



General Order

Department of Fire & EMS

G.O. 10-1-2024

Subject: Downgrading of transport units due to staffing levels

Date: October 23, 2024

Authority: Deputy Chief Paul Supko/ *PJS*

To address our current ALS operational vacancies proactively and maximize our current resource pool in the most efficient manner, the following staffing matrix will be implemented. The down staffing matrix will be used as a guide by the on-duty shift commander to maintain critical ALS coverage within Carroll County.

When ALS staffing levels reach critical levels, and the need exists to down staff a currently staffed ALS unit to BLS the matrix will be utilized by the Shift Commander to ensure continuity of operations. This matrix will serve as a guide to be utilized when the current MHO list has been exhausted for ALS positions. The down staffing matrix permits the Shift Commander to move to the BLS MHO list and, if necessary, to utilize the FADO MHO to retain personnel and ensure the minimal operational needs of the department are met.

When utilized, the down staffing matrix will transition the following EMS transport units from ALS to BLS units:

- M139 will be down staffed to A139.
- M49 will be down staffed to A49.
- Co. 12's second unit will be down staffed to BLS, maintaining 1 ALS and 1 BLS unit.
- Additional units may be down staffed and supported by the EMS chase cars at the discretion of OPS101 upon consult with either OPS100 or EMS100.

The down staffing of EMS units will only occur when the voluntary ALS overtime and MHO listing for ALS providers has been exhausted, and when required to maintain minimal operational staffing requirements for the county.