

St Lawrence County  
EMS Advisory Board  
Jan. 26, 2010

The meeting for January was called to order at 7pm.

**Roll call found the following members present:** Jean McLear, Chris Adams, Phyllis McDougall, Richard McDougall, Kevin Wells, Curtis Newtown, Gary Jarvis, Storm Cilley, Carol Muench, and Grover Katzman.

**Guests present:** Ann Smith, NCEMS, and Craig Ballard, OES

**Members excused:** Kenneth Gardner, Donald Thompson

**Members Absent:** Dale Barker, Jeffrey Gibson, Ronald Hance, Alex MacKinnon

The minutes from the November meeting were approved with the following change to be made. Under Communications, #2, the name should be Curtis Newtown not Curtis Adams.

With this change to be made, there was a motion by Phyllis, with a second by Dick to approve the minutes. The motion was passed.

**Communications:**

Letters of support were received from the BOL for the appointments of Dale Barker and Ronald Hance to the Article 30 board.

**NCEMS/REMAC/REMSCO**

Report attached

**Highlights are:** Mark Davis will be entered into the EMS Memorial this year during EMS week in May. The date will be May 19th, at the Empire State Plaza. Ann is working on hiring a bus for anyone that would like to go, contact Ann (at the Program Agency) for details. Let's see if we can get a good show of support from the County.

EMS awards will be given out at Vital Signs in August this year. With the date being moved closer, nominations need to be submitted sooner. Please have all nominations to Ann at the Program Agency no later than April 15.

There will be an informational meeting on Feb 4th, at SUNY Canton regarding C.O.N. issues. There will be a Rep from the State Bureau of EMS in attendance to hopefully answer any questions.

There is also a couple of letters being circulated to be sent to Assemblywoman Russell, requesting her help with this issue. It is strongly recommended that ALL squads send a letter to your Senators regarding this issue.

There are a couple of new policy changes in effect regarding IV/IO access with External Jugular Access and Dopamine Administration. See attached

**Office of Emergency Services**

Nov. EMS calls - 583

Dec. EMS calls - 615

Nov. Fire calls - 158

Dec. Fire calls - 222

Craig spoke briefly of the "Narrow-banding" Communications system. Research is being done by the County. Information will be forthcoming as it becomes available.

He also spoke briefly on the CART (County Animal Rescue Team) that the County is working on a policy for.

**Unfinished Business:**

Storm asked about the capabilities of the Dispatch Center texting information for calls to cell phones. Craig advises that the County is still researching that option.

**New Business:**

No new business

**Concerns from floor:**

None

Next meeting will be held on March 23, 2010 at 7pm in the P S B Conference Room.

A motion to adjourn the meeting was made by Grover Katzman, with a second by Richard McDougall. All present were in favor and the meeting was adjourned at 8:15pm.



NORTH COUNTRY  
REGIONAL EMERGENCY  
MEDICAL ADVISORY  
COMMITTEE  
Policy Statement

No. 2010-01

Date: 01/04/2010

Re: External Jugular Access

Pages: 1

Supersedes:

EMT-I providers may attempt IV on patients  $\geq 16$  years of age, which require intravenous therapy. EJ access is acceptable in patients when no other access is available or the time to find other access would jeopardize patient outcome.

EMT-CC providers may attempt IV/EJ on patients  $\geq 5$  years of age, which require intravenous therapy. No more than 90 seconds should be spent attempting IV/EJ on critical patients before going to IO. Patients  $< 5$  years old require a medical control order for IV/ EJ.

EMT-P providers may attempt IV/EJ on any age patient, which require intravenous therapy. No more than 90 seconds should be spent attempting IV/EJ on critical patients before going to IO.

Draft 12/14/09 AMS

Approved 1/4/2010 AMS



NORTH COUNTRY  
REGIONAL EMERGENCY  
MEDICAL ADVISORY  
COMMITTEE

Policy Statement

No. 2010-02

Date: 01/04/2010

Re: Dopamine Administration

Pages: 1

Supercedes:

At the November 2009 North Country Regional Medical Services Committee Meeting the administration of Dopamine was discussed due to the infrequent use of the medication, difficulty maintaining drip rates with gravity flow versus a pump, and time restraints of doing calculations for dosage while dealing with a critical patient.

The following recommendations have been made:

- Critical Care Providers continue to need a Medical Control Order prior to administration.
- All ambulances should carry a standardized infusion concentration of 800 mcg/ml

200 mg in 250 ml

Or

400 mg in 500 ml

- Paramedics should start infusion at 30 gtts/min (400 mcg/min) and titrate for effect every 5 minutes.

Draft 12/14/09 AMS

Approved 01/04/2010 AMS

**St. Lawrence County EMS Advisory Board  
November 23, 2009**

Meeting called to order at 1906 hours with President Jean McLear in chair

Members present: Carol Muench, Richard McDougall, Jean McLear, Donald Thompson, Curtis Newtown, Chris Adams, Grover Katzman

Members excused: Phyllis McDougall, Storm Cilley, Ken Gardner, Gary Jarvis

Members absent: Stewart Walker, Dale Barker, Kevin Wells, Alex MacKinnon

Visitors: Craig Ballard, Ann Smith

**Communications**

1. Tri-Town Rescue – Letter was received asking to upgrade their level of certification from Critical Care to Paramedic. Motion to accept and in favor of support made by Curtis Newtown, seconded by Carol Muench and carried.
2. Pyrites FD – The Pyrites FD has added four First Responders to their department and is now asking the SLC EMS AB for its support in obtaining First Responder status and obtaining a state agency number. Motion to support this request made by Chris Adams, seconded by Curtis Adams and carried.

**NCEMS Program Agency/REMAC**

Ann Smith gave her report from the office of the North Country EMS Program Agency as well as from the last REMAC meeting.

Handout was given to those present and is attached to these minutes. Discussion followed on the following topics:

1. There were concerns expressed about Waddington Rescue Squad and the lack of EMTs as their current members are near expiration and are not recertifying their EMT status. What is going to happen to the EMS coverage for the Town of Waddington and who will cover this area if Waddington is without members who are certified as EMTs.
2. Discussed department's CONs and billing for services. Some departments are responding as the primary agency to areas outside of the department's stated COH and have been billing for the services rendered. Some of these departments are Canton, Potsdam and Russell. The state DOH is stating this in not suppose to be done and is making waves as to asking for reimbursement of funds if the

department has received any monies from Medicare/Medicaid. It is strongly suggested that any department that is responding as the primary agency outside of its CON, to expand their CON and resubmit a CON application which comes with an application fee of \$6000 and not to bill these patients at this time.

3. Vital Signs convention is being held in NYC in 2010 but will be held in August not the usual time in October. Due to the distance to travel, Ann stated she would look into the possibility of having a bus provide transportation for anyone from the three county area.
4. There will be PHTLS instructor's course for state CIC with the anticipation of starting a network of PHTLS instructors to do our own local PHTLS classes. This is tentatively set up for December 18-19<sup>th</sup> at JCC.

**REMAC** – found in NCEMS memo

### **Office of Emergency Services**

1. Emergency calls were as follows for the months of September and October:

Sept.	613 EMS	168 Fire
Oct.	641 EMS	179 Fire

2. Re: CONs: Craig stated Dana Jonas of the DOH BEMS is the one who is looking into this CON mess. Craig said he will work with the dispatchers in obtaining areas of COH problems.
3. Have three boxes of updated Atropine auto injectors. Russell and Norfolk have yet to pick them up.
4. Craig handed out a copy of the schedule of HINI vaccination dates and site locations. This schedule does not include Star Lake as they have made arrangements with Public Health through Clifton Fine Hospital.
5. After reviewing the list of departments, it was discovered that the following departments were missing: Fine FD, Morley FD and Tri Town Rescue.
6. MCI trailer was to be housed at the Star Lake FD but with the purchase of Canton FD's old ladder truck, there is now no more room for the trailer. Craig said he is now looking at the Harrisville FD.
7. NYS BEMS is looking for interested parties for training the use of the N95 masks regarding H1N1 patients. Right now Ann Smith is the only one signed up from this are. Training will be done at the Public Health office in Watertown December 5<sup>th</sup>.

### **Unfinished Business**

1. Dick inquired about vacancies to the board

## New Business

1. Grover stated OVRs has a new ambulance. He also had a concern regarding dispatcher procedures and second tones. It seems times between original tones and the second tones is not consistent and time out-of-service and time given for first page are not the same.
2. Issues of PVRs dispatching of calls and the inability for Hermon Rescue to answer its EMS alarms were discussed.
3. Carol stated the with the construction being done at the ER at CPH, there is not room for storage of equipment for squad's equipment when left at the hospital. Also, when writing PCR's, it is okay to use the nurse's break room but not for everyone on the call to hang around in the room.
4. Jeannie was asking on behalf of Storm Cilley if it was possible to update the consoles so calls could be texted to cell phones as is being done in Jefferson County. Craig responded stating this has been an on-going event for the last year and a half. The consoles have the capability to do this but no one wants to tell how much it would cost. Cost is not a problem, though, but how to hardwire into the system is.
5. Ann reported the NYS approved to print more PCR's but the monies never came. Therefore, the state is now currently out of PCR's. Ann reported she still has 5 boxes with no more PCR's until at least January 2010. If things get tight, directions will come out of her office as what to do.

At this time with no more new business, Curtis made the motion to adjourn the meeting, seconded by Carol Muench and carried at 2047 hours.

Respectfully submitted,

Donald D. Thompson  
Secretary

**St. Lawrence County EMS Advisory Board  
September 22, 2009**

Meeting called to order at 1903 hours with V.P. Grover Katzman in chair.

Members present: Carol Muench, Richard McDougall, Phyllis McDougall, Ken Gardner,  
Donald Thompson, Gary Jarvis, Grover Katzman

Members excused: Jean McLear, Storm Cilley, Dale Barker, Chris Adams

Members absent: Stewart Walker, Curtis Newtown, Kevin Wells, Alex MacKinnon

Visitors: Craig Ballard and Scott Bono

**Communications:**

1. Letter of interest to become a member of the EMS Advisory Board was read from Ron Hance. Motion was made to forward the name of Ron Hance onto the Board of Legislators
2. Dale Barker was approved by the Board of Legislators and motion was made to accept to the board. Ann inquired as to interest in Article 30. Dick made the motion to send Dale Barker's name to the Article 30 council, seconded by Ken Gardner
3. Letter of resignation was read from Jeff Gilson and accepted.

**NCEMS Program Agency**

1. Two REMSCO and REMAC meetings and state meeting have been held
2. See hand outs
3. Version 6 PCR are in the process of being developed
4. Re: Billing. Ann warned that if departments are billing outside of their primary areas as designated by their CON they may have to pay back these monies. Much discussion followed concerning this topic. Each department must do an update with any change in officers positions both on the local and state level. Discussion included Mutual Aid dispatching and due dispatching. Need to look at the CON and see if any changes are due.
5. New addition to the office is the new secretary, Cortney Sharlow

**REMAC** – see handout

**Office of Emergency Services**

1. Emergency calls were as follows for the last four months:

May	545 EMS	165 Fire
June	570 EMS	188 Fire
July	649 EMS	190 Fire
August	605 EMS	142 Fire



2. Budget review and Craig had a copy for everyone to review. Craig stated that since draft #2, there has been an additional \$14,000 reduction. One additional supervisor has been removed and another Civil Service exam is being offered to get one more dispatcher.
3. H1N1 – vaccinations will be free when available and county has five sites in the 5 populated areas and looking for one in the Star Lake area for people to receive this shot.
4. The new Kimble Hill tower is up and running
5. Replacement Atropine auto-injectors are available in Craig's office
6. Carol Muench stated that the N95 respirator is the only one to prevent contact with the H1N1 virus. Grover asked if anyone could tell him how long the N95 mask is good for before it is saturated with the virus and no longer viable.

### **Unfinished Business**

Upcoming seminars which are posted on the NCEMS Program Agency website

### **New Business** – none

Next monthly meeting will be November 24<sup>th</sup> at 7pm at the Office of Emergency Services.

Upon a motion made by Gary Jarvis and a second by Phyllis McDougall, meeting was adjourned at 2011 hours.



**ST. LAWRENCE COUNTY  
EMERGENCY MEDICAL SERVICES  
ADVISORY BOARD**

Meeting Minutes  
May 26, 2009

Meeting called to order at 7:10pm.

**Members Present:** Phyllis McDougall, Dick McDougall, Jean McLearn, Curt Newtown, Ken Gardner

**Members Excused:** Don Thompson, Grover Katzman, Craig Ballard

**Visitors Present:** Ann Smith, NCEMS Program Agency

**Not a quorum – information presented – any voting will be done next meeting**

Minutes of the previous meeting reviewed. Correction to the spelling of Colin Sayer's name (Sayer not Sawyer) and under the heading Communications/Correspondence in line #8 – should take out the phrase "which of this agency"

**Communications:**

None

**NCEMS Program Agency/REMAC/REMSCO:**

See Ann Smith's notes attached to these minutes

**Office of Emergency Services:**

	March	April	Year-To-Date
EMS Calls	528	587	2175
Fire Calls	181	228	737

Kimball Hill Tower – started working on tower today

**Unfinished Business:**

Dale Barker wants to join REMSCO – Craig was going to contact Dale and ask him to also join this Board – haven't heard anything yet (Craig excused from this meeting). Ann will contact Dale

Paul Montpetit's name will be submitted for the Vital Signs BLS award

**New Business:**

None

**Concerns From the Floor:**

None

Next meeting **September 22, 2009 at 7pm.**

St. Lawrence County  
Emergency Medical Services  
Advisory Board Minuets  
March 24, 2009

The ST. Lawrence County EMS Advisory Board meeting for March 24, 2009 was called to order at 1906 hours. Roll call completed with introduction of new visiting member, Colin Sawyer from OVRs.

Roll call was taken. **Members present:** Jean McLearn, Grover Katzman, Gary Jarvis, Kevin Wells, Chris Adams, Carol Muench, Curt Newtown, and Donald Thompson

**Excused:** Ken Gardner, Storm Cilley, and Dick & Phyllis McDougall.

**Absent:** Jeff Gibson, Neil Cartin, and Alex Mackinnon.

**Visitors:** Ann Smith (NCPA), Craig Ballard (EOC), Colin Sawyer (OVRs)

A motion to accept the minutes of the previous meeting was made by Chris Adams, second by Gary Jarvis and carried.

**Communication / Correspondence:**

Re: Email sent from Trooper Mike Dolan concerning EMS dispatch from Potsdam Volunteer Rescue Squad (PVRS). Craig Ballard reported that PVRS and Potsdam PD feel they are doing what is best regarding dispatching EMS calls for PVRS. Mike Dolan's study on this issue of separate dispatching for PVRS resulted in his reported suggesting that PVRS should be dispatched by the 911 Dispatch Center over the fire frequency as every other department in the county. The current procedure is if dispatch receives an EMS call, they take the information then contact Potsdam PD who, then, in turns, pages out PVRS over their separate frequency which is different from the normal high band fire frequencies. Trooper Dolan felt this was causing a delay in dispatch which of this agency and that relaying the emergency information to Potsdam so they can dispatch the PVRS was not in the best interest of the patient. Trooper Dolan's report included several options but the one recommended was to have 911 dispatchers activate PVRS pagers from the dispatch center. If PPD wishes to re-tone them afterwards, there is not problem with this. After further discussion regarding this topic, A motion was made by Chris Adams stating the St. Lawrence County EMS Advisory Board wish to go on record as being in favor of having the dispatch center dispatch emergency calls for PVRS in the same format as the rest of the county and a letter be sent to the county regarding this concern. Second was made by Curtis Newtown and carried by those members present with one abstention.

**NCPA** (See attachment)

The report was given by Ann Smith. Such topics discussed were:

1. Can a PA give online medical orders for an MD over the radio/phone?
2. Funding approved for Vital Signs awards.
3. Are dollars available to replace the atropine auto-injectors that are due to expire?

**REMAC:** See attachment

Spring Fling: Coast Guard will be there

CPH and "diversion": CPH asked to have the meaning of "diversion" explained when the ER is full. It means if the patient is stable enough to be transported to another hospital, it is more appropriate to divert to

another ER. Use Medical Control to make the decision. If the patient is not stable, the patient is to be transported to CPH.

Curtis moved that applications for Vital Signs awards need to be filled out in detail and submitted to the Program Agency office which will then go to the AB awards committee that will select those to be submitted by May 22<sup>nd</sup> to the REMAC committee.

**REMSCO:** There are 2-3 openings on the board. Ken Gardner is to be voted upon on at the next meeting.

Dale Barker had expressed interest in being on the REMSCO board but letter was tabled at the January meeting due to a lack of a quorum. Craig Ballard stated Dale would be interested in starting with the SLC EMS AB first but needs to write a letter stating such. When received, it was will be forwarded to the Board of Legislators for approval.

### **OFFICE OF EMERGENCY SERVICES**

January: EMS calls – 568 Fire calls – 183

February: EMS calls – 492 Fire calls – 145

Burn ban continues at this time. Tickets will be issued only if someone makes a complaint

Kimball Hill Tower: still in the process of being completed and hope to have it done with in a time frame of one month.

Unified Command Vehicle: It is available and radios will be installed by the end of the week. Computers and networking are in place. This vehicle will be housed at the new county correctional facility.

Helicopter Dispatch: if one feels a patient needs air rescue, simply request it through dispatch and try to do it early in the call. North Country Life Flight will be first call as they are the closest. Their response is quicker if available then going through the Clearing House and getting a helicopter out of Central New York.

**UNFINISHED BUSINESS - none**

**NEW BUSINESS - none**

### **CONCERNS FROM FLOOR**

Canton Fire Department and Canton Rescue have toured the jail and have also donated a stretcher to this facility.

The meeting was adjourned at 2017 hrs after a motion by Curtis Newtown and a second by Gary jarvis

Next meeting will be held at the PSC on May 26, 2009

Submitted by;

Donald Thompson  
Secretary



**ST. LAWRENCE COUNTY  
EMERGENCY MEDICAL SERVICES  
ADVISORY BOARD**

Meeting Minutes  
January 27, 2009

Meeting called to order at 7:10pm.

**Members Present:** Phyllis McDougall, Dick McDougall, Craig Ballard, Jean McLear, Gary Jarvis, Ken Gardner

**Members Excused:** Don Thompson, Carol Muench, Storm Cilley, Curt Newtown, Chris Adams, Kevin Wells

**Visitors Present:** Todd Blanchard, NCEMS Program Agency, Nancy Jarvis

**Not a quorum – information presented – any voting will be done next meeting**

Minutes of the November meeting reviewed.

**Communications:**

Letter from Sean Baker, Emergency Management student, regarding a marine fire fighting task force. He is working with Ralph Kring of the Coast Guard and Marty Hassett. They are in the initial stages of setting up a Marine Fire Fighting Task force that will be formed as a sub-committee of the Area Maritime Security Committee. This letter was sent to all Fire/EMS Chiefs along the St. Lawrence River asking for information regarding equipment etc.

Ken Gardner received his appointment letter to the EMS Board  
Gary Jarvis has been appointed to the EMS Board

Letter received from Dale Barker regarding his interest in becoming a Board member

**NCEMS Program Agency/REMAC/REMSCO:**

Todd presented the following materials to members present:

- North Country EMS Program Agency Notes
- Notes from the State EMS Council (SEMSCO)
- Advisory – Confirmation of ETT Required Capnography
- New form – Report of Suspected Child Abuse or Maltreatment
- Chart of 2008 Helicopter calls per County
- Information regarding 511 New York – traffic and travel information – can be accessed at [www.511ny.org](http://www.511ny.org) or by dialing 511 on your phone

**Office of Emergency Services:**

	November	December
EMS Calls	530	554
Fire Calls	151	196

Kimball Hill Tower – work stopped for the winter – will resume in the spring

Unified Command Vehicle – still at the Correctional Facility. Protocol for utilization being developed

Thousand Island Bridge Authority in Alex Bay – looking at developing a mechanism to facilitate transferring patients back and forth across the border. Looking at inter-facility transports first then mutual aid between State and Provincial departments

**Unfinished Business:**

None

**New Business:**

None

**Concerns From the Floor:**

None

Next meeting 3/24/09 at 7:00pm.



**ST. LAWRENCE COUNTY  
EMERGENCY MEDICAL SERVICES  
ADVISORY BOARD**

Minutes of the St. Lawrence County EMS Advisory Board  
November 25, 2008

Meeting was called to order at 8:37 pm. Meeting started at this time due to the board members being given a tour of the new correctional facility by Sheriff Kevin Wells.

**Members present:** Carol Muench, Dick McDougall, Jean McLear, Donald Thompson, Phyllis McDougall, Kevin Wells, Chris Adams, Grover Katzman, Craig Ballard,

**Members excused:** Stewart Walker,

Members absent: Jeff Gibson, Neil Cartin, Curtis Newtown, Storm Cilley, Gary Jarvis, Phil Wagner, Alex McKinnon.

**Visitors Present:** Todd Blanchard – NCEMS Program Agency

Minutes of the previous monthly meeting were read. Motion made by Grover Katzman to accept with a seconded coming from Dick McDougall and carried.

**Communications** – Letter for requests of reimbursements fund for going to this year's Vital Signs Conference have been sent to David Allen. A total of four were forward.

**NCEMS Program Agency:** See attached minutes. Some issues discussed in these minutes include:

1. Excellence in EMS
2. Wording has been changed on cancelling ALS by a BLS provider
3. Blood Glucometry for BLS and ILS providers can be found on the NCEMS website.  
Ann stated the cost of the license will be going to \$200.
4. Spring Fling is scheduled for April 25<sup>th</sup> at Bonnie Castle
5. Canton Rescue will be upgrading to the Paramedic Level pending a site inspection

**REMAC** - minutes have been posted on the web

**Office of Emergency Services:**

	EMS calls	Fire Calls
September	567	206
October	582	283

- Marty Hassett has been chose to replace Mike Wassus as head of emergency services.

- The metal is still on the ground at the Kimball Hill tower. The weather has not been good so the start of construction will not begin until after Thanksgiving.
- A Unified Command vehicle has arrived but not in service yet. It is a 33-foot Winnebago and is it will be stored at the training center in West Potsdam. Eventually, it will be located at the new correctional facility when it opens.
- The county has a new telephone system called the Telephone Reassurance Program. This is a program to find volunteers to look after the welfare of citizens who do not have any relatives who can provide care for them. This care would include having enough fuel, visitation, phone calls, etc.

**REMSCO** – minutes are on the web

**Unfinished Business –**

- A letter had been sent to each of Neil Cartin and Phil Wagner regarding their intentions on the board. Neil wrote back stating he wished to be removed from the Advisor Board and have not heard back from Phil. Grove moved due to the lack of response from Phil regarding his position on the board, that he be dropped. Motion carried.

**New business**

- A new radio will be put into the ER at CPH with no scanning in it. Consequently, no one may hear a department toning into the ER. Therefore, Carol stated the ER would like as much notice as possible when bringing in a patient to their facility.

Next meeting will be held January 27, 2009 at the Public Safety Complex starting at 7pm.

Motion to adjourn made by Grover Katzman, seconded by Kevin Wells and carried. Meeting concluded at 9:02 pm.