Bonessi, Roger Winter
Non-Registered Advisors; Mary Winter, Alex Klotche, Andrew Campagnola, Liz Mohr
A Car Wash planned for Saturday 10/3/2015

Old Business: None

New Business: President Winter will look into the Blood Drive that is scheduled to take place in November.

Motion by Robert Franz and seconded by Seth Fischer to enter into Executive Session at 2130 hours.

Executive Session ended at 2157 hours.

Motion by David Mohr and seconded by Seth Fischer to adjourn the meeting at 2200 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 14, 2015

Amended and approved: October 15, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: October 15, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**1907 hours**
Chief Thomas Lemp (TL)	**ABSENT**

Guests: Bernard Poole, Andrea Golinsky, John Palmieri, Keith Tamayo, Keith Davis, Philip Schmidt, and Lehti Laas (via phone)

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by Seth Fischer to approve the minutes of October 1, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Director Loreley Villamide-Herrera entered the meeting at 1907 hours.

Proposals-
Convert the 6 in 1 parka jackets that were issued in 2012/2013 (tabled)
Outstanding Member Reward 2015 (tabled)
General Meeting Room Use - Member Joe Gander
Food Drive St. Hugh of Lincoln Parish Outreach
HCFAS Halloween Party 2015
LUCAS 2, 2.2 Chest Compression System
Contract for Special Counsel
East Coast Marketing and Media Inc. Engagement
Financials to Town of Huntington interim Comptroller
Re-Letter the old 2-15-81

Convert the 6 in 1 parka jackets that were issued in 2012/2013
Motion by Roger Winter and seconded by Gregory Orr to convert the 6 in 1 parka jackets that were issued in 2012/2013 by covering 4 locations; Sleeves (2); Left chest (2); add 2 Velcro patches on left chests; embroider 50 Velcro tags stating probationary or dispatcher.

Price per coat is $38, NTE 50 coats, making a total cost of $1900.00
HCAD funds

Motion by Seth Fischer and seconded by David Mohr to table the motion.
MOTION APPROVED UNANIMOULY to table

Outstanding Member Reward 2015;
Motion by Roger Winter and seconded by Seth Fischer to issue eight (8) monthly gift cards valued at $25 to an outstanding member from each day, including a company 8 member. The captains will be responsible to pick a member of their day, on a monthly basic that has done an outstanding job. This will be included in their officers report submittal.
Total value per month will equal $200 times four (4) months. Total for the remaining year equal $800.
HCFAS funds

Motion by David Mohr and seconded by Richard Stone to table the motion.
Yes: RS, RF, DM, AA, LV No: GO Abstain: SF
MOTION APPROVED to table

Note: The following motion was done via email vote
General Meeting Room Use - Member Joe Gander
Motion by Roger Winter and seconded by Chief Thomas Lemp to authorize the use of our General Member Meeting room to the family of Member, Joe Gander for a Pre and/or post funeral gathering. A date is to be determined. All insurance requirements are waived including "Host Liquor Liability. A Tips bartender must be used if alcohol is to be served.
Results of the voting: RW-Yes, TL-Yes, AA-Yes, RF- Yes, RS- Yes, SF- Yes, GO-Yes , LVH- Yes, DM- Yes.
As of 10/9/15 Yes-9, No- 0, Abstain- 0
MOTION APPROVED UNANIMOULY

Food Drive St. Hugh of Lincoln Parish Outreach
Motion by Robert Franz and seconded by Richard Stone to permit a member (to be announced), 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 TBA member or designee to the Parish Outreach Center.
MOTION APPROVED UNANIMOULY

HCFAS Halloween Party 2015
Motion by Gregory Orr and seconded by David Mohr to hold a Halloween Party in HCFAS headquarters on Saturday, October 31st, from 6:30pm to 10:30pm as per Article IX, Section 1-7. Food and beverages will be provided, including beer, wine and soda. Beer and wine will be self-serve and a TIPS certified bartender will be in attendance. Members, family members, and friends must be 21 years old to attend. Each member may bring up to 6 guests and any additional guests will be at the discretion of the Board Liaison Gregory Orr. Total cost not to exceed $1,750.
HCFAS funds

MOTION APPROVED UNANIMOULY

LUCAS 2, 2.2 Chest Compression System

Motion by Alyssa Axelrod and seconded by Robert Franz to purchase six additional LUCAS 2, 2.2 Chest Compression Systems plus accessories from Physio Control, as outlined in quote # 00013364 dated 10/14/2015. One year Warranty. An additional 4 year on site maintenance agreement payable annually is included in the price. All training will be handled by the Second Deputy Chief and his training committee.

Pricing Summary Totals:
List Price: $139.696.00
State of NY, PC63997 Contract Discount: - ($$23,161.78)
Additional discount – ($3,068.22)
Grand Total for this purchase not to exceed $113,448.00

HCAD funds

MOTION APPROVED UNANIMOUSLY

Contract for Special Counsel

Motion by Loreley Villamide-Herrera and seconded by Alyssa Axelrod to retain Roy W. Breitenbach from Garfunkel Wild, P.C. as Special Counsel to represent the Squad regarding the current town budget issues, determining compliance with state and federal laws regarding not-for-profit finances and corporate governance, and negotiating the new 2016 fiscal year annual agreement with the Town of Huntington. Incurred attorney fees for these services are not to exceed $13,000. Garfunkel and Wild have applied a 10% discount (the firm's standard not-for-profit discount). Upon signing of the contract, a $2,500 retainer is required to start the work. This retainer amount will be drawn down as we do work so that the first $2,500 of work will come out of the retainer received as initial payment. The budget total estimate of $13,000 is itemized as per the accompanying Proposed Scope of Work/Preliminary budget document. The quoted budget is an estimate based on the facts as we know them to date. Tim Glynn, HCFAS' current General Counsel, has spoken at length to Mr. Breitenbach and has voiced support to Vice President Axelrod for Mr. Breitenbach's participation in the matters outlined above. Mr. Glynn will remain the Squad's General Counsel and will consult with Mr. Breitenbach as determined by President Winter, Vice President Axelrod, Director Villamide-Herrera, and both attorneys.

HCFAS funds

Motion by Gregory Orr and seconded by Loreley Villamide-Herrera to move the motion.
Yes: RS, RF, AA, GO, SF, LV   Abstain: DM

MOTION APPROVED to move the motion

On the original motion:
Yes: RF, AA, GO, SF, LV   No: DM, RS

MOTION APPROVED

East Coast Marketing and Media Inc. Engagement

Motion by Robert Franz and seconded by Alyssa Axelrod to engage the services of East Coast Marketing and Media Inc. (ECM) of Shirley, NY, at a price of $35,000 per year (October 15, 2015 to October 15, 2016) as per their proposal dated October 14, 2015. This engagement would cover development of materials to communicate to community & governmental leaders and residents about our operations and activities; development of a community newsletter, press releases, PSAs, radio and print advertising; development of a marketing strategy to increase volunteer recruitment; writing and graphics works and assist the Squad's spokesperson. Print (Est. $5,000) and radio (Est. $5,000) advertising would be placed & billed by ECM and any additional costs above the $35,000 must be preapproved by Vice President Axelrod and President Winter. A mailing to the residents is estimated at $10,000. Vice President Axelrod and Public Relations Chair Andrea Golinsky will be the contacts with ECM and coordinate the engagement. A deposit of $15,000 shall be paid with the signing of the agreement; $10,000 on 2/1/16 and $10,000 on 6/1/16; Agreement can be terminated 45 days prior to the 2/1/16 or 6/1/16 payment dates.

HCFAS Funds

Yes: RF, AA, GO, SF, LV No: DM, RS

MOTION APPROVED

Financials to Town of Huntington interim Comptroller

Motion by Richard Stone and seconded by Loreley Villamide-Herrera to submit HCFAS audited financial statements for 2012, 2013, 2014 to the Town of Huntington interim Comptroller pending approval of the squads attorney.

Yes: RF, RS, GO, SF, LV Abstain: DM, AA

MOTION APPROVED

Note: The following motion was approved under the Chief's Report

Re-Letter the old 2-15-81

Motion by David Mohr and seconded by Richard Stone to appoint and authorize the President and the Secretary in conjunction with the New Vehicle Committee Chairperson Keith Tamayo to re-letter the old 2-15-81 as originally approved by the Board of Directors to 2-15-89 and to further authorize the New Vehicle Chairperson to dispose of the old 2-15-89 Crown Victoria as originally intended or in coordination with the President or Secretary.

Original motion of 6/4/15:

Purchase 2015 Chevrolet Tahoe

Motion by Seth Fisher and seconded by Alyssa Axelrod to purchase one 2015 Chevrolet Tahoe from 112 Chevrolet, 2096 NY-112, Medford, New York 11763 at a cost of $35,794.00 as per quote dated 06/01/2015. The purpose of this purchase is to convert it into an ALS response vehicle. Conversion will take place after all the quotes have been received. The NYS contract amount is $31,588.47 but there are no vehicles available under the NYS contract at this time and if there was one available the NYS contract amount would be $35,900 per our Tahoe specifications. The NYS 2015 award 22737 / contract #PC66388 final order date was 4/2/15.

Note: I only have the one quote as the truck I have reserved is the only 2015 available in all of New York. Our next options would be a 2016 which won't be avail until November at earliest and will be 5% more as Chevrolet has indicated.

Proposed Plan regarding disposition of 2-15-89 and conversion of old Tahoe 2-15-81 and Tahoe being purchased:

1- 89 cannot be traded in due to its age. The Kelly blue book is around 1500 on the base car so the secondary market value is pretty low. We can either donate the car to a car recycling facility (kars for kids etc.) or to another fire dept. with less means most likely in upstate NY. Alternatively we can put the car out for sale with either Proliner, specialty or via a fire board website for sale but as I mentioned we would not get much for the car. I would favor donation if it were my decision.

2- current 81 will be replaced by a new Tahoe and current 81 will then be placed back into service as new 89. The necessity to replace 89 is the driving force here as 89 has reached its usable life and many of the driving characteristics of the car make it less than desirable for our use(steering not straight, brakes not functioning as they used to, no all-wheel drive, poor ground clearance, poor wet weather performance due to rear wheel drive). When looking at the fleet as a whole, current 81 is almost 10 years old but only has 40k miles so far. This car should be able to serve for many years as a fleet vehicle in light use but is reaching the end of its usable life as a front line responder. So, the committee proposes we replace 89 by converting old 81 into new 89 and purchasing a new 81. This allows is to replace our aging first line responder with a new truck and new lighting technology while also replacing an aged 89 and increasing the capabilities of 89 by adding ground clearance, special service edition reliability, and all wheel drive making 89 a much more capable vehicle in the weather.

3- all radios from old 89 will be removed and used in the new fly car. In addition, the remote heads and new medcom radios in current 81 will be removed and placed into new 81. There will be no need to incur the additional expense of purchasing any radios in addition to those we already own. The cost of installing the radios is included in the conversion quotes from Specialty and Proliner.
HCAD funds.
MOTION APPROVED UNANIMOUSLY

Yes: RS, AA, GO, LV, SF Abstain: SF, RF
MOTION APPROVED

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Gregory Orr to accept the following for payment in accordance with the PP and previous Board of Director motions October 1, 2015 – October 15, 2015:

HCAD Funds (24) Checks totaling $15, 598.56
HCFAS Funds (2) Checks totaling $115.00
Explorer Post Funds (1) Check totaling $540.00
MOTION APPROVED UNANIMOUSLY

Transfers: $200,000 on 10/8/15 from 1053-D Money Market to 1054-D Premier Checking

Chief's Report – Thomas Lemp – Absent, as submitted

- **Officer's Meeting**- The last Officers meeting was held on 09/09/15. The next meeting will be on Wednesday, November 4, 2015. The October 7th officers' meeting was changed to October 8th due to a hospital meeting, and due to a death of a family member the October 8th meeting was canceled.
- **Personnel Report**- Report dated October 8th was approved online by the officers, issued by the 1st deputy and given to the secretary.
- **Status for 2015**- Total calls at the end of September 2015 was 527, with 12-24's making the 24/call rate for the month of September at 2.28%. Total cum calls are 4514 with 76-24's for a 24/call rate of 1.68%. We are averaging 502 calls a month (real calls). At this rate we will be over 6,000 by year end.
- **Building**-
    - Asked captains to make sure all members have their placards. There are still about 75 placards that have not been issued. The attached letter is a warning notice for unauthorized vehicles that will be placed on their cars for parking in our lot.
    - Detected a small gas leak in the boiler room. Call RR to fix.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
    - 2-15-18- Back from ACE for front breaks.
    - 2-15-17- Went to body shop on Friday for repair.
    - 2-15-81- Waiting for state sticker to put in service.
    - The old 2-15-81 will be labeled 2-15-34- waiting for state sticker and supplies.
- **Issues-**

    - If you can give a few hours, Help is desperately needed or the Friday and Saturday overnight. Please see the Friday, Saturday day captain's or myself if you can help. Sunday overnight is also struggling. As an incentive we will be providing a $25 debit card.

- **<u>In Works</u>**
    - A committee under the direction of Martha Brenner was formed to update and establish a probationary program.
    - Todd McIndoo will be sent out a "blast" email to form a committee to look at and update the SOP's.
    - Keith Rubenstein and Casey Orr completed updating the dispatch training program (They both work in the field of dispatching). New members are required to attend and members who need to refresh please call Keith or Casey to set-up a date.
    - Paramedic Proposal- John Palmieri still waiting for John to set up a meeting with Sayville Ambulance to talk about how their program is working. More details to follow.
- **<u>Medical/Training-</u>**
    - All active riding members need a minimum of RTE/CPR. If any of your cards expired, please contact one of the instructors for a challenge test. This is become an issue. Jim will be sending out a "blast" email informing members that if there cards are down they will not be able to finger in.
    - October Training is penetrating trauma.
    - Spinal immobilization protocol- Spoke with Brian Canty he stated that Mark and Brian are working on a schedule to complete the practical with our members.
    - Nancy Barker is still having trouble with the American Red Cross to find an instructor to teach our members to become RTE/CPR instructors. We have only three sets of instructors; The Barkers, the Sisinni's and me.
    - We will be posting a PCR class in the month of October. A blast will go out shortly. The slides have been completed. We may wait until I get back from vacation to start the class.
    - Huntington Hospital will be hosting a PTHLS class on two consecutive Sunday's, November 8th and November 15th. The cost is $25 per member, and they can only accommodate 32 people, first come, and first serve. Registration on line http://cmetracker.net/NSLIJ/Login?FormName=RegLoginLive&Eventid=12374 Choose affiliation as "Huntington Hospital"
    - The second deputy has placed an order for new O2/first aid bags.
- **<u>Hospital Meeting</u>**
    - Nurses need to put on wrist bands for patient's arriving in hospital.
    - Huntington Hospital will be getting Life Net. This means that we can transfer out 12 leads, stroke alerts and provide early alerts like burns, trauma etc.… to the hospital directly. Scott from Physio will be calling to set up a meeting. The Hospital is trying to get on line within 6 weeks.
    - Hospital has form a Drug overdose team that will supply SBIRT- screening, brief intervention and referral to treatment.
- **<u>Misc.</u>**

- The chief will be out of town from October 11th through October 28th. Any questions or problems the first deputy chief will be in charge.
- We will be hosting both the Ambulance Chiefs Association dinner and the Huntington Chief's council meeting this month. Lisa Mohr will be providing the dinner for both events. I asked Lisa if she could provide a TIP's bartender, Brian was too busy. Lisa will get back to me.

- **<u>Meetings-</u>**
  - ~~October 1st- BOD~~
  - ~~October 1st- Remsco Award dinner~~
  - ~~October 7th- Officers meeting~~
  - ~~October 7th- Huntington Hospital~~
  - October 12th- GMM
  - October 15th- BOD
  - October 21st- Ambulance Chiefs Association
  - October 26th- Huntington Chief's council meeting.
- **<u>Standbys</u>**-
  - ~~October 1st- Sayville~~
  - ~~October 9th- Huntington FD open house~~
  - ~~October 10/11- Fall festival~~
  - October 10th- WWHS Homecoming
  - October 11th- Sons of Italy
  - October 14th- Huntington Manor FD Yaphank
  - October 22nd- Huntington FD Yaphank
  - October 31st – Huntington Halloween parade.

Status Changes

Number	Last	First	Day	Shift	To	From	Effective
1338	Taylor	Andrew	Mon	2300	CL	ACL	10/07/2015
1416	Marino	Michele	Mon	1100	ACL	FA	10/07/2015
1470	Villamide-H	Lorely	Fri	1900	Driver	D/T	10/07/2015
1397	Avilez	Lauren	Sat	0700	ACL	F/A	10/07/2015
1437	Lenio	Christian	Sun	1100	CL	ACL	10/07/2015

Shift Changes

Number	Last	First	To	Shift	From	Shift	Effective	Comments
1224	Gabriel	Rodriguens	Mon	1500	Mon	0700	10/07/2015	
1142	Grimadeau	Claudy	Thr	0700	Sun	1100	10/07/2015	

Secretary's Report –Robert Franz:

New Members:

Motion by Seth Fischer and seconded by Robert Franz to accept Nicolette Giordano as a new probationary member #1466, Shift: Saturday 2300 in accordance with Article III, Section 2 of the By-Laws.

MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Robert Franz to accept Anthony Cambareri as a new probationary member #1467, Shift: Friday 0700 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Robert Franz to accept Maria Sousa as a new probationary member #1468, Shift: Monday 1500 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Robert Franz to accept Karen Browne as a new probationary member #1469, Shift: Wednesday 1100 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Robert Franz to accept Israel Brenner as a new probationary member #1470, Shift: Thursday 1100 in accordance with Article III, Section 2 of the By-Laws.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	**Day**	**Membership #**	**Type**	**Dates**
Hirasawa, Tomoko	Mon	1404	Extended Operational	9/16/15 – 12/16/15
Gallego, Vanessa	Mon	1450	Medical	10/2/15 – 1/2/16
Mastropietro, Donna	Tues	714	Medical	10/13/15 – 11/24/15
McGlone, William *Probationary	Sunday	1451	Operational	9/25/15 – 11/1/15
Sisinni, Mary	Fri	926	Educational	10/9/15 – 1/9/16
Suarez, Carlos	Sun	1103	Educational	9/27/15 – 12/27/15

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	**Day**	**Membership #**	**RTD Date**	**Note/From**
Juan Flores	Tues	1293	9/22/15	Operational
Maryann Schramm	Wed	595	9/30/15	Operatioanl

President's Report – Roger Winter:

- I purchase Pink Ribbons to recognize Breast Cancer Awareness Month.
- The Power Loaders are due on October 20th. Installation will proceed after we receive the units.
- I believe we should have an insert into the last mailing of the Fund Drive explaining what we use the collected monies for.
- **Committee List for 2015** – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.
- **ID Badge System** – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.
- **Fund Drive** –Donations as of 10/10/2015 – 1834 contributors processed $68,621.44
- **MC Alliance project:** A review the need for this service will be conducted.

Director Orr Report:
-Gave an update on the overnight incentive program

New Business:
-Procedure for an Associate member to return was discussed
-New ambulances discussed, 3rd bid needed
-Discussion on status of the new ambulance took place with Chairperson Keith Tamayo. New vehicle specifications discussed with the Board to ensure that the process follows our Purchasing Policy.
-Vice President Axelrod agreed to write-up what is done with HCFAS funds
-Paypal/electronic fund drive on website was discussed
-Action Plan on study and budget to present at the General Membership meeting will be worked on by the Vice President and Treasurer

Director Fischer left the meeting at 2148 hours during new business**.**

Motion by Richard Stone and seconded by David Mohr to extend the meeting to 2215 hours.
MOTION APPROVED UNANIMOUSLY

Old Business:
-Hearing dates set for 10/27/15, 11/19/15 and 12/3/15
-Drug Policy- up for review, Seth Fischer
-Uniform Code – I have spoken to the chairperson and asked her to complete a document so we can review it and edit if necessary.
-Paramedic Proposal – John Palmieri is writing a report

Motion by Richard Stone and seconded by David Mohr to adjourn the meeting at 2225 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: November 3, 2015

Amended and approved: November 19, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Special Meeting
DATE: November 1, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**ABSENT**

Meeting Notification: A timely special meeting notification had been given to all the Directors by President Winter / Secretary Franz.

Guests: John Palmieri, Andrew Campagnola, Roy Breitenbach (Garfunkel Wild, PC) and Fred Towle (East Coast Marketing and Media, Inc.).

Meeting called to order at: 19:00 hours

Emergency Motion – Washing Machine Replacement:
Motion by Roger Winter and seconded by David Mohr to authorize the President to make an emergency purchase of a commercial washer from Mac-Gray for an amount not to exceed $2,000.00.
HCAD funds.
MOTION APPROVED UNANIMOUSLY

A round table introduction was made of attendees.

Motion by Alyssa Axelrod and seconded by Loreley Villamide-Herrera to enter into Executive Session at 1905 hours.
Discussion followed including comment by the Squad's special counsel Roy Breitenbach.
Yes: AA, RF, SF, GO, LV No: RS Abstain: DM
MOTION APPROVED

Executive Session ended at 2217 hours.

Motion by David Mohr and seconded by Seth Fischer to authorize our attorney to send the draft letter addressed to TOH Supervisor Frank Petrone tomorrow.

MOTION APPROVED UNANIMOUSLY

Drafts of future letters, media releases, membership updates will be emailed to the Board of Directors for approval prior to being released.

Vice President Axelrod will draft a letter to the membership regarding their attendance at the Town of Huntington Board meeting on Thursday November 5, 2015 at 2PM at which time the TOH budget will be voted upon.

Motion by David Mohr and seconded by Seth Fischer to adjourn the meeting at 2227 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: November 3, 2015

Amended and approved: November 19, 2015

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: November 5, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**1902 hours**

Guests: Andrew Campagnola, John Palmieri, Andrew Taylor, Philip Schmidt, Fiona Witowski, Matthew Valle, Ann Donegan, Fred Towle of East Coast Marketing and Media, Inc., Chief Gregory Miglino of South Country Ambulance Corp. and Lehti Laas.

Meeting called to order at: 19:00 hours

Chief Gregory Miglino of South Country Ambulance spoke about the Town of Huntington issues with HCFAS and suggested some actions HCFAS should take. He is the Suffolk County Ambulance Chief's Association liaison to HCFAS. SCACA sent a letter of support to restore our budget to Supervisor Petrone. Ex-Chief Tom Cronogue of WWHAC letter in support of HCFAS was published in the Newsday editorial section.

For disposition of new members see the Secretary's Report.

Proposals-
Un-table Convert the 6 in 1 parka jackets that were issued in 2012/2013
Convert the 6 in 1 parka jackets that were issued in 2012/2013
Un-table Outstanding Member Award 2015
Outstanding Member Award 2015
Holiday Gift Card Eligibility
Gift Card Eligibility for Life Members
Member attendance at the Adult Holiday Party
General Meeting Room Use Request Saturday 12/05/15 – Bedel Saget #1175
NYSVA&RA District 7 Delegate and 1st Alternate to attend the NYSVA&RA
Board meetings near Albany, NY 2016
Annual Dues Suffolk County Ambulance Chiefs Association 2016
Driver Improvement Classes (aka Defensive Driving) 2/6/16
Purchase Invitations, Programs Postage 2016 Installation and Inspection Dinner
Flowers for the Installation and Inspection Dinner 2016

Photographer for the Installation Dinner 2016
Children's Holiday Party 2015
Amend Membership Transportation for East End Winery Tour
Amend July 23, 2015 Motion for Renewal and continuation Group Life Insurance Coverage with VESO Trust (Voluntary Emergency Service Organization)
Professional Services for a member
Training Video

Un-table Convert the 6 in 1 parka jackets that were issued in 2012/2013
Motion by Robert Franz and seconded by Loreley Villamide-Herrera to un-table the motion; Convert the 6 in 1 parka jackets that were issued in 2012/2013, motion made on 10/15/2015.
MOTION APPROVED UNANIMOUSLY

Convert the 6 in 1 parka jackets that were issued in 2012/2013
Motion by Roger Winter and seconded by Gregory Orr to convert the 6 in 1 parka jackets that were issued in 2012/2013 by covering 4 locations; Sleeves (2); Left chest (2); add 2 Velcro patches on left chests; embroider 50 Velcro tags stating dispatcher or administrative.
Price per coat is $38, NTE 50 coats, making a total cost of $1900.00.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Un-table Outstanding Member Award 2015
Motion by Robert Franz and seconded by Chief Thomas Lemp to un-table the motion; Outstanding Member Award 2015, motion made on 10/15/2015.
MOTION APPROVED UNANIMOUSLY

Outstanding Member Award 2015
Motion by Roger Winter and seconded by Chief Thomas Lemp to issue up to eight (8) monthly gift cards valued at $25 to an outstanding member from each day, including a company 8 member. The captains will be responsible to pick a member of their day, on a monthly basis that has done an outstanding job. This will be included in their officers report submittal. Total value per month will equal $200 times three (3) months. Total for the remaining year equal $600.00.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Fred Towle of East Coast Marketing and Media, Inc. spoke to the Board of Directors in regards to how to proceed with the Squad's marketing.

Holiday Gift Card Eligibility
Motion by Chief Thomas Lemp and seconded by Richard Stone to authorize the purchase of a $125.00 holiday gift card for eligible members under the following requirements per SOP Article:
SOP Article X Section 1-17: Miscellaneous Items f. Gift Eligibility – Revised 11/14/2013
Page 69-70 of 98
HCFAS funds

MOTION APPROVED UNANIMOUSLY

Gift Card Eligibility for Life Members

Motion by Treasurer Richard Stone and seconded by Robert Franz to give a $125.00 Holiday Gift cards to all Life Members.

HCFAS funds

MOTION APPROVED UNANIMOUSLY

Member attendance at the Adult Holiday Party

Motion by Chief Thomas Lemp and seconded by Gregory Orr to allow all members to attend the adult holiday party, with the exception of any member suspended in 2015 (a suspended member can’t attend as a guest of a member or in attendance in any other capacity), and to set aside for 2015 the eligibility criteria requirements 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.

1. Eligibility Criteria - For a member to attend any social event, 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.

B. The member may not have been suspended, or received a temporary suspension, during the six (6) month period preceding the event.

C. 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.

D. 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.

E. 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.

F. Any exception to the above must be approved by the Board of Directors

2/3 approval needed

MOTION APPROVED UNANIMOUSLY

General Meeting Room Use Request Saturday 12/05/15 – Bedel Saget #1175

Motion by Robert Franz and seconded by David Mohr to approve Bedel Saget #1175 the use of the General Membership Meeting Room for his fraternity Malik National Fraternity business meeting on Saturday December 5, 2015 from 9AM to 5PM. Set-up time will be one hour before the meeting and cleanup will be one hour after the meeting.

A Security deposit has been received. The calendar has no events scheduled for this date and times. Alcohol will not be served and food service will be provided by the member. All

insurance requirements are being waived for this event. The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room. Note: This fraternity has held a similar business meeting at HCFAS several years ago. The use of the room is beyond the normal 4 hour rule period.
MOTION APPROVED UNANIMOUSLY

NYSVA&RA District 7 Delegate and 1st Alternate to attend the NYSVA&RA Board meetings near Albany, NY 2016
Motion by Robert Franz and seconded by Chief Thomas Lemp to authorize and approve NYSVA&RA District 7 Delegate and 1st Alternate to attend the NYSVA&RA Board meetings near Albany, N.Y. on February 13, 2016 (or other alternate date). 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 February 13, 2016 or alternate date at an amount not to exceed a base room rate of $125.00 per person and the reimbursement on February 13 and 14, 2016 or alternate dates 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 2016 quarterly board meetings in accordance with the above and the BOD will be informed in advance of these quarterly meetings.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Annual Dues Suffolk County Ambulance Chiefs Association 2016
Motions by Robert Franz and seconded by Chief Thomas Lemp to pay the annual dues to Suffolk County Ambulance Chiefs Association in the amount of $100.00.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Driver Improvement Classes (aka Defensive Driving)
Motion by Seth Fischer and seconded by Robert Franz 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 by Karen Blackburn on Saturday, February 6, 2016 and this program will be organized by 1st Deputy Chief TBA. 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 requested and the room is not being utilized for any other events. HCFAS will provide a light breakfast and lunch to all participants at a cost not to exceed $400.00
HCAD funds/HCFAS funds

MOTION APPROVED UNANIMOUSLY

Purchase Invitations, Programs Postage 2016 Installation and Inspection Dinner
Motion by David Mohr and seconded by Seth Fischer 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 2016 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 2016
Motion by David Mohr and seconded by Seth Fischer to accept the recommendation of the Special Event Committee Chairperson Brian Canty and authorize and approve the purchase of flowers for the 2016 Installation and Inspection Dinner at an amount not to exceed $2,500.00.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Photographer for the Installation Dinner 2016
Motion by David Mohr and seconded by Seth Fischer 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 2016 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. Price is the same as last year.
HCAD Funds
MOTION APPROVED UNANIMOUSLY

Children’s Holiday Party 2015
Motion by David Mohr and seconded by Robert Franz to authorize and approve the Special Events Committee to have the Children's Holiday Party on Saturday, December 12, 2015, 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 $40.00 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 5, 2015. 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 $40.00 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 $40.00 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

Amend Membership Transportation for East End Winery Tour

Motion by Richard Stone and seconded by Seth Fischer to amend the original Membership Transportation for East End Winery Tour motion dated August 20, 2015 and allow a return of checks to members for the following reasons; 1. Cancellations up to a week before the date of the tour, 2. Members who are ill 3. Unable to attend due to work or family responsibilities as long as this does not impact HCFAS final cost.

Membership Transportation for East End Winery Tour

Motion by Gregory Orr and seconded by Chief Thomas Lemp to offer the membership transportation for East End Winery Tour for Sunday October 18, 2015.

FIRST GLASS WINE TOURS

Coach Bus - Air conditioned with bathroom. Price is based on 55 passenger seats 55 - $1,450.00 for 8 hours plus up to a $3.00 gratuity per attendee.

Each additional hour is $150.00. Eight hours is being requested which should be more than enough.

You may bring your own refreshments and food. The vehicle will have ice and water.

The tour will leave HCFAS headquarters at 10:30AM on Sunday October 18th and will be for 8 hours.

We will visit 3 vineyard winerys - Pelligrini, Osprey and Jason's. Some offer lunch menus; and some offer cheese platters with the wine tasting. Some have food trucks.

Tastings are at the expense of the individual.

Food and refreshments can be brought on the bus; ice and water will be provided.

There is a signup sheet in the Ready Room and we have more than 55 members and guests signed up to date. We may need a second bus possibly smaller depending on the final count.. There will be a second posting and signup sheet once we have a commitment on the date from the tour company. That sign-up sheet must be accompanied by checks to secure seats. Squad members are given first priority and nonmember guests will pay $40.00 (nonrefundable) Squad members will give a check for $40.00 made out to HCFAS and put in Joanne Cunningham's mail folder to secure a spot. Checks will not be returned if you don't go. A full refund will be made to any squad member who attends the tour. **Separate checks for guests please.** Seating is limited to 55 attendees (squad members may bring one guest at $40). A certificate of liability insurance with HCFAS named as additional insured will be requested from the tour operator and/or bus company.

Additional Information

I also got prices from LI Vineyard Tours - $95.00 per person without lunch!!

HCFAS funds

MOTION APPROVED UNANIMOUSLY

HCFAS funds

Yes: RS, RF, DM, GO, SF, TL   Abstain: AA, LV

MOTION APPROVED

Amend July 23, 2015 Motion for Renewal and continuation Group Life Insurance Coverage with VESO Trust (Voluntary Emergency Service Organization)

Motion by Robert Franz and seconded by Richard Stone to amend the July 23, 2015 VESO group life insurance motion to a monthly amount of $6,375 for active members and $ 950 for inactive life members.

Note: **Life Insurance Renewal:** Back in July we were informed that there would not be a rate increase on renewal but the November 1st bill received reflects a rate increase. This is similar to what occurred last year but we were able to have VESO credit us for the increase – we were not able to do it this year. The increase averages out to a 13.3% increase (based upon the difference between the November 2015 quarterly bill and the August 2015 quarterly bill). The coverage was also priced out to VFIS who quoted a significant higher amount.

BOD July 23, 2015 Motion

Renewal and continuation Group Life Insurance Coverage with VESO Trust (Voluntary Emergency Service Organization)

Motion by Robert Franz and seconded by Richard Stone, 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, 2015 to October 31, 2016 with an approved extension up to February 28, 2017 pending notification of the insurance company's November 1, 2016 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 $ 5,750.00 for active members and $ 850.00 for inactive life members (based upon the 08/01/15 census of 249 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 APPROVED UNANIMOUSLY

HCAD & HCFAS funds
MOTION APPROVED UNANIMOUSLY

Note: The following motions were made after Executive Session at the end of the meeting

Professional Services for a member
Motion by Robert Franz and seconded by David Mohr to authorize and approve professional services for a member for an amount not to exceed $ 500.00. The provision of these services will be coordinated by President Roger Winter.
HCFAS funds
Yes: AA, RS, RF, DM, GO, TL No: LV, SF
MOTION APPROVED

Training Video
Motion by Robert Franz and seconded by Greg Orr to authorize and approve the purchase of a training video on Harassment and Discrimination for a cost not to exceed $250.00.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Gregory Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions October 15, 2015 – November 5, 2015

Checks for HCAD 71 Checks Totaling $132,632.09
Checks for HCFAS 9 Checks Totaling $28,629.46
MOTION APPROVED UNANIMOUSLY

Transfers:
There were two transfers from HCAD Savings to HCAD Checking, one on 10/8/2015 $200,000 and the other on 10/27/2015 $600,000.

The bond payment in the amount of $505,565.63 was made on 11/1/2015.

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 09/09/15. The next meeting will be on Thursday, November 12, 2015. The October 7th officers' meeting was changed to October 8th due to a hospital meeting, and due to a death of a family member the October 8th meeting was canceled.

- **<u>Personnel Report</u>**- Report dated October 8th was approved online by the officers, issued by the 1st deputy and given to the secretary.
- **<u>Status for 2015</u>**- Total calls at the end of September 2015 was 527, with 12-24's making the 24/call rate for the month of September at 2.28%. Total cum calls are 4514 with 76-24's for a 24/call rate of 1.68%. We are averaging 502 calls a month (real calls). At this rate we will be over 6,000 by year end.
- **<u>Building</u>**-
  - Asked captains to make sure all members have their placards. There are still about 75 placards that have not been issued. The attached letter is a warning notice for unauthorized vehicles that will be placed on their cars for parking in our lot.
  - New Washer will not be coming in for 2 weeks. Roger has been taken loads of laundry to the cleaners.
  - A/C in ready room not working, called traditional.

  Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **<u>Vehicle Status</u>**-
  - 2-15-16, 18, 19, 20 are in service.
    - 2-15-19 power stretcher was installed.
    - 2-15-20 Med-pro fixed stretcher.
  - 2-15-21- Power stretcher is being installed.
  - 2-15-17- Stryker came in to fix power loader. Needs part, Stryker will be back Monday to complete.
  - 2-15-81- Went back to vendor for Radio wiring problem. Will be back tomorrow.
  - 2-15-25- Went to Ace for light issue- no status.
- **<u>Issues-</u>**
  - If you can give a few hours, Help is desperately needed or the Friday and Saturday overnight. Please see the Friday, Saturday day captain's or myself if you can help. Sunday overnight is also struggling. As an incentive we will be providing a $25 debit card.
- **<u>In Works</u>**
  - A committee under the direction of Martha Brenner was formed to update and establish a probationary program. No Status
  - Todd McIndoo will be sent out a "blast" email to form a committee to look at and update the SOP's.- No Status
  - Keith Rubenstein and Casey Orr completed updating the dispatch training program (They both work in the field of dispatching). New members are required to attend and members who need to refresh please call Keith or Casey to set-up a date. No Status
  - Paramedic Proposal- John Palmieri still waiting for John to set up a meeting with Sayville Ambulance to talk about how their program is working. More details to follow.
- **<u>Medical/Training-</u>**
  - All active riding members need a minimum of RTE/CPR. If any of your cards expired, please contact one of the instructors for a challenge test. This is become

an issue. Jim will be sending out a "blast" email informing members that if there cards are down they will not be able to finger in.
    - Spinal immobilization protocol- Brian and Mark have been working to get our members
    - Nancy Barker is still having trouble with the American Red Cross to find an instructor to teach our members to become RTE/CPR instructors. We have only three sets of instructors; The Barkers, the Sisinni's and me.
    - We will be posting a PCR class in the month of November. A blast will go out shortly. The slides have been completed and printed.
    - The second deputy has placed and received an order for new O2/first aid bags as well as the Lucas. They will be going on the rigs shortly.
- **<u>Hospital Meeting</u>**
    - Nurses need to put on wrist bands for patient's arriving in hospital.
    - Huntington Hospital will be getting Life Net. This means that we can transfer out 12 leads, stroke alerts and provide early alerts like burns, trauma etc.… to the hospital directly. Scott from Physio will be calling to set up a meeting. The Hospital is trying to get on line within 6 weeks.
    - Hospital has form a Drug overdose team that will supply SBIRT- screening, brief intervention and referral to treatment.
- **<u>Meetings-</u>**
    - November 5th- BOD
    - November 9th- GM
    - November 12th- Officers
    - November 19th- BOD
    - November 30th- Chief's council- Greenlawn FD
- **<u>Standbys</u>**-
    - November 4th- Huntington Manor FD Yaphank
    - November 27th- Town-wide Thanksgiving Run
    - November 30th- Huntington Manor FD Yaphank
    - St. Anthony's Football dates- need status from Mark

Secretary's Report –Robert Franz:

New Members:

Motion by Seth Fischer and seconded by Robert Franz to accept Donald Freed as a new probationary member #1471, Shift: Saturday 2300 in accordance with Article III, Section 2 of the By-Laws.

MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Robert Franz to accept David Villegas as a new probationary member #1472, Shift: Saturday 1100 in accordance with Article III, Section 2 of the By-Laws.

Yes: RS, AA, DM, TL, LV, SF, GO   Abstain: RF

MOTION APPROVED

Hands Only CPR/ and use of an AED

NYS Board of Regents voted on 9/17/15 to mandate that all students be given instruction in Hands Only CPR/ and use of an AED before graduating from high school. No addition funding has been provided to schools but the Regents does not require a course completion card enabling classes be taught by someone other than an authorized CPR/AED instructor. Schools are free to provide full CPR/AED classes if they wish. Paragraph (11) of subdivision (c) of section 100.2 of the Regulations of the Commissioner of Education amended effective October 7, 2015.

Legislative history: NYS legislative bill (S7096 A9298) requires the state Education Department to make recommendations to the Board of Regents to require high schools to train students in CPR and the use of AEDs was signed into law Chapter 417 on 10/21/14 and is effective immediately. The department has 180 days to make its recommendations on how to establish the curriculum. The Board of Regents then has 60 days to act.

ePCR – As a REMSCO council member I attended an Image Trend Emergency Data Systems presentation at SC FRES on their Rescue Bridge program. It is an advanced and comprehensive fire RMS and EMS solution that accommodates enhanced information aggregation and exchange in a paperless environment. The secure web based system provides for complete and accurate incident reporting with staff and equipment management at any time, from anywhere. Their EMS Field Bridge combines ePCR, NFIRS and patient tracking capabilities into one powerful application designed for speed and accuracy – assists medics to quickly generate complete, real-time reports in the field – from rapid, touch based data entry to streamlined one-click billing and electronic submission. It integrates critical information access the entire emergency community.

At their July 28, 2015 meeting, REMAC's Chair stated that REMAC should provide a letter supporting ePCR in SC and urging the transition of the current county-hosted server environment to a vendor cloud-based hosted solution. (Note: This could be part of the FRES technology build out program.)

SC FRES Recruitment Committee meeting October 14, 2015:

SERVES (Suffolk Educational program for Retention in the Voluntary Emergency Service) is alive and well. As per FRES Commissioner Williams 9/10/15 memo, FRES received a $1.3 million SAFER (Staffing for Adequate Firefighting and Emergency Response) grant. Tuition Reimbursement will be available for the Spring 2016 semester. The SERVES Administrative Guide (containing all policies and necessary forms) has been revised and is in process of being approved by the SC legal department. SC Legislature must accept grant and revised program.

Also in process is obtaining Suffolk County funding for VAS to participate in the program since SAFER funds can only be used for firefighters.

Good News: The tuition assistance has been extended to include a bachelor's degree (120 credits) at any College located in Suffolk County (assistance will be limited to tuition amount charged by SCCC).

Chief – If you have not done so already, please submit HCFAS's census report for 12/31/13 and 12/31/14 to FRES since this information needed to evaluate success of the current grant.

The next meeting of the SC FRES Recruitment Committee will be December 16, 2015 at SC FRES in Yaphank.

Renaissance Downtowns Huntington Station Meeting 10/28/15:

Andrea Golinsky and I attended this meeting with Ryan Porter on Wednesday morning at the Source the Station building on NY Avenue. Renaissance is still waiting for the NYS DOT

approval and transfer of the land along NY Avenue to the TOH and also for the Federal approval since this was part of the original urban renewal in the sixties – this must be done for proposed artist's lofts. Tenants are still being solicited for the proposed office building – may be a local hospital group (Mount Sinai went to BAE), an IPic Theatre, 24 hour Fitness Center etc. Building may be scaled back to 80,000 square feet but anything is possible. In any case our shared parking arrangement would not be determined until a tenant(s) is finalized.
We also mentioned that any structured parking must take into consideration the height of our ambulances and again mentioned the height of the building may affect our communication east of our location.

Legislation:
- A7315 (Thiele) / S.4187A (Flanagan): This legislation requires the use of seatbelts by volunteer firefighters and ambulance workers. The single largest cause of Volunteer Firefighter and EMS responder death is vehicle accidents to and from an incident scene. The largest contributor to those deaths is failure to wear seat belts, Volunteers would like the current exemption removed from the law making New York law consistent with the training and operational procedures currently in place to promote seat belt use. ***This bill has passed both houses and will be sent to the Governor for final action***.
- A.3057A (Morelle) / S.2696A (Flanagan): This legislation will require all smoke alarms to be equipped with 10-year non-removable batteries. One of the leading causes of fire related deaths occurs in homes where no smoke alarms are operable. This legislation will help to save lives while reducing risk to firefighters. ***This bill has passed both houses and will be sent to the Governor for final action.***

Hearings Dates: 11/19/15 and 12/3/15.

President's Report – Roger Winter:

- I purchase Red, White & Blue Ribbons to recognize Veterans Day.
- 2-15-19 is out being fitted with the Power Loader and Power Pram. This unit is complete as of 11/4/2015. The next unit has yet to be determined.
- I I have spoken with Fred Towle of ECMarketing, Inc. to develop an inset to go into the last mailing of the Fund Drive explaining what we use the collected monies for.
- A commercial washing machine has been ordered. We are doing laundry at Laundry Mall at 838 New York Avenue across from the Big H shopping center.
- **Committee List for 2015** – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.
- **ID Badge System** – All cards were produced if a picture was available. I am looking to get the new members photographs taken as soon as possible.
- The process of making the 2016 ID cards is in progress.
- **Fund Drive** –Donations as of 11/4/2015 – 1866 contributors processed $70,001.44
- **MC Alliance project:** A review the need for this service will be conducted.
- **Explorer Post 215 :** 15 Explorer Post 215 members participated in the TOH Chamber of Commerce LI Huntington Fall Festival.

Old Business:

- Progress with talks with Supervisor Petrone and Councilmen and women
- TOH EMS Study

New Business: None

- A demo of the Mobile Data Terminals (MDTs) will take place at general membership meeting

Motion by Richard Stone and seconded by Seth Fischer to extend the meeting to 2215 hours.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Richard Stone to enter into executive session at 2205 hours.
MOTION APPROVED UNANIMOUSLY

Executive session ended at 2215 hours.

Motion by Alyssa Axelrod and seconded by Robert Franz to extend the meeting to 2230 hours.
Yes: AA, RS, RF, GO, LV, TL No: DM, SF

Motion by Alyssa Axelrod and seconded by Loreley Villamide Herrera to enter into executive session at 2215 hours.
MOTION APPROVED UNANIMOUSLY

Executive session ended at 2230 hours.

Motion by Richard Stone and seconded by Alyssa Axelrod to adjourn the meeting at 2035 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Lehti Laas

Lehti Laas
Recording Secretary

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: November 16, 2015

Amended and approved: November 19, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad

2015 Board of Directors Meeting

DATE: November 19, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**1908 hours**
Seth Fischer (SF)	**1935 hours**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Guests: Bernard Poole, Mark Cappola, Ann Donegan, Andrew Campagnola, Andrew Taylor, James Malillo, Brian Canty, Philip Schmidt, Lehti Laas (via phone), Timothy Glynn & Jacqueline Fink from Glynn, Mercep, Purcell, LLP.

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by Gregory Orr to approve the minutes of October 15, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by David Mohr to approve the minutes of October 27, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Treasurer Stone entered the meeting at 1908 hours.

Motion by Robert Franz and seconded by Gregory Orr to approve the minutes of November 1, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by David Mohr to approve the minutes of November 5, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Hearing Captain Mark Cappola vs. Chief Thomas Lemp
Arrival of Attorneys for the Squad: Tim Glynn and Jacqueline Fink from Glynn Mercep and Purcell, LLP.
Accuser: Captain Mark Cappola
Accused: Chief Thomas Lemp

Motion by David Mohr and seconded by Loreley Villamide-Herrera to enter into Executive Session at 1915 hours.

Director Fischer entered the meeting during Executive Session at 1935 hours.

Out of Executive session at 1955 hours.

Motion by Roger Winter seconded by Robert Franz that after a hearing the charges against Chief Thomas Lemp are sustained.
MOTION APPROVED UNANIMOUSLY (Note: RW voted & TL did not vote)

Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to enter into Executive Session at 1958 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 2043 hours.

Motion by Seth Fischer and seconded by Gregory Orr to accept Sean Quinn as an Administrative member.

Motion by Robert Franz and seconded by Loreley Villamide-Herrera to table the motion.
Yes: RW, RS, RF, LV, TL No: AA, GO, SF, DM
MOTION APPROVED to table

Proposals-
Mobile Data Terminals 2015
Monitor/Defibrillator Purchase 2015
Glynn Mercep & Purcell, LLP contract renewal
HCFAS Adult Holiday Party 2015
Fuoco Group LLP 2015 HCAD
Fuoco Group LLP 2015 HCFAS
Invitation List 2016 Installation and Inspection Dinner
Ambulance Specifications 2015 (email vote)
Increase funding for the month of December 2015 to the Kitchen committee
Approval of Fund Drive Insert 2015 3rd Mailing (email vote)
Disposal of Equipment & Remove from Inventory
Donate of Disposed Equipment
Upgrade the current Marloc key readers to HID Prox readers and 400 key fobs
Toy Drive Donation Friends of Huntington Station Latin Quarter (HSLQ)

TFC Hats, Gloves, & Scarves donation for Festive Cantata
Water Bottle Collection Box
Host the NYS Volunteer Ambulance & Rescue Association District 7 Meeting April 19, 2016
Participation in the Town of Huntington Holiday Parade 2015
Building of Float or Decorations for the TOH Holiday Parade
East Coast Marketing and Media Inc. Engagement Amendment

Mobile Data Terminals 2015

Motion by Chief Thomas Lemp and seconded by David Mohr to purchase one unit and install in an ambulance for a 90 day test. The Mobile Data Terminals (MDTs) will allow tracking of our ambulances in real time in dispatch, provide a map to the crew at the time of the call and allow the ambulance crew to enter all the times during the call. It will also provide any special notations about the address that was provided by the home owner or the crew from previous calls.

The ability to enter times directly will reduce communication delays, enable the dispatcher to handle other tasks with less difficulty, improve our response time with the mapping system and make it easier for new members to move thru dispatching in less time since the function will be shared by the dispatcher and the crew on the call. SCM is our preferred vendor, pricing for all hardware and software cost and licensing is on NYS Contract PT65147, not to exceed $11,000 for the one unit.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Monitor/Defibrillator Purchase 2015

Motion by Alyssa Axelrod and seconded by Robert Franz to enter into a contract with Physio Control, 11811 Willows Road NE, P.O. Box 97006, Richmond WA 98073-9706 for the purchase of nine (9), Lifepak 15 V4 with accessories and four (4) McGRATH MAC EMS Video Laryngoscopes, LIFEPAK 15 Service - 4 YEAR. On-site Comprehensive Coverage. Annual Payments, as listed on quote # 00017031, dated 11/18/2015 for $ 312,109.17. Sales consultant Sandra Franco, 631680-2886, 1-800-442-1142, Ext. 72602, Fax 1-800-732-0956.

This is contingent on an acceptable financing/leasing arrangement from Physio Control.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Glynn Mercep & Purcell, LLP contract renewal

Motion by Robert Franz and seconded by Seth Fischer to authorize and approve President Roger Winter to accept the Glynn Mercep & Purcell, LLP, Retainer Proposal, of November 16, 2015, renewal retainer engagement letter for calendar year 2016 from January 1, 2016 through December 31, 2016. The retainer calls for an advance retainer in exchange for a block of prepaid hours followed by a discounted hourly rate if, as and when the prepaid hours are expended. In the past, we have asked for options, so I have put forward three (3) options (options B and C were not accepted and are below for a reference).

Glynn Mercep & Purcell, LLP will undertake to represent you for the period from January 1, 2016 through December 31, 2016 in consideration of an advance retainer of:

a) $7,500.00 which will entitle the Squad to thirty-four (34) prepaid hours of professional time spent by me, my partners or senior associates.
If we do not use the prepaid time during the year, the unused portion of the retainer amount will not be refunded or credited in any future year.
If we exceed the prepaid time, time spent in excess of the prepaid will be billed to HCFAS at a reduced partners' rate of $250.00 per hour. Time spent by associates will be billed at the lesser of their prevailing hourly rates or $225.00 per hour. Paralegals will be billed at lower hourly rates commensurate with their experience and effectiveness.
Litigation not included in the retainer and in the event we bring or defend litigation on behalf of the Squad time will be billed separately at $275.00 per hour, or such other rate as we may agree with our insurance company.
Additional time charges will include time spent in the office and out of the office, time spent on research, travel, on the telephone, in preparing documents, and meeting with you and members of HCFAS. Additional time charged for out of pocket disbursements on our behalf such as filling fees, bulk photocopying, long distance telephone calls (outside the 631 area code), and other travel expenses and similar costs

Options not accepted:

~~b) $10,000 for forty-five (45) prepaid hours; or~~
~~c) $15,000 for seventy (70) hours.~~

HCAD funds
MOTION APPROVED UNANIMOUSLY (Note: AA out of the room)

HCFAS Adult Holiday Party 2015
Motion by Gregory Orr and seconded by Richard Stone to accept and approve the recommendation of Special Events Chairperson Brian Canty and authorize the Squad's Adult Party to be held on Saturday, December 19, 2015 from 1730 hours to 2230 hours in the General Meeting Room.
Further to authorize Brian Canty to accept the bid from C & A Catering Inc. (Milk & Sugar Caters) (caterer) at a cost of $42.83 (based on 150 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 and certificate of 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, 1-2A, and 1-7 and all “Life & Exempt Members” this will be posted with the signup sheet. 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. The Treasurer will provide an accounting for this event next Board meeting following the receipt of the paperwork from the Special Event Committee.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Fuoco Group LLP 2015 HCAD
Motion by Richard Stone and seconded by Robert Franz to engage the services of the Fuoco Group LLP for the purpose of the 2015 audit as outlined in their letter of engagement for the Huntington Community Ambulance District Division of Huntington Community First Aid Squad, Inc. dated November 16, 2015, distributed, as provided by Laura Marques, CPA. The estimated fee for the service is $13,400.00. Report to be received by May 1, 2016.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Fuoco Group LLP 2015 HCFAS
Motion by Richard Stone and seconded by Robert Franz to engage the services of the Fuoco Group LLP for the purpose of the 2015 audit and tax return preparation as outlined in their letter of engagement for the Huntington Community First Aid Squad, Inc. dated November 16, 2015, distributed, as provided by Laura Marques, CPA. The estimated fee for the service is $2,300.00. Report to be received by May 1, 2016.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Invitation List 2016 Installation and Inspection Dinner
Motion by Gregory Orr and seconded by Robert Franz to approve the special guest invitation list for the 2016 Installation Dinner, as amended. See attached list, each attendee may bring a guest. The Chief has the discretion to invite a guest from Huntington Hospital.

Supervisor Frank Petrone
Councilwoman Tracey A. Edwards
Councilman Mark Cuthbertson
Councilwoman Susan Berland
Councilman Eugene Cook
Town Clerk JoAnn Raia

Highway Superintendent Peter Gunther
Inspector Second Precinct Commanding Officer
Assemblyman Chad Lupinacci
Assemblyman Andrew Raia
Senator John J. Flanagan
Senator Carl Marcellino
County Executive Steven Bellone
Commissioner Joseph Williams
Gregson Pigott, M.D. Medical Director Suffolk County Dept of EMS
Tom Lateulere Chief Ed & Training, Suffolk County Dept of EMS
Robert Delagi Chief, Pre-Hospital Medical Operations, SCEMS
Chairman Joel Vetter Suffolk County Regional EMS Council
Chairman Jay Egan Suffolk County FRES Commission
Legislator Spencer
Legislator Lou D'Amaro
Legislator Steve Stern
Dr. Sanford Glantz
ER Chief of Staff. Huntington Hospital
Mr. Tim Glynn
Ms. Jamie McCrae
Chief Cold Spring Harbor Fire Department
Chief Halesite Fire Department
Chief Huntington Fire Department
Chief Huntington Manor Fire Department
Chief Melville Fire Department
Chief Centerport Fire Department
Chief Greenlawn Fire Department
Chief Dix Hills Fire Department
Chief Commack Fire Department
Chief East Northport Department
Chief Northport Fire Department
Chief Eaton's Neck Fire Department
Chief Commack Volunteer Ambulance Corp.
Chief Wyandanch Wheatley Heights Amb. Corp.
Chairman NYSVA&RA District 7
Pres. TOH Fire Chiefs Council
Pres SCACA

Yes: TL, AA, RF, RS, GO, DM, LV Abstain: SF
MOTION APPROVED

Note: The following motion was an electronic vote
Ambulance Specifications 2015
Motion by President Roger Winter and seconded by Chief Thomas Lemp to approve the specifications for an ambulance drawn up by New Vehicle Committee Chairman Keith Tamayo as presented. This bid specification was not and did not appear proprietary.

Vote: RW-Y, TL-Y, AA-Y ,RF-Y , RS-Y , SF-Y , GO-Y , LVH-Y , DM-Y
Results of Vote: Yes-9 , No-0 , Abstain-0 11/17/2015
MOTION APPROVED UNANIMOUSLY

Increase funding for the month of December 2015 to the Kitchen committee
Motion by Chief Thomas Lemp and seconded by David Mohr to increase funding for the month of December 2015 to the Kitchen committee for a value NTE $700. The Kitchen committee presently receives a monthly budget of $300 to provide dinner at the GM meetings. The increase would provide a top of the line dinner, a way of saying thank-you to our members for the hard work they have done this year.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Note: The following motion was an electronic vote
Approval of Fund Drive Insert 2015 3rd Mailing
Dear Board of Directors,
The attached is an insert planned for the final fund drive mailing. Please review the insert and get back to me with a vote to proceed.
Thank you,
Roger
Vote: RW-Y, TL-, AA-Y ,RF-Y , RS-Y , SF-Y , GO-Y , LVH-Y , DM-
Results of Vote: Yes-7 , No- , Abstain- , No Vote recorded- 2, Pass-7-0-0, 11/14/2015
MOTION APPROVED

Disposal of Equipment & Remove from Inventory
Motion by Chief Thomas Lemp and seconded by Seth Fischer to dispose and remove from inventory the following:
Seven (7) Wooden backboards (not used for years). Eight (8) old style O2 bags- damaged not usable. One (1) old style cloth stair chair (old we don't use).Two (2) field stretchers- Wheels broken/ damaged. Two (2) frack pack bags- zipper broken. Two (2) KED's- strap broken, not fixable. Three (3) Old pulse ox readers- broken.
MOTION APPROVED UNANIMOUSLY

Donate of Disposed Equipment
Motion by Chief Thomas Lemp and seconded by Loreley Villamide-Herrera to donate the following to the membership if requested. The Chief and Chief Officer Corps will distribute the requested equipment.

- Quantity of four (4) Pulse ox reader and case w/finger sensor
- Quantity of three (3) Pulse ox reader and case w/o finger sensor
- Quantity of one (1) old style cloth stair chair (old we don't use).
- Quantity of twenty (20) old O2 bags (replaced by new bags- donate to members for personal BLS bags).

MOTION APPROVED UNANIMOUSLY

Upgrade the current Marloc key readers to HID Prox readers and 400 key fobs

Motion by Richard Stone and seconded by David Mohr to Upgrade the current Marloc key readers to HID Prox key fob or card readers and purchase 400 keyfobs as per quote #1296, dated 11/12/2015 from VSS Security Systems, 44 Spruce Street, Selden, NY 11784, our current vendor. 36 PROXII 3x5 reader black thin line gang mount readers total of 36 access points will be converted. HID keyfob 26/32 bit prox hot stamp code: additional 200 keyfobs at $6.50 each for a grand total of 400 keyfobs. Cost of implementation of the whole project $12,100.00
A Certificate of Insurance with HCFAS named as additional insured and proof of workers' compensation coverage must be provided by VSS Security Systems.

HCAD funds

MOTION APPROVED UNANIMOUSLY

Toy Drive Donation Friends of Huntington Station Latin Quarter (HSLQ)

Motion by Robert Franz and seconded by Gregory Orr to participate in the annual 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. The squad will sponsor the family that was involved in the Whitman Village fire on 11/13/15. A listing of "requested" toys/items submitted by Town of Huntington employee Kevin Thorbourne will be added to the box in the ready room for squad members to see. Lehti Laas #938 (631-942-4633 HCFASLehti@yahoo.com) or her designee will be responsible to coordinate that the items are properly collected and given at the HSLQ toy drive to the family. A request that a HCFAS representative be present at the toy drive to meet the family to give the HCFAS collected items will be placed with Operations. The event will take place December 19, 2015 from 1-4 PM at 1399 New York Avenue. Last year, close to 150 families signed up and over 1000 gifts were collected. Over 3 dozen collection boxes were set-up 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: Huntington Manor Fire Department has a Fire Truck outside for the kids to see. A request for a HCFAS vehicle to this event will be made. Also, every effort will be made to take a photo of HCFAS's participation to be posted on the HCFAS Facebook page.

MOTION APPROVED UNANIMOUSLY

TFC Hats, Gloves, & Scarves donation for Festive Cantata

Motion by Seth Fischer and seconded by Gregory Orr to participate in the 2nd annual Festive Cantata by TFC (Think Feel Choose, an organization affiliated with Tri-CYA) allowing a box to be placed in the ready room for a collection of new hats, gloves, and scarves to be distributed at the Festive Cantata, open to all, on December 11th, 2015 from 5-7 PM at the Carmen Ramos Calixto Laas Corner located at New York Ave and Pulaski Road in Huntington Station.
Note: A request for a HCFAS vehicle to this event will be made. Last year 2nd Precinct Police Officers participated in the event. Also, every effort will be made to take a photo of HCFAS's participation to be posted on the HCFAS Facebook page.

MOTION APPROVED UNANIMOUSLY (Note: Chief Thomas Lemp out of the room)

Water Bottle Collection Box

Motion by Loreley Villamide-Herrera and seconded by Richard Stone to allow a box in the ready room for the collection of empty water bottles for the group Blue Star Moms NY6. This group

spoke at the 11/17/15 Huntington Matters meeting that took place at South Huntington Public library. Blue Star Moms NY6 is based in Huntington Station and are volunteers & mothers of service men and women who are serving oversees. The bottles will be redeemed to provide care packages to those military personnel serving oversees. Lehti Laas #938 or her designee will be responsible for the collection of the water bottles to be delivered or picked up by the group. Their phone number is on the box and is 631-394-6267.
MOTION APPROVED UNANIMOUSLY (Note: Chief Thomas Lemp not in the room)

Host the NYS Volunteer Ambulance & Rescue Association District 7 Meeting April 19, 2016
Motion by Robert Franz and seconded by Richard Stone to host the NYS Volunteer Ambulance & Rescue Association District 7 meeting on Tuesday April 19, 2016 or other alternate date. Dinner is to be provided by HCFAS at a cost not to exceed $350.00. Dinner is to be arranged by Delegate Andrea Golinsky and served at 7:30 PM. Further to authorize the use of the administrative area main conference room if the general meeting room cannot be adequately divided and used because of a scheduled CME presentation.
HCAD funds
MOTION APPROVED UNANIMOUSLY

Participation in the Town of Huntington Holiday Parade 2015
Motion by Chief Thomas Lemp and seconded by David Mohr to allow the Chief at his discretion to submit an application for HCFAS to participate in the Town of Huntington Holiday parade on November 28, 2015 from 17:00 – 21:00 hours. Additionally to authorize members to let their family members participate and march with HCFAS. Each member will be responsible for the safety and behavior of their family members.
MOTION APPROVED UNANIMOUSLY

Building of Float or Decorations for the TOH Holiday Parade
Motion by Chief Thomas Lemp and seconded by David Mohr to allow the Chief to spend up to $1,000.00 towards the building/decorating of a float (Candyland theme) to be entered into the Town of Huntington Holiday Parade 2015.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

Note: The following motion was made after the last Executive Session
East Coast Marketing and Media Inc. Engagement Amendment
Motion by Alyssa Axelrod and seconded by Loreley Villamide-Herrera to amend the October 15, 2015 board of directors motion for East Coast Marketing and Media Inc. and increase the estimated media cost for radio, print and mailing from $20,000 to $40,000. All other terms of the motion remain in effect.
HCFAS Funds
Yes: AA, RS, RF, GO, SF, LV, TL Abstain: DM
MOTION APPROVED

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Gregory Orr to accept the following for payment in accordance with the PPP and previous Board of Director motions November 5, 2015 – November 19, 2015:

HCFAS (13) Checks totaling $26,374.35
HCAD (42) Checks totaling $31,862.87
MOTION APPROVED UNANIMOUSLY

Transfers:
11/11/2015 transfer from HCFAS to HCAD in the amount of $31,275.00 Christmas Gift Cards purchase withdrawn from wrong account.

11/18/2015 transfer from HCFAS to HCAD Credit Card Purchase in the amount of $55.90 Bagels from Winery Tour withdrawn from wrong account.

Chief's Report – Thomas Lemp:
- **<u>Officer's Meeting</u>**- The last Officers meeting was held on 11/12/15. The next meeting will be on Wednesday, December 2, 2015.
- **<u>Personnel Report</u>**- Report dated November was approved and amended online by the officers, issued by the 1st deputy and given to the secretary.
- **<u>Status for 2015</u>**- Total calls at the end of October 2015 was 462, with 6-24's making the 24/call rate for the month of October at 1.22%. Total cum calls are 5006 with 82-24's for a 24/call rate of 1.64%. We are averaging 501 calls a month (real calls). At this rate we will be over 6,000 by year end.
- **<u>Building</u>**-
    - Asked captains to make sure all members have their placards. There are still about 50 placards that have not been issued.
    - New commercial washer should be coming in next week. Roger has been taken loads of laundry to the cleaners. Thank you Roger
    - Spoke with the third deputy chief about the heating problem in the building.
    - Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **<u>Vehicle Status</u>**-
    - 2-15-16, 17, 18, 19, 20, 21 are in service.
        - 2-15-19 power stretcher was installed.
        - 2-15-20 Med-pro fixed stretcher.
- **<u>Issues-</u>**
    - **If you can give a few hours, Help is desperately needed or the Friday and Saturday and Sunday overnight. Please see the Friday, Saturday, Sunday day captain's or myself if you can help. As an incentive we will be providing a $25 debit card.**

    - The officers and I spoke about the following issues:
        - Checkouts/ Missing equipment

        - Roster's not posted 48 hours prior to day
        - Putting out Rosters that are the same every week
        - People riding without RTE/CPR
        - Overnight coverage
        - Officers report to the first deputy and chief 24 hours prior to meeting.
        - Captains available on call or in person 24 hours during their day.
- **<u>In Works</u>**
    - A committee under the direction of Martha Brenner was formed to update and establish a probationary program. No Status
    - Todd McIndoo will be sent out a "blast" email to form a committee to look at and update the SOP's.- No Status
    - Keith Rubenstein and Casey Orr completed updating the dispatch training program (They both work in the field of dispatching). New members are required to attend and members who need to refresh please call Keith or Casey to set-up a date. No Status
    - Paramedic Proposal- John Palmieri still waiting for John to set up a meeting with Sayville Ambulance to talk about how their program is working. More details to follow.
- **<u>Medical/Training</u>**
    - All active riding members need a minimum of RTE/CPR. If any of your cards expired, please contact one of the instructors for a challenge test. This is become an issue. Jim will be sending out a "blast" email informing members that if there cards are down they will not be able to finger in.
    - Spinal immobilization protocol- Brian and Mark have been working to get our members. We have about 120 members trained.
    - Nancy Barker a little progress with the American Red Cross to find an instructor to teach our members to become RTE/CPR instructors. We have only three sets of instructors; The Barkers, the Sisinni's and me.
    - QA/QI meeting scheduled for December 16th- Topic Death
    - The O2/first aid bags have been placed on the ambulances. We have also ordered 4 new scoop stretchers.
    - The six (6) new Lucas will be going on the rigs shortly.
- **<u>Hospital Meeting</u>**
    - Nurses need to put on wrist bands for patient's arriving in hospital.
    - Huntington Hospital will be getting Life Net. This means that we can transfer out 12 leads, stroke alerts and provide early alerts like burns, trauma etc.… to the hospital directly. Scott from Physio will be calling to set up a meeting. The Hospital is trying to get on line within 6 weeks.
- **<u>Misc.</u>**
    - Fall Festival- A total of 54 members, 22 post members and 28 members for outside agencies made the fair a success. A donation of $5000 was presented to HCFAS.
    - A new committee was formed under Gail Glister, Sue Manning and Clare Tesoriero, called exit interview and retrieval of gear.
    - Liz Wuestman has taken over the BLS committee. Liz Mohr has done it for years, but needs to step down due to work issues.

- **<u>Reward motion</u>**-
  - The following members were nominated for outstanding member for the month of October:
    - Monday- Andrew Taylor- does multiple shifts over a week and gust received his EMT card. He is ACLing and driving training.
    - Wednesday- Kevin Schwartz- A new First-Aider who is egger to learn and goes over and above.
    - Thursday- Fiona Witkowski- does multiple shifts, QA/QI committee, grievance committee, and always willing to help out.
    - Friday- Venel Gremadeau- Venel usually stays for the overnight to help out and has been doing a great job dispatch training the new members.
    - Saturday- Lauren Aviles- New EMT currently ACLing. Her second call was a cardiac arrest that was a save. She always comes in on the overnight.
- **<u>Meetings-</u>**
  - ~~November 5th- BOD~~
  - ~~November 9th- GM~~
  - ~~November 12th- Officers~~
  - November 19th- BOD
  - November 30th- Chief's council- Greenlawn FD
- **<u>Standbys</u>**-
  - ~~November 4th- Huntington Manor FD Yaphank~~
  - November 26th- Town-wide Thanksgiving Run
  - November 30th- Huntington Manor FD Yaphank
- **<u>Parade-</u>**
  - November 28th- Huntington Holiday Parade- 6pm Theme candy land

Status Changes:

Number	Last	First	Day	Shift	To	From	Effective
1460	Donegan	Kathryn	Sun	2300	Disp	Dis/T	11/05/2015
1455	Aviles	Maria	Sun	1500	Disp	Dis/T	11/24/2015
1457	Connolly	William	Fri	2300	Disp	Dis/T	11/11/2015

Shift Changes

Number	Last	First	To	Shift	From	Shift	Effective	Comments
1365	Stanton	Patrick	Wed	1500	Wed	2300	10/14/2015	Job Hr. Change

Secretary's Report –Robert Franz:

New Members:

Motion by Robert Franz and seconded by Seth Fischer to accept Steve Marji as a new probationary member #1473, Shift: Sunday 2300 in accordance with Article III, Section 2 of the By-Laws.

MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	**Day**	**Membership #**	**Type**	**Dates**
Flaherty, Stephanie	Thursday	1432	Educational	9/24/15 – 3/24/16
Harvey, Dillon	Sunday	1254	Operational	11/15/15 – 2/15/16
Kelly, Daniel	Monday	1096	Extended Medical	10/22/15 – 1/22/16
Lenio, Christian	Sunday	1437	Educational	11/4/15 – 12/20/15
Lupo, James	Wednesday	959	Medical	9/30/15 – 12/23/15
Rahimi, Zebulnnessa	Sunday	1189	Operational	9/13/15 – 12/13/15
Salzone, Meaghan	Tuesday	1244	Medical	11/17/15 – 1/25/16

MOTION APPROVED UNANIMOUSLY

Probation Ending:

Motion by Chief Thomas Lemp and seconded by Robert Franz to grant active membership in accordance with Article III, Section 2 of the By-Laws to Michael Capotosto, member #1447, eligible 10/2/15, effective 11/19/15.

MOTION APPROVED UNANIMOUSLY

Motion by Chief Thomas Lemp and seconded by Robert Franz to grant active membership in accordance with Article III, Section 2 of the By-Laws to William McGlone, member #1451, eligible 9/27/15, effective 11/19/15.

MOTION APPROVED UNANIMOUSLY

Motion by Chief Thomas Lemp and seconded by Robert Franz to grant active membership in accordance with Article III, Section 2 of the By-Laws to Henry Waldron, member #1446, eligible 9/7/15, effective 11/19/15.

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note/From
Crane, John (probationary)	Tues	1453	11/17/15	Medical to Full Riding
McGlone, William (prob)	Sun	1451	11/2/15	Operational
Miller, Chelsea	Sat	1321	9/12/15	Educational
Palmieri, John	Tues	499	9/13/15	Operational
Rahimi, Zebulnnessa	Sun	1189	9/6/15	Operational
Salzone, Meaghan	Tues	1244	11/17/15	Operational
Schwartz, Kristin	Fri	1369	9/18/15	Operational
Valentin, Maria	Wed	1355	8/26/15	Educational
Winter, Mary	Tues	485	10/26/15	Medical Admin

Suffolk REMSCO Meeting – November 10, 2015

There were no handouts for this meeting.

Life Saver Awards: Bridgehampton, Southampton & Easthampton coordinated response for one patient and Riverhead VAC.

Zoll Data Systems via conference call made a presentation of their cloud based tablet ePCR platform. It is NEMSIS 3 compliant and has more drill or drop down menu items.

Education and Training committee postponed their anticipated Best Practices Conference to the spring of 2016 (April) (Dr. Gregory Pigott).

Approved SCPD as a course sponsor at the BLS level.

Jay Gardiner will be retiring from the council on December 31, 2015. Applications from other organizations are being requested to fill vacancy(s).

Survey on CO Monitoring / Responder Safety Initiative was distributed to all providers. To date 100 responses from 56 departments were received. A chief operational officer was requested to respond to the survey. Most were in favor of best practice recommendation. Ten agencies indicated no policy.

The purchase of award pins for 35 years EMT longevity was approved. Presentations planned at REMSCO meeting throughout the year (Open to volunteers and paid providers).

Legislation - NYS Board of Regents approved CPR instruction in high schools by graduation.

Bill requiring seat belts to be worn by VFF & VAW passed both NYS Assembly & Senate and will be given to the Governor shortly (Delivered to the Governor on 11/10/15).

REMAC – REMSCO By-laws committee will be activated to look at changes to physicians' membership.

NYS DOH EMS Bureau 2015 Awards: Deadline for submission to Suffolk REMSCO will be January or early February 2016 since NYS deadline is May 1st and regional selection must be completed at the March 8, 2016 meeting.

AHA changes – NYS protocol will probably be completed by March 2016.

EPI pen exchange program (pilot in Monroe and Albany counties) - cost is $75 Kit via Bound Tree. Suffolk participation requires REMAC approval. These are non- auto injector kits.

Cyanide kits – Bob DeLagi's memo re: 100 kits available via grant. There were 25 interested responses so far. (Perhaps this could be used for replacement of expired kits).

Mike Jacoby from Laerdal Medical updated REMSCO on the two one day workshops focusing on Pit Crew CPR concepts of high quality resuscitation. Contact Mike or Joel Vetter if interested.

REMSCO 2016 elected officers: Joel Vetter (Chair); Philip Cammann (Vice Chair) and Mark Zender (Secretary/Treasurer).

Approved for 2016 REMSCO's: bank – Chase; publication – Newsday; and legal counsel – Tim Glynn.

REMSCO meeting schedule for 2016 are: 1/12; 3/8; 5/10; 7/17; 8/13; 11/8 at SCEMS in Yaphank.

Legislation:

- A7315 (Thiele) / S.4187A (Flanagan): This legislation requires the use of seatbelts by volunteer firefighters and ambulance workers. The single largest cause of Volunteer Firefighter and EMS responder death is vehicle accidents to and from an incident scene. The largest contributor to those deaths is failure to wear seat belts, Volunteers would like the current exemption removed from the law making New York law consistent with the training and operational procedures currently in place to promote seat belt use. ***This bill has passed both houses and was delivered to the Governor on November 10,2015 for final action***.

FASNY Legislative Conference – Albany, NY – Sunday, 11/8/15

I attended the last day of FASNY's legislative conference in Albany, NY. Copies of FASNY's 2016 legislative agenda were distributed.

NSLIJ SkyHealth – As per a 11/12 newspaper article NSLIJ has partnered with Atlanta based GoHealth Urgent Care to operate Urgent Care facilities on Long Island – there are 5 centers in Suffolk County.

NYSVA&RA –

Pulse Check 2016 Educational Conference will be from 9/29/16 to 10/2/16 at the Marriott on Wolf Road in Albany and registration rates will probably be the same as 2015 except there may be an increase in the 6 for 5 rate.

The next board meetings are scheduled for Saturday 2/13/16 and Sunday 5/1/16. Legislative Day is scheduled for Monday 5/2/16.

District 7 meeting 11/17/15 primarily discussed the REMSCO 11/10/15 meeting. The next District 7 meeting is scheduled for January 19, 2016 at Community Ambulance of Sayville. HCFAS has been requested to host the April 19, 2016 meeting.

President's Report – Roger Winter:

<u>Committee List for 2015</u> – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

<u>ID Badge System</u> –The process of making the 2016 ID cards is in progress.

<u>Fund Drive</u> –Donations as of 11/18/2015 – 1874 contributors processed $70,271.44

<u>MC Alliance project</u>: A review the need for this service will be conducted.

<u>Explorer Post 215</u> :

Officers and Positions for Post 215 Members for 2015-2016

Chief- Danielle. Raynor
Chief 1st- Casey O'Riordan
Chief 2nd- Julio Pacas
Treasurer- Alivia (Ali) Barton
Secretary- Sofia. Suarez

The post is expecting to have a drill team this year, Drill Team (candidates 4-5 people or more) Ambulance Checklist (every meeting to have review of equipment) Events planned Pasta Dinner (David Mohr). Plush land Sale (EMT, Firefighter and Police) Candy Sale (Box-varies candy) Dress Code (Every event, meeting and parade) plus ID on every time you are at any function. Sweat Shirts (Hoodie) Holiday Parade (November 28,2015 at 6pm. Food for the meeting (suggest for meetings). -Bagels, Pancake, Egg Sandwich, Bacon, Hot Chocolate, Water, Half/ Half Ice Tea Lemon Next Meeting will be held on December 12, 2015 @ 10am-12pm.Tentative Dates:
December 12, 19 or 20 holiday party for the post 215 members, meetings and events.

-Washing machine will be delivered and installed on Monday 11/23/2015

Motion by Richard Stone and seconded by Gregory Orr to extend the meeting by 15 minutes.
Yes: RS, RF, AA, GO, DM, LV Abstain: TL, SF
MOTION APPROVED

Director Orr Report:
1. The wine tour had 28 people 5 people could not come; the total cost was $1450.00. First glass wine tour took 100.00 off because the bus broke down at the last winery, the bus company would not refund anything bringing the cost to $1350.00

2. The Halloween party had about 42 people show up most in costume a good time was had. The cost included decorations, beer, wine, food, D J and desert, the total was 1,028.84. I'm sorry there is another bill for balloons that Mary Sisinni has turned in.

3. August gift cards for Friday and Saturday overnight totaled 27 cards. there was a total of 32 different people of those 17 got gift cards. There were 2 24s on sat.8/15

4. September gift cards totaled 33 for the Friday and Saturday overnight .There were a total of 58 different people of those 18 different people got gift cards. There were 2 24s on Friday and 3 24s on sat.

Old Business:
- **Drug Policy-** up for review, Seth Fischer
- **Uniform Code –** I have spoken to the chairperson and asked her to complete a document so we can review it and edit if necessary.
- **Paramedic Proposal –** John Palmieri is writing a report

New Business: None

Motion by Alyssa Axelrod and seconded by Robert Franz to enter into Executive Session at 2210 hours.
MOTION APPROVED UNANIMOUSLY

Executive Session ended at 2227 hours.

Motion by Richard Stone and seconded by Seth Fischer to adjourn the meeting at 2230 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 16, 2015

Amended and approved: December 17, 2015
MOTION APPROVED UNANIMOUSLY

Huntington Community First Aid Squad
2015 Board of Directors Special Meeting
DATE: November 23, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Meeting Notification: A timely special meeting notification had been given to all the Directors by President Winter / Secretary Franz.

Guests: Roy Breitenbach (Garfunkel Wild, PC), Fred Towle (East Coast Marketing and Media, Inc.)., Jacqueline Fink (Glynn Mercep and Purcell, LLP and member Thomas Hogan, Esq.

Meeting called to order at: 19:11 hours

A round table introduction was made of attendees.

Motion by Alyssa Axelrod and seconded by Seth Fischer to enter into Executive Session at 1912 hours.
MOTION APPROVED Unanimously

Thomas Hogan joined the executive session at 1916 hours.

Executive Session ended at 1927 hours.

Motion by David Mohr and seconded by Thomas Lemp to Thomas Hogan, Esq. as additional counsel for the 2016 TOH Huntington Community Ambulance District budget and contract negotiations for a fee of one dollar.
MOTION APPROVED UNANIMOUSLY

Motion by David Mohr and seconded by Thomas Lemp to enter into Executive Session at 1929 hours.
MOTION APPROVED UNANIMOUSLY

Executive Session ended at 2054 hours.

The next special board of directors meeting is tentatively set for 1900 hours on Monday 11/30/15 and Wednesday December 2, 2015.

Motion by Richard Stone and seconded by Thomas Lemp to adjourn the meeting at 2055 hours.
MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: December 23, 2015

Amended and approved: January 7, 2016

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: December 3, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**1902 hours**

Guests: Tyler Gibbs, Christopher Fischer, Dominic Heavey, Philip Schmidt, Ann Donegan, Casey Stone, Andrew Taylor, Tim Ebert and Lehti Laas

Meeting called to order at: 19:08 hours

Motion by David Mohr and seconded by Seth Fischer to enter into Executive Session primarily for the Life Membership Committee Chairperson Tim Ebert's presentation of Life Membership Committee Report.
MOTION APPROVED UNANIMOUSLY

Tim Ebert left the Executive Session at 1935 hours.

Squad attorney Timothy Glynn of Glynn Mercep and Purcell, LLP. joined the executive session at 1940 hours.

Out of Executive Session at 1949 hours.

For disposition of new members see the Secretary's Report.

Motion by Richard Stone and seconded by Chief Thomas Lemp to enter into Executive Session to conduct a hearing at 2010 hours.
MOTION APPROVED UNANIMOUSLY

Hearing: Tyler Gibbs v. Captain Ann Donegan, Ex. Captain Casey Stone
Present for hearing:
  HCFAS attorney Timothy Glynn
  Accused: Captain Ann Donegan & Ex. Captain Casey Stone
  Accuser: Tyler Gibbs

2040 hours President Roger Winter and Treasurer Stone voluntarily left the executive session due to possibility of conflict of interest.

Executive Session ended at 2058 hours.

Motion by David Mohr and seconded by Chief Thomas Lemp that after a hearing the charges against Casey Stone are sustained and no additional corrective action is warranted.
MOTION APPROVED UNANIMOUSLY (Note: Roger Winter and Richard Stone were out of the room)

Motion by Richard Stone and seconded by Chief Thomas Lemp to enter into Executive Session at 2101 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 2109 hours.

Motion by Robert Franz and seconded by Chief Thomas Lemp that after a hearing the charges against Captain Ann Donegan are not sustained.
MOTION APPROVED UNANIMOUSLY (Note: Roger Winter was not in the room)

Proposals-
20 Year Exempt Status to Gilda (Jill) Decker, #908
20 Year Exempt Status to Eric Schmierer #909
Town of Huntington Budget for HCAD 2016
General Meeting Room Use Request Saturday 04/30/16 – Angelina Kalodukas #1090
New York State Insurance Fund Volunteer Ambulance Worker's Benefit Law 2016
General Meeting Room Use Request Saturday 01/16/16 – Thomas Romano #939
Crew of the Month Award
EMT- B Original Class to be conducted at HCFAS 1/1/16-5/31/16
ECMarketing Services Rendered

20 Year Exempt Status
Motion by Robert Franz and seconded by David Mohr grant 20 year exempt status to Gilda (Jill) Decker, #908, 1/16/1995.
MOTION APPROVED UNANIMOUSLY

20 Year Exempt Status
Motion by Robert Franz and seconded by David Mohr grant 20 year exempt status to Eric Schmierer, #909, 1/16/1995.
MOTION APPROVED UNANIMOUSLY

Town of Huntington Budget for HCAD 2016

Motion by Robert Franz and seconded by David Mohr to accept the Town of Huntington’s HCAD 2016 adopted budget for our services as approved by the Town Board in the amount of $1,585,003.

HCAD funds

MOTION APPROVED UNANIMOUSLY

General Meeting Room Use Request Saturday 04/30/16 – Angelina Kalodukas #1090

Motion by Robert Franz and seconded by David Mohr to approve Angelina Kalodukas #1090 the use of the General Membership Meeting Room for her niece/god daughter’s Communion Reception on Saturday April 30, 2016 from 5PM to 9PM. Set-up time will be on Friday evening 4/29/16 from 7PM to 10PM and cleanup will be after the event on Saturday until 11:00PM. A Security deposit has been received. The calendar has no events scheduled for this date and times. Alcohol will not be served and food service will be by the member. There will be a DJ and a certificate of liability must be received from the DJ with HCFAS as additional insured. All other insurance requirements are being waived for this event. The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room. EMT Instructor Brian Canty will be consulted about the set-up.

Note: Under the rules for general meeting room use Item 9, the board can request the member to obtain and pay for an umbrella policy covering the event.

MOTION APPROVED UNANIMOUSLY

New York State Insurance Fund Volunteer Ambulance Worker’s Benefit Law 2016

Motion by Robert Franz seconded by Richard Stone 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 $ 61,000 for the 2016 calendar year. NYSIF is the sole provider of VAWBL insurance for volunteer ambulance squads in NYS.

HCAD funds

MOTION APPROVED UNANIMOUSLY

General Meeting Room Use Request Saturday 01/16/16 – Thomas Romano #939

Motion by Robert Franz and seconded by David Mohr to approve Thomas Romano #939 the use of the General Membership Meeting Room for his daughter’s Birthday Party on Saturday January 16, 2016 from 1PM to 5PM. Set-up time will be on Friday evening 1/15/16 from 7PM to 10PM and cleanup will be after the event on Saturday until 7:00PM. A Security deposit has been received. The calendar has no events scheduled for this date and times. Alcohol will not be served and food service will be by the member. There will be a DJ and a certificate of liability will be received from the DJ with HCFAS as additional insured. All other insurance requirements are being waived for this event. The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room.

Note: Under the rules for general meeting room use Item 9, the board can request the member to obtain and pay for an umbrella policy covering the event.

MOTION APPROVED UNANIMOUSLY

Crew of the Month Award
Motion by Chief Tom Lemp and seconded by Seth Fischer to honor a crew for outstanding service to HCFAS each month of the year. The award would be a $100.00 gift card to be spent on a meal or event of the crews choosing. The award will be determined by a consensus of the HCFAS Officer Corps and presented at the monthly General Membership Meeting. Pictures and a description of the service will be published in the PULSE for that month.
HCFAS funds
MOTION APPROVED UNANIMOUSLY

EMT- B Original Class to be conducted at HCFAS 1/1/16-5/31/16
Motion by Robert Franz and seconded by Chief Thomas Lemp to grant the Suffolk County, Division of Emergency Medical Services permission to conduct an original EMT-B Original course at the Huntington Community First Aid Squad. The lead instructors will be Brian Canty and Keith Laidman. The class would be conducted on some Monday evenings 7PM – 10 PM, Saturdays from 9:00 AM -3:30 PM and Sundays from 9:00 - 3:30 PM. The period of time necessary to conduct the class will be as follows: Start date January 1, 2016 through May 31, 2016.
Light refreshments will be provided by HCFAS.
HCFAS funds
MOTION APPROVED UNANIMOUSLY (Note: DM did not vote)

Note: The following motion was made during the Treasurer's Report
East Coast Marketing and Media Inc. Services Rendered
Motion by David Mohr and seconded by Richard Stone to suspend future payments to East Coast Marketing and Media Inc. until documentation is received as requested by the Treasurer within 10 days from the vendor for payments received otherwise notice of termination will be given in accordance with the agreement.
MOTION APPROVED UNANIMOUSLY (Note: RW and TL not present for the for the vote)

Treasurer's Report – Richard Stone:
Motion by Richard Stone and seconded by Greg Orr to accept the following for payment in accordance with the PPs and previous Board of Directors' motions November 19, 2015 – December 3, 2015

HCAD (32) Checks Totaling $130,139.01
HCFAS (4) Checks Totaling $5,290.73
MOTION APPROVED UNANIMOUSLY

Transfers: None

Chief's Report – Thomas Lemp:

- **Officer's Meeting**- The last Officers meeting was held on 12/02/15. The next meeting will be on Wednesday, December 16, 2015.
- **Personnel Report**- Report dated December 2, 2015 was approved by the officers, issued by the 1st deputy and given to the secretary.
- **Status for 2015**- Total calls at the end of November 2015 was 489, with 5-24's making the 24/call rate for the month of November at 1.02%. Total cum calls are 5494 with 87-24's for a 24/call rate of 1.58%. We are averaging 499 calls a month (real calls). At this rate we will be over 5993 by year end.
- **Building**-
  - Paint spill in south 5. We will be taking apart the float this Sunday. Once completed will take care of paint issue.
  - New commercial washer has been installed and now working.
  - Please let 2-15-33 know of the problem- if you called the vendor please let him know as well to avoid double calls.
- **Vehicle Status**-
  - 2-15-16, 17, 18, 19, 20 are in service.
    - 2-15-18 went to Forest Ave care for alignment and is back in service.
  - 2-15-21 Panel started smoking. Called ACE stated Proliner problem
- **Issues-**
  - **If you can give a few hours, Help is desperately needed or the Friday Saturday and Sunday overnight. Please see the Friday, Saturday, Sunday day captain's or myself if you can help. As an incentive we will be providing a $25 debit card.**

  - The officers and I continue to work on the following issues:
    - Checkouts/ Missing equipment
    - Roster's not posted 48 hours prior to day
    - Putting out Rosters that are the same every week
    - People riding without RTE/CPR
    - Overnight coverage
    - Officers report to the first deputy and chief 24 hours prior to meeting.
    - Captains available on call or in person 24 hours during their day.
- **In Works**

  - A committee under the direction of Martha Brenner was formed to update and establish a probationary program. No Status
  - Todd McIndoo will be sent out a "blast" email to form a committee to look at and update the SOP's.- No Status
  - Keith Rubenstein and Casey Orr completed updating the dispatch training program (They both work in the field of dispatching). New members are required to attend and members who need to refresh please call Keith or Casey to set-up a date. No Status
  - Paramedic Proposal- John Palmieri still waiting for John to set up a meeting with Sayville Ambulance to talk about how their program is working. More details to follow.
- **Medical/Training**-

- All active riding members need a minimum of RTE/CPR. If any of your cards expired, please contact one of the instructors for a challenge test. This is become an issue. Jim will be sending out a "blast" email informing members that if there cards are down they will not be able to finger in.
- Spinal immobilization protocol- We have about 52% complete. Jim will be sending out a blast to get our members trained.
- Nancy Barker a little progress with the American Red Cross to find an instructor to teach our members to become RTE/CPR instructors. We have only three sets of instructors; The Barkers, the Sisinni's and me.
- QA/QI meeting scheduled for December 16th- Topic Death

- **Misc.**
  - A new committee was formed under Gail Glister, Sue Manning and Clare Tesoriero, called exit interview and retrieval of gear.
  - Liz Wuestman has taken over the BLS committee. Liz Mohr has done it for years, but needs to step down due to work issues.
- **Reward motion**-
  - The following members were nominated for outstanding member for the month of November:
    - Monday- Kelly Murphy
    - Tuesday- Nathaniel Watts
    - Wednesday- Tiffany White
    - Thursday- Liz Beach
    - Friday- Melissa Anastos
- **Meetings-**
  - December 2nd- Officers
  - December 3rd- BOD
  - December 6th- Chief's council dinner
  - December 12th- Children Holiday Party
  - December 14th- GM
  - December 17th- BOD
  - December 19th- Adult Holiday party
- **Standbys**-
  - December 11th- PR donation
  - December 19th- PR donation

Status Changes:

Number	Last	First	Day	Shift	To	From	Effective
1338	Taylor	Andrew	Mon	2300	Driver	D/T	12/02/2015

Shift Changes:

Number	Last	First	To	Shift	From	Shift	Effective	Comments
757	Canty	Brian	Tues	1900	Tues	2300	12/08/2015	Work/ALS need on 1900

Overdue Return To Duty:

Number	Last	First	Day	Shift	RTD Date	Type

1362	Baldwin	Candace	Wed	1500	12/01/2015	OLOA

Letter Of Intent:

Number	Last	First	Day	Shift	Date	Comments
873	Kraese	Mary Beth	Thur	1100	12/03/2015	Removed from Thur on Oct 1, 2015

Secretary's Report –Robert Franz:
New Members:
Motion by David Mohr and seconded by Loreley Villamide Herrera to untable Sean Quinn's membership application.
MOTION APPROVED UNANIMOUSLY

Motion by Seth Fischer and seconded by Gregory Orr to accept Sean Quinn as an Administrative member.

Motion by Alyssa Axelrod and seconded by Chief Thomas Lemp to have a ballot vote.
Yes: RF, AA, SF, LV, GO, TL No: RS, DM
MOTION APPROVED

On the original motion via ballot:
Yes: 4 No: 5
MOTION NOT APPROVED

Motion by Robert Franz and seconded by David Mohr to destroy the ballots.
MOTION APPROVED UNANIMOUSLY

Probation Ending:
Motion by Robert Franz and seconded by Chief Thomas Lemp to grant active membership in accordance with Article III, Section 2 of the By-Laws to John Crane, member #1453, eligible 12/3/15, effective 12/3/15.
MOTION APPROVED UNANIMOUSLY

Motion by Chief Thomas Lemp and seconded by David Mohr to grant active membership in accordance with Article III, Section 2 of the By-Laws to Lorraine Healy, member #1452, eligible 11/30/15, effective 12/3/15.
Yes: RS, AA, DM, SF, LV, TL, GO Abstain: RF
MOTION APPROVED

Return to Duty:

Name	Day	Membership #	RTD Date	Note/From
Monica Mulchandani	Sunday	1162	11/15/15	Operational

Motion by Robert Franz and seconded by David Mohr to grant the following Status Change: Operational to Inactive Life membership for Sally Staszak, member #397, effective 12/3/15.
MOTION APPROVED UNANIMOUSLY

Motion by Robert Franz and seconded by David Mohr to grant the following Status Change: Dispatch only to Administrative membership for Kathi Bonessi, member #936, effective 12/3/15.
MOTION APPROVED UNANIMOUSLY

Legislation

- A7315 (Thiele) / S.4187A (Flanagan): This legislation requires the use of seatbelts by volunteer firefighters and ambulance workers. The single largest cause of Volunteer Firefighter and EMS responder death is vehicle accidents to and from an incident scene. The largest contributor to those deaths is failure to wear seat belts. ***This bill was signed into Law by Governor Cuomo and on November 20, 2015 and goes into effect the 1st of November next succeeding the date on which it shall have become a Law.*** There is an exemption for EMS personnel providing direct patient care in the rear compartment of an ambulance. ***See NYSDOH EMS Policy Statement 12-04 Advisory on Patient Care in a Moving Ambulance.***

Personnel

– Three members incurred a facial spray of vomit from a patient and were treated at Huntington Hospital. The exposure control committee filed a Ryan White request with Huntington Hospital. This is being treated as a first aid claim and the hospital has been notified to bill HCFAS.

Insurance

VFIS's claims management was unable to recover in arbitration our deductible from a MVA that occurred on January 11, 2015.

HCFAS Annual Election – A draft ballot has been received from the SCBOE and emailed to Fort Orange Press for printing. This submittal had to be done twice since one candidate did not inform me as to their declination until the late evening after the paperwork was already submitted that morning. A candidate for the Board and a candidate for Third Deputy Chief declined their nominations. A candidate for Captain did not meeting the qualification for the office. All qualification letters have been mailed to all the remaining candidates. The voting machine has been ordered and should be delivered on December 11, 2015.

SC Recruitment Committee

The 2015/2016 SERVES Administrative Guide was approved by the SC Legislature and is posted on the bulletin board along with the 12/1/15 FRES Commissioner William's memo regarding the program. The committee will be meeting at SC FRES in Yaphank on 12/16/15 at 6PM. Changes in the SERVES program follow.

Retention

• A re-engineered Suffolk Educational program for Retention in the Voluntary Emergency Services (SERVES). Elements of the new program include:

- The program is now a reimbursement program with award payment made directly to the student-volunteer at the completion of each semester.
- SERVES now provides student-volunteers who attend any NYS DOE college or university located within Suffolk County with a reimbursement based upon tuition costs at Suffolk County Community College- i.e. as of November 2015 the maximum payment for a 12 plus credit schedule (full-time status) with all grades exceeding a B plus would be $2,300.
- The student-volunteer will receive reimbursement based upon a sliding scale related to their GPA.
- The program increases the number of credits supported by the program; full or part time; covering a Bachelor's Degree or up to 120 credits.
- For more information about SERVES go to www.suffolksbravest.com/pdf/currentSERVESguide.pdf .

• This is NOT an educational program; it is a retention program designed to help keep Members in the Volunteer Fire & EMS Service.

President's Report – Roger Winter:

- I met with Supervisor Petrone on Tuesday, December 1, 2015, and the result of that meeting was that we cannot move forward with our contract until we resolve the issues that are with our 2012-2013, 990's. I have asked again today, Thursday to give me the complete explanation of what they consider the problem.
- We will not have a contract with the Town and HCAD if we do not resolve the issue with the 990's
- The supervisor and his executive secretary Pat are firm that the contract is a duplicate of the Commack Volunteer Ambulance Corps contract.
- Another point is that he wants third party billing. That is an involved process that has not been fully discussed.
- Paid personnel never came up as point of discussion.

- **Committee List for 2015** – Alyssa Axelrod has completed this list. As always it is an ongoing project subject to revisions.

- **ID Badge System** –The process of making the 2016 ID cards is in progress.

- **Fund Drive** –Donations as of 12/3/2015 – 1886 contributors processed $71,171.44. the final Fund Drive mailing is being processed with the insert and will be going out.

- **MC Alliance project:** A review the need for this service will be conducted.

- **Explorer Post 215** :

I have sent a congratulatory letter to the following Officers of Post 215 for 2015-2016; Chief- Danielle. Raynor, Chief 1st- Casey O'Riordan, Chief 2nd- Julio Pacas, Treasurer- Alivia (Ali) Barton, Secretary- Sofia. Suarez.

Old Business:

- **Drug Policy-** up for review, Seth Fischer
- **Uniform Code –** I have spoken to the chairperson and asked her to complete a document so we can review it and edit if necessary.
- **Paramedic Proposal –** If a proposal is submitted for service, a policy and order of business must be established.

New Business: None

Motion by Richard Stone and seconded by Gregory Orr to extend the meeting.
Yes: RF, RS, AA, GO No: TL, DM, LV, SF
MOTION NOT APPROVED

Motion by Alyssa Axelrod and seconded by David Mohr to adjourn the meeting at 2207 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 3, 2016

Amended and approved: January 7, 2016
MOTION APPROVED

Huntington Community First Aid Squad
2015 Board of Directors Special Meeting
DATE: December 11, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**ABSENT**
David Mohr (DM)	**ABSENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**PRESENT**

Meeting Notification: A timely special meeting notification had been given to all the Directors by President Winter / Secretary Franz.

Guests: Keith Tamayo, New Vehicle Committee Chairperson, Jeffrey Brenner, Andrew Campagnola, Matthew Valle and 2nd Deputy Chief James Mallilo.

Meeting called to order at: 19:00 hours

New Vehicle Chairperson Keith Tamayo and Vice President Alyssa Axelrod informed the Board that in accordance President Roger Winter's direction, the two bids that were received on Friday 12/3/15 were opened by Keith, Alyssa and Keith Davis on Saturday 12/5/15 at approximately 3PM. Other NVC committee members joined the opening: Tyler Gibbs, Andrew Campagnola and Jeffrey Brenner. Bids were received from VCI Emergency Vehicle Specialists -HORTON $226,542 base price and Specialty Vehicles AEV $235,510 base price.

Bids were solicited via an ad in the Long Islander newspaper on 10/29/15. Bid packages were also mailed to Specialty Vehicles (AEV), VCI Emergency Vehicle Specialists (Horton/Medix/Leader), Road Rescue (Proliner/Wheeled Coach/Demers), Nassau Fire Apparatus (Braun/Marque/McCoy Miller) and Hendrickson (PL Custom). All companies that requested a bid package were provided a package with no exceptions.

NVC Chairperson Keith Tamayo reviewed his previously distributed emailed comparative analysis of the two bids with the Board and answered all questions.

Motion by Thomas Lemp and seconded by Richard Stone to accept the New Vehicle Committee (NVC) Chairperson Keith Tamayo's recommendation to accept the low bid from VCI Emergency Vehicle Specialists (920 Lincoln Avenue, Suite 13, Holbrook, NY 11741) and authorize and approve the purchase of a 2016 HORTON MODEL 623 Custom Type-1 on a 2016 Ford F-550 4x4 Super Duty chassis, equipped as per specifications and all NVC recommended options for a total purchase price not to exceed $243,000 (bid quote $241,634) less $22,500 trade in of a 2008 Ford Road Rescue ambulance VIN #1FDXE45P68DB55651 (Unit 2-15-16). In accordance with the bid quote, the purchase agreement will include multi-year options for future ambulance purchases with predetermined price increases.

HCAD funds.

MOTION APPROVED UNANIMOUSLY

Motion by Thomas Lemp and seconded by Richard Stone to adjourn the meeting at 1954 hours.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Robert Franz

Robert Franz
Secretary

Draft sent to Board members: December 23, 2015

Amended and approved: January 7, 2016

Huntington Community First Aid Squad
2015 Board of Directors Meeting
DATE: December 17, 2015

Members:

President Roger Winter (RW)	**PRESENT**
Vice President Alyssa Axelrod (AA)	**PRESENT**
Secretary Robert Franz (RF)	**PRESENT**
Treasurer Richard Stone (RS)	**PRESENT**
Seth Fischer (SF)	**PRESENT**
David Mohr (DM)	**PRESENT**
Gregory Orr (GO)	**PRESENT**
Loreley Villamide-Herrera (LV)	**PRESENT**
Chief Thomas Lemp (TL)	**2000 hours**

Guests: Dominic Heavy, John Palmieri, Brian Canty, Roy W. Breitenbach, Esq., and Lehti Laas

Meeting called to order at: 19:00 hours

For disposition of new members see the Secretary's Report.

Motion by Robert Franz and seconded by Richard Stone to approve the minutes of November 19, 2015 as amended.
MOTION APPROVED UNANIMOUSLY

Proposals-
General Meeting Room Use Request Saturday 01/09/16 – Meaghan Salzone #1244
Nine 3G modems with Data plan for our new Lifepak 15 monitors
Remove from Inventory and sell one Traulsen R&A Series Refrigerator/Freezer
Grant Roy W. Breitenbach the Independent Audit financials for 2012, 2013, 2014
Authorize Roy W. Breitenbach to be the point of contact with Attorney General & TOH
Life Membership
Amend Convert the 6 in 1 parka jackets that were issued in 2012/2013
Frank Guariglia #1115 General Meeting Room Use Request
Letter to TOH on reconfiguration of Railroad Street

General Meeting Room Use Request Saturday 01/09/16 – Meaghan Salzone #1244
Motion by Robert Franz and seconded by Gregory Orr to approve Meaghan Salzone #1244 the use of the General Membership Meeting Room for her son's Christening Party on Saturday January 9, 2016 from 2PM to 8PM. Set-up time will be on Friday evening 1/08/16 from 6PM to 8PM and cleanup will be after the event on Saturday until 10:00PM.
A Security deposit has been received. The calendar has no events scheduled for this date and times. Alcohol will not be served and food service will be by the member. There will be a DJ and

a certificate of liability will be received from the DJ with HCFAS as additional insured. All other insurance requirements are being waived for this event. The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room. Note: Under the rules for general meeting room use Item 9, the board can request the member to obtain and pay for an umbrella policy covering the event.

MOTION APPROVED UNANIMOUSLY

Nine 3G modems with Data plan for our new Lifepak 15 monitors

Motion made by Chief Thomas Lemp and seconded by Seth Fischer to purchase nine 3G modems with Data plan for our new Lifepak 15 monitors, cost not to exceed $11,318.40. These modems were not included with the new Lifepak 15 purchase is because Physio is offering a 40% discount for the conversion to the 3G modems which represents a $460 savings per unit. Upgrade to the 3G is required before 2/14/16 because the 2G service will cease to function after that date.

Please see the attached quote for the 3 G modems from Physio Control dated 11/5/2015, quote number 00016006, by Sandra Franco Sales Consultant

HCAD funds

MOTION APPROVED UNANIMOUSLY

Remove from Inventory and sell one Traulsen R&A Series Refrigerator/Freezer

Motion by Gregory Orr and seconded by Richard Stone to dispose and remove from inventory one, 2006, Traulsen R&A Commercial Series Refrigerator/Freezer, model # RDT226WUt-FHS. Every effort will be made to sell this unit. Richard Stone and the Third Deputy Chief will oversee this selling or disposal of the unit.

HCFAS funds

Yes: RS, DM, GO, SF, AA, LV, TL Abstain: RF

MOTION APPROVED

Recess:

President Winter recessed the meeting at 1920 hours for the 2016 Executive Board Elections. 2015 President Winter acted as an impartial Chair of the meeting.

Then meeting was called back into order by President Winter at 1930 hours

Motion by David Mohr and seconded by Richard Stone to enter into Executive Session at 1930 hours and to include the 2016 elected Directors.

MOTION APPROVED UNANIMOUSLY

Chief Thomas Lemp joined the meeting during the Executive Session at 2000 hours.

Out of Executive Session at 2050 hours.

Grant Roy W. Breitenbach the Independent Audit financials for 2012, 2013, 2014

Motion by Roger Winter and seconded by David Mohr to grant Roy W. Breitenbach the Independent Audit financials for 2012, 2013, 2014 so that he may comply with the request by

Assistant Attorney General Sean Courtney, who is a lawyer with the Charities Bureau of the New York State Attorney General's Office.

MOTION APPROVED UNANIMOUSLY (Note: Chief Thomas Lemp was not in the room)

Authorize Roy W. Breitenbach to be the point of contact with Attorney General & TOH

Motion by David Mohr and seconded by Loreley Villamide-Herrera to authorize Roy W. Breitenbach to be the point of contact with the Attorney General, Town of Huntington contract & EMS Study. Ray will coordinate with the squad attorney, Timothy Glynn, Esq. on these items.

MOTION APPROVED UNANIMOUSLY (Note: Chief Thomas Lemp was not in the room)

Motion by David Mohr and seconded by Seth Fischer to enter into Executive Session at 2100 hours to discuss Life Membership.

MOTION APPROVED UNANIMOUSLY (Note: Chief Thomas Lemp was not in the room)

Treasurer Richard Stone left the meeting at 2115 hours.

Director Villamide-Herrera left the meeting at 2120 hours.

Out of Executive Session at 2140 hours.

Life Membership

Motion by Robert Franz and seconded by Seth Fischer to bestow life membership to member(s) as selected by the Board of Directors in Executive Session, to be announced at the annual installation dinner on February 20, 2016.

2/3 vote required

MOTION APPROVED UNANIMOUSLY

Motion to destroy the life membership ballots

Motion by Robert Franz and seconded by Chief Thomas Lemp to destroy the life membership ballots.

MOTION APPROVED UNANIMOUSLY

Amend Convert the 6 in 1 parka jackets that were issued in 2012/2013

Motion by David Mohr and seconded by Gregory Orr to amend the original motion below to increase the cost per jacket by $5.00 to increase the cost by $5.00 per jacket for a third Velcro patch. The additional cost $150.00, total cost $2,050.

November 5th, 2015 motion:

Convert the 6 in 1 parka jackets that were issued in 2012/2013

Motion by Roger Winter and seconded by Gregory Orr to convert the 6 in 1 parka jackets that were issued in 2012/2013 by covering 4 locations; Sleeves (2); Left chest (2); add 2 Velcro patches on left chests; embroider 50 Velcro tags stating dispatcher or administrative.

Price per coat is $38, NTE 50 coats, making a total cost of $1900.00.

HCAD funds **MOTION APPROVED UNANIMOUSLY**

HCAD funds

MOTION APPROVED UNANIMOUSLY (Note: Chief Lemp was not in the room)

Frank Guariglia #1115 General Meeting Room Use Request
Motion by Robert Franz and seconded by David Mohr to permit Frank Guariglia #1115 the use of the General Membership Meeting Room in accordance with HCFAS General Meeting Room Use Application and Rules to conduct his daughter's Sweet Sixteen party on Saturday April 2, 2016 from 6:00PM to 10:00PM. Set-up time will be on Saturday 4/2/16 after 3:30PM to event start and cleanup will be on 4/2/16 after the event. A security deposit of $100 has been received. Secretary Robert Franz's permission has been granted after checking the schedule and confirming with EMT instructor Brian Canty. Food service will be provided and served by the member. Alcohol (beer & wine) will be not be served. The DJ will provide the required vendor agreement hold harmless and a certificate of liability insurance with HCFAS named as additional insured. The member was informed that there is an EMT course session that ends at 3:30PM on Saturday 4/2/16 prior to the set up for the event. No other insurance certificates are required for this event. The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room. Note: Under the rules for general meeting room use Item 9, the board can request the member to obtain and pay for an umbrella policy covering the event.
MOTION APPROVED UNANIMOUSLY

Motion by Chief Thomas Lemp and seconded by Robert Franz to enter into Executive Session at 2150 hours.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 2154 hours.

Letter to TOH on reconfiguration of Railroad Street
Motion by Robert Franz and seconded by David Mohr that Chief Lemp send a letter to the Town of Huntington within 10 days regarding our concerns of the reconfiguration of Railroad Street and request a light be installed.
MOTION APPROVED UNANIMOUSLY

Treasurer's Report – Richard Stone:
Motion by Seth Fischer and seconded by Gregory Orr to accept the following for payment in accordance with the PPP and previous Board of Director motions December 3, 2015 – December 17, 2015:

HCAD (32) Checks Totaling $54, 106.00
HCFAS (7) Checks Totaling $619.49
MOTION APPROVED UNANIMOUSLY

Transfers: $200,000.00 on 12/8/15 from HCAD savings to HCAD checking

Chief's Report – Thomas Lemp:
Shift Changes:

Number	Last	First	To	Shift	From	Shift	Effective
979	Lemp	Thomas	Tue	0700	Co. 8	N/A	01/05/2016

Secretary's Report –Robert Franz:

Motion by Robert Franz and seconded by Chief Thomas Lemp to approve the following LOA's:

Name	Day	Membership #	Type	Dates
Patricia Brumm	Monday	1117	Operational	1/18/16 – 3/22/16

MOTION APPROVED UNANIMOUSLY

Return to Duty:

Name	Day	Membership #	RTD Date	Note/From
Daniel Kelly	Mon	1096	12/2/15	Medical to Full Riding

Status Change:

Motion by Robert Franz and seconded by Chief Thomas Lemp to grant the following Status Change: Dispatch only (administrative) to Administrative member for Mary Winter, member #485, effective December 17, 2015.

MOTION APPROVED UNANIMOUSLY

Note: The following motion was made after the Executive Session that ended at 2206 hours

Motion by Chief Thomas Lemp and seconded by David Mohr to grant the following Status Change: Active 20 Year Exempt membership to Inactive 20 year Exempt membership for Mary Beth Kraese, member #873, effective December 17, 2015.

MOTION APPROVED UNANIMOUSLY

Secretary Bob Franz Report – December 17, 2015

It was a pleasure to serve as the HCFAS Secretary in 2015. 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 and operational officers. Also Chris Tedone in assisting with the General Membership Minutes and 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.

Insurance: Unit 2-15-18 was responding to a call with lights and siren activated and was hit by another vehicle on Friday at 1:38 PM on Railroad Street. The other vehicle was attempting a left turn onto Railroad Street and hit the left rear of the ambulance taking off the corner piece to the rear molding and scratching the left rear corner.

No injuries were reported by the crew or the occupant of the other vehicle. The incident has been reported to our insurance carrier.

LOSAP 2015 Points – Bob Franz

The 2015 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 had to be completed & submitted by December 31, 2015 to be eligible for LOSAP points for 2015** (notice was posted on bulletin board)**.**

It is recommended that each member have more than 50 points at December 31, 2015 so that any subsequent correction of posting errors (such as, activity posted to the wrong member account, duplicate activity posting etc.) will not cause the member to have less than 50 points and therefore not qualify for a year of service credit for 2015.

Thanks to Jim Mallilo and Angie Kalodukas for entering all the members' LOSAP points in the system and posting periodic reports during the year and Christy Stiles for assisting with the last TOH annual audit.

Huntington Fire District – Proposed sale of vacant land on Oakwood Road

A 12/9/15 Newsday Article reports that the HFD voters approved the sale of a 1 acre parcel of unimproved land on Oakwood Road valued at $550,000. Perhaps President Winter (or President Palmieri) can look into this to see if it would be suitable for HCFAS needs in the future.

SC Recruitment Committee Meeting – December 16, 2015

The 2015/2016 SERVES Administrative Guide was approved by the SC Legislature and is posted on the bulletin board along with the 12/1/15 FRES Commissioner William's memo regarding the program. Changes in the SERVES program follow.

Retention

• A re-engineered Suffolk Educational program for Retention in the Voluntary Emergency Services (SERVES). Elements of the new program include:

- The program is now a reimbursement program with award payment made directly to the student-volunteer at the completion of each semester.
- SERVES now provides student-volunteers who attend any NYS DOE college or university located within Suffolk County with a reimbursement based upon tuition costs at Suffolk County Community College- i.e. as of November 2015 the maximum payment for a 12 plus credit schedule (full-time status) with all grades exceeding a B plus would be $2,300.
- The student-volunteer will receive reimbursement based upon a sliding scale related to their GPA.
- **The program increases the number of credits supported by the program; full or part time; covering a Bachelor's Degree or up to 120 credits.**
- **The Deadline for application and documentation submission for the Spring Semester is February 1, 2016.** Applications shall be date stamped upon receipt and the earliest dated applications shall be reviewed first as SERVES funds shall be disbursed on a first come, first served basis.
- **For more information about SERVES go to www.suffolksbravest.com/pdf/currentSERVESguide.pdf .**

• This is NOT an educational program; it is a retention program designed to help keep Members in the Volunteer Fire & EMS Service.

President's Report – Roger Winter:

Committee List for 2015: Alyssa Axelrod has completed this list.

ID Badge System: In progress

Fund Drive: Donations as of 12/3/2015 – 1886 contributors processed $71,171.44. The final Fund Drive mailing is being processed with the insert and has been mailed out.

MC Alliance Project: A review of the need for this service will be conducted.

Explorer Post 215: The Explorer Post will be having a holiday party. They assisted with the children' holiday party, wrapping gifts and setting up.

The following emails were sent to the Board:
From TOH employee Pat to President Winter asking about form 990.

President Winter referring the TOH questions to our Accounting Firm.

Response from Cindy Farley, Supervisor at Fuoco Group to President Winter in reference to the 2012 – 2014 financial statements. Also, District and Squad financials being combined was a topic.

Old Business:

-Follow up on the proposed draft contract. We have a version that we have updated. Suggestion to plan and submit prior to 12/31/15.
-Roy to finalize his summary of responses to the queries we had raised to him regarding land, equipment, building, etc. perhaps a formal update is in order as well?
-Fred to come and give a formal update on his latest communications as it may affect our approach.
-Formal response to the Town's 990 budget queries. Suggestion to Plan and submit prior to 12/31/15.
-Addressing outstanding GMM motion items:
1) Revision of the detailed 2016 operating budget to match the Town's final allocation – agree process and date for deliverable.
2) Response/plans to address the EMS study suggestions

New Business:

Fred Towle 3 issues:
-Request for invoice back up
-Meetings-conversations with the Supervisor's support team
-Meeting with Councilman Cook

Motion by Chief Thomas Lemp and seconded by Gregory Orr to enter into Executive Session at 2158 hours with 1st Deputy Chief Heavey present.
MOTION APPROVED UNANIMOUSLY

Out of Executive Session at 2206 hours.

Motion by Chief Thomas Lemp and seconded by David Mohr to adjourn the meeting at 2209 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 18, 2016

Amended and approved: ?
MOTION APPROVED UNANIMOUSLY