

Emergency Services Advisory Board
November 17, 2021 Meeting Minutes

Members Present:

Rick Baker, Linas Saurusaitus, Eugene Curfman, Dan Plunkert, Mike Karolenko, Lynn Karr-Kratz, Dr. John Murphy, Robert Buckley, Bruce Fleming, Eddie Ruch, Director Mike Robinson, Dave Coe by tele-conference.

Members Absent:

Dr. Mike DiNapoli, Suzanne Swisher

Guests:

Susan Mott, 1st. Vice President-CCVESA

Chairman Baker opened by introducing the two new appointed members in attendance, Dr. John Murphy (Citizen Representative), and Robert Buckley (Non-Union Representative). Chairman Baker informed the group that the other Citizen Representative, Suzanne Swisher was unable to attend. He was notified by county government on Monday, 15 November of the new appointments.

The meeting was officially opened with the Pledge of Allegiance.

Chairman Baker asked for approval of the October meeting minutes. Motion by Lynn Karr-Kratz, seconded by Dr. Murphy to approve the minutes. Motion was passed.

Chairman Baker asked if any Council representatives had any comments. No representatives had comments.

Chairman Baker asked Director Robinson for his report.

- Director Robinson told the group that he had responded on a fire in the Taneytown area recently in the afternoon and had counted 36 firefighters on scene, which indicated to him that we don't have a major problem, currently, responding to fires. This confirms the need to concentrate on the EMS initially.

- Director Robinson stated that the upcoming Strategic Planning process is critical to developing the future system. He indicated that he needs to develop a multiyear staffing plan by December for the Commissioners. To hire the necessary 200 people would cost in excess of \$10 million.

The Director informed the Council that the County has hired the Segal Group to do a pay study of all County positions. He said that the County HR Department is working on job descriptions for the Fire/EMS positions. The Director indicated that he's looking at the biggest problems areas with staffing problems, and it appears that the Taneytown VFD currently has the most pressing problem currently. Also looking at the call volume in the Westminster as an area to be addressed as well.

The Director said he needs to develop a short-term plan to maximize the cost. He's looking at having a Lieutenant on each of the four shifts operating out of a car equipped with advanced life support (ALS) equipment as well as acting as the shift commander.

Another staffing plan option may be to have a chase car (ALS equipped) in each of the three Battalions. With one of the cars acting as the shift commander.

- Director Robinson told the Council that he has hired an Administrative Assistant, Ms. Callie Williams, who will start work on December 2nd.

- Director Robinson told the Council that he will be meeting soon with the EMS billing Company that the County has contracted with.

- Director Robinson indicated that he will be asking Commissioner approval to transfer the EMS Manager and Training Manager positions from CCVESA to County non-uniformed positions after January 1, 2022.

- The Director is working on replacing one of the reserve ambulances. The current vehicle shortage has created a problem finding a new unit, and he's been able to find a demo unit that will cost approximately \$250,000 (including a load system).

- The Director said there had been a recent issue with a service dog on an ambulance call, and said that service dogs have to be allowed to go with a patient on an ambulance call.

- The Director said they are awaiting further guidance on COVID vaccination requirements for EMS employees that were issued but have been given a stay by the Courts.

Commissioner Wantz's Report:

- Commissioner Wantz indicated that he had met today with the Secretary of the Department of Emergency Management, Mr. Russell Strickland.

- Commissioner Wantz reiterated that there will be 4 or 5 new Commissioners next year, which could affect what's currently being worked on.

FROPS Report:

- Eddie Ruch reported that the group continues to work on various standards.

EMSOPS Report:

- The group is currently working on the vaccination program.

Old Business:

Statistics-

Chairman Baker asked who would be reviewing statistics, at which point Director Robinson said that he and his Administrative Assistant would be reviewing statistics. Director Robinson said that he will be meeting with UMBC to get an intern to help with getting better statistical information, and that ultimately a part-time position will be needed for data collection.

New Business:

- An SOP on EMS Quality Assurance was given to the Council members for review. The policy is from the Medical Director and will be implemented after the required review and approval.
- Chairman Baker will provide the power point presentation for the new Administrative Assistant to give her an orientation on the Fire and EMS service in the County.
- Chairman Baker will be providing the new Council Representative with appropriate documents and a complete list of the Council members.

With no further business, a motion was made by Linas Saurusaitis, and seconded by Dr. Murphy to adjourn the meeting.