

1 **District of Columbia**
2 **Emergency Medical Services**
3 **Advisory Committee 2012-2014**
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5 **Monthly Meeting**
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7 **Date/Time:** Thursday, May 03, 2012 at 1200 hours

8 **Location:** D.C. Department of Health, (55 "M" Street, SE) 3rd Floor Large Conference Room

9 Note: 3 persons seated in the gallery when the meeting was called to order.
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11 I. The meeting called to order at 1205 hours.

12 II. Roll Call was conducted and the committee members signed in on the roster. 8 of 16
13 committee members present. Under the older, preexisting by-laws a quorum was present. Dr.
14 Joseph Wright, Dr. Jorge Delgado, Dr. Edward Sepe, Dr. William Strudwick, Dr. Jack Sava, Jamie
15 Quarrelles, Wayne Swann, and Jessica Steinbeck were absent. Neither conference call nor call-
16 in provisions had been established for this meeting.

17 III. Dr. Michelle Carter, MD and Katy Goss, RN were introduced as committee members. Both
18 were absent from the inaugural meeting and have since been sworn in.

19 IV. The agenda was presented. At this time Mrs. Renshaw presented a point of order and
20 noted that in future meetings the agenda is not the official agenda until it is read and approved
21 by the committee.

22 V. Reading of the minutes from the previous meeting on April 24, 2012. Several annotations
23 were added and numerous minor corrections were noted. Corrections and additions are to be
24 made and the minutes will be presented for a second reading and approval at the EMSAC
25 meeting in June.

26 VI. At the request of Chairperson Lightfoot, Dr. David Miramontes provided an overview and
27 explanation of the D. C. Fire and EMS (DCFEMS) Department organization chart. The DCFEMS
28 Organizational chart was included in the handout package supplied to the committee.

29 Dr. Miramontes reported the vacancy at the Diversity/EEO Officer has been filled.

30 The EMS Liaison Officer (ELO) duty position was discussed. Dr. Miramontes described
31 the ELO relationship with the Office of Unified Communications (OUC), the ELO's role
32 within the DCFEMS system, and specified and delegated supervisory duties of the ELO.

33 VII. Dr. Miramontes' presentation segued into Open discussion by the Committee.

34 Mrs. Renshaw asked Dr. Miramontes about the status of the Assistant Medical Director
35 position within the DCFEMS. Dr. Miramontes responded that the previous candidate
36 withdrew from the process and the search/hiring process has returned to the initial
37 start phase. To the best of his knowledge no candidates have applied for the position at
38 this time. The process has been returned to the Fire Chief for further action.

39 Mr. Lyons stated that the Assistant Medical Director position is a statutory requirement.
40 He also emphasized that this should be a priority due to the focused role of the
41 Assistant Medical Director in the EMS training component.

42 Mr. Lyons further mentioned his desire to review the DCFEMS budget in order to
43 determine if funding has been put in place for the Assistant Medical Director position
44 and if any funding has been requested to restore EMS Training and EMS Evaluation
45 Officers to the Department roster.

46 Chairwoman Lightfoot reported that she would inquire with the appropriate members
47 within the Council to ensure a commitment to following through on filling these
48 positions.

49 Mrs. Renshaw inquired with Dr. Miramontes about the newly created "EMS Oversight
50 Officer" position within the DCFEMS. Mrs. Renshaw and the Chair inquired about
51 specifics of the position. Dr. Miramontes responded that the Department issued a
52 Departmental Memorandum with information about the position. He referred all
53 further questions to the Office of the Fire Chief and Chief Ellerbe. The Chair directed
54 that the inquiry with the department be made an action item.

55 Mr. Lyons inquired about specifically inviting the private EMS companies to future
56 meetings. This item was placed into the action items taskings.

57 VIII. Chairperson Lightfoot opened discussions of the EMSAC By-laws. She furnished the
58 attendees with a printed copy of the previously approved By-laws governing the EMSAC. These
59 rules date back to 1982. As far as the chair knows an electronic copy is not available. The chair
60 commenced with a rough first read and members were asked to provide comment and input.
61 Line by line analysis and comments covered Articles I through VI. The Chair emphasized this

62 was the first reading and work session regarding the revisions. The review process was
63 terminated for this meeting and tabled for future work as old business. A scanned copy the
64 previous By-laws shall be forwarded to the absent committee members.

65 IX. Mr. Lyons opened discussion of the proposed District of Columbia EMS Act of 2012. The
66 Chair and members terminated the discussion and it was agreed upon to table the discussion
67 until the bill is formally introduced.

68 **X. A list of Action items was established.**

69 A. Secure a list of any legislative actions regarding the delivery of EMS or regulating the
70 DCFEMS Department are before Judiciary Committee or the Council. Action Officer: C.
71 Lightfoot

72 B. Provide copies of DC DOH regulations and policies specific to EMS. Action Officer:
73 Dr. B. Amy

74 C. Establish an electronic "drop box or folder" within the District's EOM servers for use
75 by the EMSAC members. Determine the feasibility of the establishing District
76 Government e-mail accounts for EMSAC committee members who are not employees of
77 the District. Can these accounts be established? Action Officer: DCFEMS Captain R.M.
78 St. Laurent.

79 E. Provide an update on the DCFEMS Department's progress and maintenance on
80 measures recommended by the EMS Commission. Action Officer: DCFEMS Captain
81 R.M. St. Laurent.

82 F. Secure a copy of the approved 2012 and proposed 2013 DCFEMS budget. Action
83 Officer: C. Lightfoot.

84 I. Secure a fiscal impact study of the DCFEMS Department's transition to the Dual
85 Role/Cross Trained and All-Hazards model. Action Officer: C. Lightfoot

86 J. Provide the EMSAC members with call-in teleconference contact numbers for the
87 DOH conference room. Action Officer: DCFEMS Captain R. M. St. Laurent

88 K. Add the private EMS Companies to the list of invitees to the regularly scheduled
89 EMSAC monthly meetings. Action Officer: DCFEMS Captain R.M. St. Laurent

90 L. Determine if the current By-Law requirement that the EMSAC "Executive Secretary
91 shall be a salaried employee of the District of Columbia appointed to the post by the
92 Mayor". Action Officer: C Lightfoot.

93

94 XI. Open comments from the gallery.

95 A. Representatives from the American Federation of Government Employees Local 3712
96 were recognized. Vice President Ed Morgan commented about his union's members'
97 support of the EMSAC mission. Mr. Morgan also made an appeal regarding a personal
98 personnel matter that he is currently engaged in with the DCFEMS.

99 B. Joe Papariello representing the International Association of Firefighters Local 36 was
100 recognized. He reiterated the unions desire to have a voting representative appointed
101 to the EMSAC. He pledged the union's continued cooperation to assist with the EMSAC
102 mission.

103 XII. Establishment of the EMSAC calendar and meeting location.

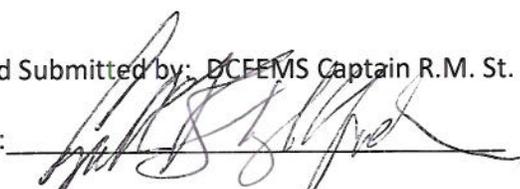
104 A. The next EMSAC meeting will be on Thursday, June 7, 2012 at noon at the DOH
105 Administrative Offices located on the 3rd floor of #55 "M" Street, SE.

106 B. Arrangements are being coordinated for conference call capability.

107 XIII. A motion to adjourn was made and seconded. The motion was carried and the meeting
108 adjourned at 1349 hours.

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110 Recorded and Submitted by: DCFEMS Captain R.M. St. Laurent

111 Approved by: 

112 Cynthia Lightfoot, EMSAC Chairwoman