

2024 Board of Directors Meeting
Huntington Community First Aid Squad
2024 Board of Directors Meeting
April 18, 2024

2024 Board of Directors:

President Fiona Witkowski (FW)	Present	Director Robert Franz (RF)	Present
Vice President Seth Fischer (SF)	Present	Director Eric Kramer (EK)	Present
Secretary Brian Canty (BC)	Present	Director Lehti Laas (LL)	Late -Phone 8:59
Treasurer James Mallilo (JM)	Present	Director Betty Wood (BW)	Present
Chief William Connolly (WC)	Present		

Guests: Deputy Chief John Stevens, Michele Franco, Noah Ramos, Andrew Taylor (19:28)

Meeting called to order at:19:04 hours.

Motion by Brian Canty and seconded by Seth Fischer to approve the minutes of March 21, 2024 as amended**MOTION APPROVED UNANIMOUSLY**

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

Proposals-

Pay raise for paramedic Joseph McCaffery
Hire Paramedic Ray Langer
Use of the General Meeting Room- Saturday June 23, 2024 – Laura Treulich #743
Squad Scholarships – 2024
Pay Paramedics/employees for unused sick time
EMS Week 2024 Gift T-Shirts
Quarterly Allowance
2024 Open House
Purchase replacement narcotics safes
Patience HVAC LLC Replacement of Air Conditioning Units CU#1, CU#2, CU#3
Motion to pass SOP change 06-2024
Driver Improvement Class (Defensive Driving)
Social Media Marketing - Facebook and Instagram motion from 10/12/2023 (Amended)

Pay raise for paramedic Joseph McCaffery

Motion by Chief Bill Connolly and seconded by President Fiona Witkowski to increase paid paramedic Joe McCaffery's hourly pay rate from \$xx per hour to \$xx per hour per the BOD motion of August 10th, 2023 as he has now completed three years as a paramedic in the 911 system. This change will be effective in the pay period beginning May 12th. Regarding the requirements set forth in the approved paid paramedic pay schedule: Lead Medic Michael Moccaldi has verified that Joe has exceeded the hourly requirements and is consistent with rig checks.

HCAD FundsMOTION APPROVED UNANIMOUSLY

Hire Paramedic Ray Langer

Motion by Chief Bill Connolly and seconded by Secretary Brian canty to hire Ray Langer as a per diem district paramedic at a pay rate of \$xx.

HCAD fundsMOTION APPROVED UNANIMOUSLY

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Use of the General Meeting Room- Saturday June 23, 2024 – Laura Treulich #743

Motion by Secretary Brian Canty and seconded by Robert Franz to permit Laura Treulich #743, the use of the General Membership Meeting Room in accordance with the HCFAS General Meeting Room Use Application and Rules to conduct a Graduation Party on Saturday June 23, 2024 from 1PM to 5PM. Set-up will be on June 23, 2024 from 10AM and cleanup will be directly after the event. A security deposit of \$100 was received and the \$400 balance must be received prior to the event. Food service will be by the member. There will be no outside vendors, and no alcoholic beverages will be served, so the certificates of insurance will not be needed. Approval is pending the receipt 30 days prior to the event, of the acceptable certificate(s) of insurance, and security deposit balance. The member is responsible for contacting the President or Chief in a timely manner for pre and post inspections of the room. The calendar has no events scheduled for this date and time.

.....**MOTION APPROVED UNANIMOUSLY**

Squad Scholarships - 2024

Motion by Robert Franz and seconded by Secretary Brian Canty to approve the awarding of up to six (6) five hundred-dollar (\$500) Squad scholarships to be awarded to any non-probationary HCFAS Squad member in good standing or a direct family member (spouse, son, daughter, brother, sister) residing in the same home as the non-probationary member in good standing. A drawing will be held at the July 2024 General Membership Meeting to select from those applicants who have applied to Director Bob Franz as of July 1, 2024 with the appropriate application form, as supplied by HCFAS, and with the required qualifying evidence. Director Franz will receive from the Chief, a declaration that those applicants are non-probationary Squad members in good standing or family members of non-probationary Squad members in good standing. These scholarships are to be an incentive for the applicants, who must submit documentation (academic transcripts) of at least a 2.0 grade point average for the preceding school year. The applicant must have been enrolled for and completed a minimum of six (6) college credit hours per semester (a minimum of two semesters is required) or the equivalent period at a vocational school. All winners are precluded from entering the drawing the following year. All 2023 scholarship winners are not eligible for the 2024 scholarship drawing. Incomplete applications submitted to Director Franz will be returned and not processed – all required documentation must be attached.

HCFAS Funds**MOTION APPROVED UNANIMOUSLY**

Motion by Vice President Seth Fischer seconded by Robert Franz to untable the motion of March 21, 2024 Motion to pay paramedics/employees for unused sick time:

No funds**MOTION APPROVED UNANIMOUSLY**

Original Motion of March 21, 2024

Motion to pay paramedics/employees for unused sick time

Motion by Treasurer James Mallilo seconded by President Fiona Witkowski to pay our paramedics/employees out on the last pay period of the year for all earned and unused sick time accrued in that current calendar year.

Rationale:

1. If not paid out expect paramedics/employees to use or consume that sick time in the course of the current year. This will leave HCFAS more unassigned paramedic shifts.
2. This disbursement of funds would be in lieu of a holiday bonus.

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3. Every paramedic/employee who worked a minimum of 30 hours would receive 1 hour holiday bonus. The maximum payout would be 40 hours, the maximum amount earned as required by NYS law.
4. If not paid out, HCFAS is required to roll over unused sick time into the next fiscal year. The paramedics/employees may only take 40 hours maximum leave.
5. This would provide an incentive for our paramedics/employees to remain working and use sick time when needed.
6. This payout of sick time may be a benefit for more paramedics/employees to work for HCFAS.

The above payout is based on being compliant with New York State Labor Law, 196-b.

HCAD Funds MOTION APPROVED UNANIMOUSLY

EMS Week 2024 Gift T-Shirts

Motion by Chief Bill Connolly and seconded by Secretary Brian Cauty to purchase 500 EMS T-shirts for EMS Week at a cost not to exceed \$4,500.00 from LI Screen Printing (HCFAS current uniform supplier). These T-Shirts can be worn as your HCFAS duty Uniform starting on May 19th. Captains will distribute shirts to their members and Post members, and the Vice President will distribute shirts to administrative members.

HCAD Funds MOTION APPROVED UNANIMOUSLY

Quarterly Allowance

Motion by Chief Bill Connolly and seconded by Betty Wood to have the second quarterly allowance of \$20.00 per member, instead of \$10.00. This is because the first quarter allowance was not distributed due to Captains not submitting their requests or not submitting them in a timely basis. All Accounting of these monies must be submitted by June 1st to the treasurer.

HCAD Funds MOTION APPROVED (FW,SF,BC,WC,RF,LL,EK,BW)

..... No Vote - JM

2024 Open House

Motion by Chief Bill Connolly and seconded by Secretary Brian Cauty to authorize and approve the Chairpersons of the Recruitment, Membership, and Public Relations Committees the following amounts to hold an HCFAS Open House/ Touch-a-Truck event date to be held May 19, 2024. Activities may include blood pressure screenings, a recruitment booth offering tours of the building, and tables for demonstrations by the ALS Committee, Youth Squad, Hand only CPR, Bike Patrol and others. Anticipated expenses: Sodas, snacks, paper goods, raffles, EMS related give-a-ways, advertising, flyers & decorations. 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. The Chief will be responsible for this event. Total cost not to exceed \$2000.00. Original Receipts will 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 Michelle Franco.

HCAD Funds MOTION APPROVED UNANIMOUSLY

Purchase replacement narcotics safes

Motion by Chief Bill Connolly and seconded by Eric Kramer to purchase ALS narcotics safes for ALS closet, ambulances and fly cars. This is recommended by Third Deputy John Stevens because the squad's current safes have an end date of 4/1/2024. The current safes' electronics and finger read cannot be repaired, replaced, or serviced if it fails. The

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cost is not to exceed \$31,000.00 for the initial purchase as itemized in the supplied quote.

**Motion by Vice President Seth Fischer seconded by Betty Wood to table the motion:
No funds MOTION APPROVED UNANIMOUSLY**

Patience HVAC LLC Replacement of Air Conditioning Units CU#1, CU#2, CU#3

Motion by James Mallilo and seconded by Robert Franz to accept the recommendation of Anthony Kohut, Patience HVAC, LLC. our current HVAC vendor, for the replacement of CU#1, CU#2 and CU#3 as outlined in his quote, dated April 13, 2024, for a total of \$65,385.22. Insurance requirement as per written contract for contractor and Subcontractor: Contract Indemnification and insurance requirement for contractor (subcontractor): as a continuing condition of their furnishing materials and services to Huntington Community First Aid Squad, Inc. ("HCFAS") hereby agrees to indemnify and defend HCFAS and hold HCFAS harmless from and against and pay or reimburse HCFAS for any and all claims, losses, damages, fines, fees, taxes, assessments, costs and expenses, including reasonable attorneys' fees, liabilities, debts and other obligations and responsibilities, incurred by or asserted against HCFAS, whether based in common law or statute, or arising under contract or otherwise, known or unknown, direct or indirect, fixed, absolute or contingent, real or potential, tangible or intangible, whether or not resulting from third party claims and whether now existing or hereafter arising (collectively "Loss"), out of any negligence, breach of contract or intentional conduct on the part of Contractor. Such Loss shall include, without limitation, attorneys' fees and other costs and expenses incurred by HCFAS in defending or settling an action or claim as set forth below, or in enforcing its rights under this Agreement. If any action is brought or any claim is made against HCFAS and HCFAS determines that indemnification with respect to such action or claim, in whole or in part, may be sought hereunder, HCFAS shall, reasonably promptly following the receipt of information indicating that an action is likely to be instituted or a claim is likely to be made, notify Contractor in writing of such action or claim and Contractor shall promptly defend such claims to the extent of Contractor/Vendor's interest under this agreement. Any failure by HCFAS to give such notice shall not relieve Contractor of any of its indemnification obligations hereunder unless such failure shall result in material prejudice to Contractor. Contractor will provide a certificate of liability insurance with HCFAS named as additional insured on a primary and noncontributory basis for commercial, general liability, automobile liability and umbrella/excess policies and holder. The certificate shall contain a notification provision of any cancellation 30 days prior to the expiration date of the policies and shall reflect that the policy contains a waiver of subrogation clause.

Contractor/Vendor will provide a certificate of insurance for workers' compensation and disability insurance with HCFAS named as the certificate holder and containing a notification provision of any cancellation 30 days prior to the expiration date of the policies.

HCAD Funds MOTION APPROVED UNANIMOUSLY

Motion to pass SOP change 06-2024

Motion by Chief Connolly and seconded by Vice-President Seth Fischer to pass SOP change 06-2024.

Proposed SOP Change - 06-2024

Proposal:

To update the purchase limit amounts in the purchasing policy.

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Background/Justification:

To adjust the amounts to account for inflation.

See attached document for specific schedule.

.....**MOTION APPROVED UNANIMOUSLY**

Driver Improvement Class (Defensive Driving)

Motion by Secretary Brian Canty and seconded by Robert Franz to have AAA New York, 1415 Kellum Place, Garden City, New York 11530, conduct a six hour Driver Improvement class (Defensive Driving Class) at HCFAS on Saturday, May 4th 2024.

Participants in this accident prevention course, approved by the State Department of Motor Vehicles, are eligible for a three-year, 10% discount on liability, collision and personal protection insurance premiums, as well as a reduction of up to four points off their driving violation records. This program will be organized by Lehti Laas or her designee. The classes will be open to all HCFAS members and their families. All non-members will pay the required course fee of \$30.00. HCFAS will pay for all HCFAS members who successfully complete the class. Space permitting, up to 40 people can attend at a cost of \$30 per person based on a minimum of 20 people. We will need a 42' TV (or larger) and a remote-controlled DVD player. Light refreshments will be provided. Total cost not to exceed \$2,500.

HCAD Funds**MOTION APPROVED UNANIMOUSLY**

Social Media Marketing - Facebook and Instagram motion from 10/12/2023 (Amended)

Motion by Robert Franz and seconded by Betty Wood to amend the Social Media Marketing motion from 10/12/2023 (see below) to extend it from end of April 2024 to end of June 2024. No additional funds will be needed for this date extension.

.....**MOTION APPROVED UNANIMOUSLY**

Social Media Marketing - Facebook and Instagram

Motion by Lehti Laas and seconded by Chief William Connolly to advertise the corporation on social media platforms for the purpose of HCFAS volunteer recruitment. \$100 will be spent weekly between Facebook and Instagram until January 31, 2024. The recruitment committee will decide the advertisement with the assistance of the HCFAS PIO, Ex-Chief Andrea Golinsky. The advertisement will be reviewed by the BOD for comment. Total cost not to exceed \$1600.

HCAD FUNDS

MOTION APPROVED UNANIMOUSLY

Recruitment Video

Motion by Lehti Laas and seconded by Robert Franz to have Kyle Cook of Kyle Cook Film at our building for 1 day to film material in order to create two (2) - thirty (30) second recruitment videos that will be used for recruitment purposes (social media platforms-- Facebook, Instagram, Youtube etc.).

Chief William Connolly will oversee this project with co-organizers:

Ex-Chief Michael Como

Recruitment Committee Co-Chair Michelle Franco

Saturday Day Captain Matthew Philip

The organizers will decide which members will participate in the video shoot and will review the final product for distribution.

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A date for the video shoot has not been set. Michelle Franco will oversee that all participants are in proper uniform.
 Cost: Kyle Cook Film - \$800.00 (paid upon final product being received).
 Food for participants - \$200.00 (Chief's discretion based on number of participants).
 Total cost NTE \$1000.00

Motion by Treasurer James Mallilo seconded by Robert Franz to table the motion:
No fundsMOTION APPROVED UNANIMOUSLY

Vice President Report – Seth Fischer

From: Brian Canty, Chairman Special Events Committee Dinner Dame

Date: April 16, 2024

Re: Attendance and Cost summary for the 2024 Installation and Inspection Dinner

Please be advised that the following is a summary of the attendance at the 2024 Annual Installation and Inspection Dinner Dance.

The following is a list of those who responded that they were attending and did not show up. Please be advised that we have no idea of how many people responded with a guest and came alone.

Name	Number	Contacted
Eileen Burns	1	Sick
Kathleen Castillo	2	Sick
Anne Gabriel	1	Sick
Ona Mastroianni	2	No Call
Jonathan Starke	1	No Call
Tiffany White	2	No Call
	9	
Invited Guests		
Huntington Fire Department	2	
Huntington Manor FD	2	
CVAC	2	
	6	
Total No Shows without members guests	15	

286 Yes Responses & Table Settings

281 Total Paid Dinners

Catering	\$39,849.20
DJ	\$1,295.00
Flowers	\$1,910.65
Postage and Printing	\$565.00
Photographer	\$1,325.00
Plaques	\$-

Total Installation Cost^{w/o Plaques} \$44,944.85

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Treasurer's Report – James Mallilo

HCAD HCFAS CDJ Distributed to Secretary
Director Kramer questioned the distribution of the CDJs, Treasurer Mallilo stated that when the BOD decides that it will vote and accept a motion to pay the bills in accordance with the SOP's he will distribute the CDJs.

Director Kramer questioned the status of Financial Reports

Chief Report – William Connolly

Equipment & Vehicles –

16: In quarters.

17: In quarters.

18: In quarters

19: In quarters.

20: In quarters.

21: In quarters.

80: In quarters

81: In quarters.

82: In quarters.

88: In quarters

89: In quarters

All ambulances and fly cars are being audited by operations for BLS and ALS meds and materials.

Paramedic Program

Ray Langer new hire.

Equipment: In good standing (except safes)

Events/Projects Multiple Standbys

Lead Paramedic Report:

The schedule is being filled as we hire new medics. As we move forward with the new medics, the Chief's office will be submitting the necessary documents to move forward with the hiring of Ray Langer.

Building on the medics, I would like to discuss the annual raises in the upcoming months to stay ahead of the curve.

I would also like to address a concern regarding the staffing on the 2300-0700 shifts. There has been a shortage of crews available on some nights. Mainly Sunday 2300, as well as Tuesday 2300. The Wednesday 2300 has 1 crew. While I know that email/text correspondence can sometimes be misconstrued and taken out of context, I would like the opportunity to come to the next board meeting to have a discussion.

I have been in contact with both the controlled substance coordinator, as well as Chief Steven's he will address the concerns in his report. It is my recommendation that we go

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through with the upgrade and replacement of the current safes due to safety concerns as well as to retain the continuity of our ALS program.

There have been a lot of questions regarding having access to our time cards. There are instances where medics are not being paid for what they are clocking in and out for. However, there is now way for us to confirm that. After having a discussion with Chief Como, he suggested utilizing the PAYCHEX time clock. While I am not fully educated in the ins and outs of the program, I am requesting looking into this as a possibility for us to use for employee use for time card tracking.

And lastly, I would like to look for not getting a call access key card or something along the lines for entry into the Avalon apartment complex. Every time we respond there, we can never get in to take care of our patients. On Monday morning, we were dispatched to a different breather on Station Way, which took us 10 min to get access to the building, and another 5-10 to get access to the apartment. We wound up forcing the door. Once we gained access, the pt was in cardiac arrest with the phone in her hand. I don't think the outcome would have been any different, but the fact that it took us that long to get to a critical patient is a little concerning. It's of no fault to HCFAS this obstacle is here, but I think we need to address it.

Thank you for addressing this email. Any questions, I am available via phone/text/email.

**Sincerely,
Michael Moccaldi**

Medic Resignations

Received Resignation Letter from Dominique Spiegowski emailed 3/24/2024

Secretary's Report - Brian Canty

New members

Motion by Chief William Connolly and seconded by Treasurer James Mallilo to accept as a new probationary member Isilma Reyes Canales in accordance with Article III, Section 2 of the bylaws. (#1729) Shift – Tuesday 1500.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Chief William Connolly and seconded by Treasurer James Mallilo to accept as a new probationary member Jacob Zaidel (#1730) Shift - Tuesday 2300 plus a secondary shift to be approved by the Operational Officers in accordance with Article III, Section 2 of the By-Laws. The two shifts per week will be done during the school summer break and during other school breaks and it is further understood that they will remain on extended probation while attending college and will be eligible to be off probation after four months from their final educational leave of absence end date. They also must pass dispatch training within one month after their final educational leave of absence end date. [Dispatch training Sunday 1900].

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Chief William Connolly and seconded by Treasurer James Mallilo to accept as a new probationary member EMT Matthew Jones in accordance with Article III, Section 2 of the bylaws. (#1731) Shift – Friday 11:00.

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Secretary Canty questioned the status of the applicants physical, President Witkowski stated the Medical committee co-chair Ann Maloney said it was ok.

..... **MOTION APPROVED** (FW,SF,JM,WC,RF,LL,EK,BW)
..... No Vote - BC

Member Status Changes:

Motion by Brian Canty and seconded by Chief William Connolly to grant the following Status Change:

Thomas Kearns #1564 – Probationary Operational to Resigned effective 04/01/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Brian Canty and seconded by Chief William Connolly to grant the following Status Change:

Patrick Kennedy #1666 – Probationary Operational to Resigned effective 04/13/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Brian Canty and seconded by Chief William Connolly to grant the following Status Change:

Sofia Lutz #1724 – Probationary Operational to Resigned effective 03/27/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Brian Canty and seconded by Chief William Connolly to grant the following Status Change:

Claudia Villatoro #1647 – Probationary Operational to Resigned effective 04/12/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Secretary Brian Canty and seconded by Vice President Seth Fischer to grant the following Leaves of Absences:

..... **MOTION APPROVED UNANIMOUSLY**

<u>Leave of Absence</u>						
<u>Member #</u>	<u>Last Name</u>	<u>First Name</u>	<u>Day & Shift</u>	<u>LOA Start</u>	<u>LOA End</u>	<u>Type</u>
1594	Chermak	Justin	Company 8	3/19/2024	4/1/2024	MLOA
1568	Curry	Benjamin	Saturday 1900	4/6/2024	7/6/2024	MLOA
1668	Komatsu	Liam	Saturday 1500	1/22/2024	5/15/2024	ELOA
1530	Mata	Leyda	Saturday 1500	1/1/2024	3/1/2024	OLOA
962	Sisinni	Mary	Saturday 1500	4/27/2024	6/27/2024	MLOA
861	Vogel	Joanne	Tuesday 1900	4/9/2024	7/9/2024	OLOA
485	Winter	Mary	Admin	4/18/2024	7/18/2023	MLOA

Change of Status

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411 Return to Duty

<u>Return to Duty</u>						
<u>Memb #</u>	<u>Last Name</u>	<u>First Name</u>	<u>Day & Shift</u>	<u>LOA End</u>	<u>Type</u>	<u>RTD Date</u>
<u>1594</u>	<u>Chermak</u>	<u>Justin</u>	<u>Company 8</u>	<u>4/1/2024</u>	<u>MLOA</u>	<u>4/4/2024</u>
<u>1006</u>	<u>Dantonio</u>	<u>Thomas</u>	<u>Tuesday 1900</u>	<u>4/14/2024</u>	<u>MLOA</u>	<u>4/2/2024</u>
<u>920</u>	<u>Stone</u>	<u>Casey</u>	<u>Thursday 1900</u>	<u>4/6/2024</u>	<u>MLOA</u>	<u>4/11/2024</u> <u>Dispatch Only</u>
<u>1259</u>	<u>White</u>	<u>Tiffany</u>	<u>Wednesday 1500</u>	<u>3/7/2024</u>	<u>MLOA</u>	<u>3/6/2024</u>
<u>1602</u>	<u>Zeth</u>	<u>Steven</u>	<u>Tuesday 0700</u>	<u>6/1/2024</u>	<u>MLOA</u>	<u>4/3/2024</u> <u>Dispatch Only</u>

412

413

<u>Letters Of Intent</u>						
<u>Memb #</u>	<u>Last Name</u>	<u>First Name</u>	<u>Reason</u>	<u>Day & Shift</u>		<u>Type</u>
<u>1246</u>	<u>Booth</u>	<u>Lenise</u>	<u>Delinq 1 Qtr</u>	<u>Saturday 1900</u>		<u>Letter of intent</u>
<u>1653</u>	<u>Henninger</u>	<u>Gregory</u>	<u>Delinq 1 Qtr</u>	<u>Monday 1900</u>		<u>Letter of intent</u>
<u>1657</u>	<u>Hernandez</u>	<u>Jerry</u>	<u>Delinq 1 Qtr</u>	<u>Saturday 1100</u>		<u>Letter of intent</u>
<u>1591</u>	<u>Mason</u>	<u>Jessica</u>	<u>Delinq 1 Qtr</u>	<u>Saturday 1500</u>		<u>Letter of intent</u>
<u>1055</u>	<u>Mejia</u>	<u>Gerardo</u>	<u>Delinq 1 Qtr</u>	<u>Saturday 0700</u>		<u>Letter of intent</u>
<u>1283</u>	<u>Orr</u>	<u>Casey</u>	<u>Delinq 1 Qtr</u>	<u>Company 8</u>		<u>Letter of intent</u>
<u>811</u>	<u>Tesoriero</u>	<u>Claire</u>	<u>Delinq 1 Qtr</u>	<u>Thursday 1900</u>		<u>Letter of intent</u>

414

<u>March Co #8 Short Hours - Sent by Secretary</u>					
<u>Memb #</u>	<u>Last Name</u>	<u>First Name</u>	<u>March Hours</u>	<u>March Short</u>	<u>Letter Email & Sent</u>
<u>1594</u>	<u>Chermak</u>	<u>Justin</u>	<u>16</u>	<u>16</u>	<u>4/9/2024</u>
<u>1361</u>	<u>Cortes</u>	<u>Richard</u>	<u>9.75</u>	<u>6.25</u>	<u>4/9/2024</u>
<u>1583</u>	<u>Gore</u>	<u>Shannon</u>	<u>12.25</u>	<u>3.75</u>	<u>4/9/2024</u>
<u>1454</u>	<u>Menard</u>	<u>Jonathan</u>	<u>9.25</u>	<u>6.75</u>	<u>4/9/2024</u>
<u>1283</u>	<u>Orr</u>	<u>Casey</u>	<u>16</u>	<u>16</u>	<u>4/9/2024</u>

415

416 Director Bob Franz Report

417

418 Insurance Renewal – Portfolio Policy

419 A motion to renew our portfolio policy with VFIS will be pulled from the agenda this evening
 420 since it is still a work in progress. Once finalized, it will be done by email vote or at the next
 421 April board meeting. A schedule of insurance was distributed to each board member. If any
 422 questions, please let me know.

423

424 Loss Experience for past 5 years:

425 50 claims reported totaling \$579,000: Loss Reserve \$124,000, Expense Reserve \$14,000,
 426 Paid Losses \$448,000, Paid Expenses 69,000 less Recoveries \$76,000.
 427 Paid Losses include a claim litigation settlement of \$192,500 plus Paid Expenses of
 428 \$51,500 .

429

430 VFIS Risk Control Review Visit 3/26/24

431 Recommendations:

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- Implementation of ongoing driver training, class and practical
- Secure EMS Portable Equipment in the ambulance (EMS bag should not be untethered on the stretcher.

These recommendations will be submitted to the Chief's office for their action and a response to VFIS.

Injury

A member suffered a knife cut to the top of their thumb in the ready room. This was not reported as a workers' compensation claim and the HH ED and physician bill co-payments are being paid by HCFAS.

LOSAP - 2023

The 2023 point listing was submitted to the TOH and approved by the Huntington Town Board on 4/11/23 in accordance with General Municipal Law. The approved listing was returned to HCFAS on 4/16/24 for a 30-day mandatory posting period and then it will be returned to the Town for further processing with the NYS Comptroller's appointed administrator Penflex, Inc. The listing shows that 218 members made 50 or more eligible points which qualifies for a year of service credit for 2023 and 82 members who did not make 50 points.

Legislation / SEMSCO /SEMAC (NYSVARA Agenda – Posted):

Governor's Budget 24/25: Waiting for the budget to be approved to see if any legislative items such as increasing the NYS refundable income tax credit for VFF and VAW to \$800 from \$200.

Legislative bills and EMT-CC: Letters will be sent to our legislators etc. regarding 2024 legislation.

OSHA 29 CFR 1910.156 Comment Deadline extended to 6/21/24

Per my email, a review of this proposed Regulation should be performed by us. Although the document is 40 pages, it incorporates 21 NFPA standards in whole or in part and 14 other standards thereby totaling 608 pages.

It is no longer the Fire Brigade Standard but applies to employees (volunteer considered employees - NYS DOL) under OSHA engaged in fire service activities, EMERGENCY MEDICAL SERVICES, and specialized rescue services.

Every ESO must have an Emergency Response Plan.

Any comments should be submitted by the June 21st deadline date.

We may be following and in compliance with many items but may not be complying as to documenting this compliance. The compliance documentation must be detailed and not just refer to a document.

Suffolk REMSCO: The new REMSCO representative to SEMSCO - At a special meeting of the council this week, it was approved to send three candidate names to SEMSCO for consideration by the NYS DOH Commissioner. Only one candidate will be selected by the Commissioner. The candidate names are Paul Marra, Michele Miller and Anthony Pellicone.

Tom Lateulere Memorial EMS Conference Saturday April 27, 2024 – Flyer Posted (the 2025 conference will be on April 26, 2025).

NYS DOH EMS Memorial Dedication – Albany, NY -Wednesday May 22, 2024 11am -Flyer Posted.

2024 Board of Directors Meeting

SEMSCO / REMSCO 2023 State EMS Awards Program – Nomination Deadline May 10, 2024 – Flyer distributed and Posted.

NEMSIS 3.5 - Effective July 1 (agencies are responsible for implementation not their ePCR vendor).

HCFAS Scholarship: A motion is on the agenda this evening for the continuation of the HCFAS scholarship in 2024.

Director Lehti Laas Report

Recruitment

- Facebook/Instagram ads are actively going out with our recruitment flyer. The reason there is still funding from October is I don't sign in every week to my facebook account. Therefore, it is renewed ~every other week.
- Christine Tedone has started adding our recruitment flyer to various facebook pages. She is keeping track of the pages she is posting our flyer on, and I will report those at the next meeting.
- She and I spoke at length about other community outreach avenues that she is following up on (high schools, local colleges, PTA's, faith-based organizations, community groups such as Huntington Matters, Scouts, HSLQ, NAACP). We will drop off the flyer at the libraries in the coming weeks. Please email Michelle Franco and I with any other potential leads.
- The Chief Dispatcher suggested looking into Huntington Patch and Huntington Now for a free advertising section. Christine Tedone is following up on this. Please email Michelle Franco or I if you know of free advertising.
- Recruitment table at community events – Unity in The Community was 2 weeks ago and we were unable to get a recruitment table there. If you know any members who read novels or crochet, they would be perfect to be at a HCFAS recruitment table.
- I have sent gentle reminders every other week to those assisting with getting the street recruitment signs up at various locations throughout the TOH. They should be up in the next few weeks.
- Recruitment Video – I was contacted last weekend about this topic. I spoke to Matt Philip on the phone and later via text explained forms 125 and 126. Hopefully we can have a video soon.
- Brochure – A draft was sent to the Board a few weeks ago. I forwarded Michelle Franco all the comments received (~5). A director suggested professional photography, the Co-Chairs are working on obtaining new professional photos. A new draft brochure will be sent out shortly with changes made.
- Lawn Signs – looking to have a motion at the next meeting to purchase recruitment lawn signs like we had a decade ago. There is an old lawn sign in front of my desk.
- I requested an updated Roster/HCFAS schedule from Joanne Cunningham. When received, I will forward.

2024 Board of Directors Meeting

- I requested the membership committee send over a flowsheet as they have previously done to see how potential new candidates are coming along. When received, I will forward.
- I don't have previous numbers to compare since I only started as liaison to the committee 8 months ago, but here is a breakdown of new member applications since recruitment efforts began 6 months ago:

Month	# of new applications received on our website
Oct '23	5
Nov '23	2 (I spoke to 3 people on the phone that were going to apply after Thanksgiving)
Dec '23	6
Jan '24	4
Feb '24	2
March '24	6

We average one new applicant submission every week.
This shows our recruitment efforts are very successful.
More initiatives to come (street signs, lawn signs, brochures and community outreach).

Educational LOA's – Administrative member, Meg Callinan is taking on this project of figuring out how much time are student members giving HCFAS every year. She will also work on a proposal for a minimum yearly expectation (i.e. 25 shifts per year to continue with us).

Legislative

- I spoke with Legislator Rebecca Sanin this evening about our recruitment efforts and she requested our flyer to post on her community board.
- I spoke with Louis Dell to have a letter sent out to all our government representatives requesting a meeting with them where we will discuss our recruitment efforts and any grant money they may be aware of for HCFAS.
- I will be making a proposal in the coming weeks for overnight coverage utilizing our volunteers and incentivizing those that can do multiple overnight shifts (Sunday and Tuesday first).

Director Eric Kramer Report

Director Elizabeth Wood Report

Old Business—

New Business—

Projects / Events—

Motion by President Fiona Witkowski second by Betty Wood to enter into executive session at 20:42

.....**MOTION APPROVED UNANIMOUSLY**

2024 Board of Directors Meeting

574
575 Out of Executive Session at xxxx
576
577
578 Motion by President Fiona Witkowski and seconded by Secretary Brian Canty to adjourn the
579 meeting at 21:14 hours.
580**MOTION APPROVED UNANIMOUSLY**
581
582 Respectfully Submitted,
583 *Brian Canty*
584 Secretary
585
586 Draft sent to Board members: May 18, 2024
587 Amended and approved: May 23, 2024
588
589 **MOTION APPROVED UNANIMOUSLY**