

Emergency Services Advisory Council  
June 15, 2022 Meeting Minutes

Joint Meeting Between Carroll County Commissioners & ESAC

Present: Commissioner Steve Wantz, Commissioner Richard Weaver, Commissioner Ed Rothstein, Commissioner Dennis Frazier, Commissioner Eric Bouchat, County Administrator Roberta Windham, Rick Baker, Director Michael Robinson, Bruce Fleming, Dan Plunkert, Michael Karolenko, Robert Buckley, Suzanne Swisher, David Coe, Eugene Curfman

ESAC Members Absent: Dr. Mike DiNapoli, Eddie Ruch, Linas Saurusaitus, Dr. John Murphy, Lynn Karr-Kratz

Commissioner Rothstein opened the meeting at 19:00 with the Pledge of Allegiance.

Discussion Items:

Strategic Plan

Director Robinson began the discussion of the Strategic Plan, describing it as a roadmap that will lead us forward and give us direction. It is a fluid document that will be updated as needed. Chairman Baker reviewed the strategic planning process and said that sub-committees will continue to work on goals and objectives, beginning to report back to ESAC in September. He asked for feedback on the Strategic Plan from the Commissioners.

Commissioner Frazier commented that it is a great start and it will be an important learning tool for the next Board of County Commissioners.

Commissioner Rothstein feels it is a great roadmap and suggested the addition of a risk matrix.

Commissioner Weaver emphasized the need to revise and update the document periodically. The biggest issue is whether we have the resources to accomplish everything in the plan.

The Commissioners agreed that the Strategic Plan can be made available online.

## Statistics

Chairman Baker described the current process completed daily by Chief Eddie Ruch to gather and track data and emphasized the need for accurate statistics in order to build the department.

Director Robinson commented that we have good data, but the problem is interpretation and making the data good information. We need to hire someone to handle data analysis.

Chairman Baker suggested a meeting between Public Safety, IT, Director Robinson and CCVESA members who are currently working on this issue. Director Robinson has the lead to get this group together.

Chairman Baker began a discussion of Adequate Facilities. The filtering methods used to calculate adequate facilities cause many types of calls to be excluded including mutual aid, alarms and transfers to name a few. He feels all calls need to be counted.

Bruce Fleming commented that Fire Chiefs used to have more input into Adequate Facilities.

A next step is to meet with IT to discuss solutions for statistics.

Director Robinson discussed the possibility of DFEMS doing inspections and life safety compliance in the future.

Commissioner Weaver commented that IT is very short staffed, but there is definitely a need to address statistics.

## Staffing

Chairman Baker discussed concerns related to the staffing of the Department of Fire & EMS including the nationwide shortage of paramedics, competition from surrounding counties who are also hiring, and the delayed timeline for hiring.

Director Robinson reiterated his plan to hire the Lieutenants first. He hopes to have Chapter 37 of the County Code ready to be presented to HR and the County Administrator/Legal in July and to begin hiring by December. He recognizes that the delay will have a cascading effect on volunteer staffing.

David Coe noted that Carroll County will be competing with bigger agencies that pay more and offer more opportunities.

Mike Karolenko expressed concern with the hiring timeline and emphasized the need to examine the pay scales.

Bruce Fleming expressed disappointment with the response to the MOU from the County's Legal department and the decision for the County to take EMS billing revenue.

Dan Plunkert expressed concerns about the new insurance policy and FLSA issues. He says these issues must be resolved before the MOU can be completed.

### Budget

Chairman Baker noted that ESAC was mentioned many times during FY23 budget conversations. He would like ESAC to have more input next fiscal year and to begin their involvement earlier in the budget process.

Chairman Baker highlighted ESAC's accomplishments such as having frank, direct conversations with the Director, providing input into the staffing plan and FY23 budget, identifying shortfalls in statistics, participating in creation of the Strategic Plan, and bringing the Adequate Facilities issues to the attention of the Commissioners. He suggested ESAC meet with the Commissioners again in three months. The commissioners agreed to meet in September.

Gene Curfman and Suzanne Swisher were recognized for their service to ESAC as their terms are ending.

Commissioner Bouchat made a motion to adjourn. Commissioner Frazier seconded. The Commissioner portion of the meeting was adjourned.

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### ESAC Only Meeting

The May meeting minutes were approved ahead of time via email consensus.

Gene Curfman made a motion for Rick Baker to continue as Chair and Linas Saurusaitus to continue as Vice Chair of ESAC. Suzanne Swisher seconded. The motion was approved.

The meeting was adjourned at 20:55.