

Emergency Services Advisory Council
May 17, 2023 Meeting Minutes

Members Present: Rick Baker, Michael Robinson, Michael Karolenko, Robert Buckley, Brett Six, Dr. John Murphy, Lynn Karr-Kratz (joined virtually at 20:15), Dan Plunkert, Blane Wright, Eddie Ruch, Linas Saurusaitis, David Coe (virtual), Bruce Fleming

Members Absent: Michael Guerin, Dr. Stephanie Kemp

Public Present: Susan Mott-CCVESA 1st VP, George Wentz- CCVESA 2nd VP

Chairman Baker opened the meeting at 19:00 with the Pledge of Allegiance.

Dr. Murphy made a motion to approve the April meeting minutes. Dan Plunkert seconded. The motion was passed.

Board Member Comments:

Chairman Baker commented that the joint meeting between ESAC and the Board of Commissioners (BOC) is tentatively set up for June 13th from 1400-1500. Once confirmed, the information will be sent out to the group.

Chairman Baker shared that Gene Curfman is setting up a meeting of the Strategic Planning Budget Group to discuss furthering their objectives.

Public Comments:

Susan Mott commented that she is looking forward to seeing everyone at the CCVESA convention this Saturday, May 20th.

Director/Chief's Report:

- Chief Robinson provided updates on the hiring process including that final offers are being sent out for the employees starting in June.
- Chief Robinson shared that he is attending job fairs and other events to recruit staff with a focus on paramedics.
- Chief Robinson and his staff are looking at various strategies to help with staffing including voluntary overtime, enhanced recruiting efforts,

communicating with new paramedic graduates and variable staffing utilization (ALS/BLS units).

-Chief Robinson provided an update on EMS Billing. Some fire companies still need to submit OIG information to Tracey Estes, EMS Billing Technician. A HIPAA hotline and email address for the county have been set up.

-Chief Robinson shared that the FY24 budget is finalized and discussed his plans for future years. The budget for DFEMS including CCVESA is close to 29 million.

-Chief Robinson reported that the interim Apparatus Replacement Committee met for the first time in response to a request to purchase apparatus and a recommendation is pending. Fire Companies that purchased apparatus before the General Order went out are not affected, even if they haven't yet received what was purchased.

-Chief Robinson shared photos from the Chamber of Commerce Public Safety Awards and said the event was well attended.

-Chief Robinson reported that DFEMS is planning a Commissioning Ceremony for the new Lieutenants on June 1st at Carroll Community College. All ESAC members have been invited.

- Brief attached

Medical Director's Report: Not present

Commissioner's Report: Not present

CCVESA President's Report: Nothing to report

Committee Reports:

FROPS- Eddie Ruch reported that the Chiefs are working on an incident command training policy. Eddie Ruch is stepping down as the chair of FROPS after many years of serving in this role.

EMSOPS- David Coe thanked Eddie Ruch for his years of service. He also reported that information was sent out for clinicians with expiring credentials and to please make sure your providers complete the necessary recertification.

Old Business:

- Action Items from last month
 - Insurance Issue- No updates

- Central Location for Hiring Info- Mike Karolenko reported that they are waiting for a vote on this issue on Saturday. Once they get the okay to move forward, those seeking employment will reach out to Richard Koons.
- Job Description for Data Analyst- Rick Baker and Chief Robinson still need to meet.
- Posting of Policies
 - Some approved policies have recently been posted on the DFEMS website. Policies approved under the previous Director have not been posted. Chief Robinson wants to review them for relevancy.
 - DFEMS does not have a members-only area on the website and the county IT Dept. is unable to assist. For now, the CCVESA website will be the central location for DFEMS policies.
 - Eddie Ruch suggested that Chief Robinson put an effective date on new policies that is 30 days out so that people have time to learn the policy.
 - The group discussed the status of Lexipol, Learning Management System.
 - Eddie Ruch asked about the status of getting a single silo for data reporting. Chief Robinson said that he is waiting on the vendor, ERS/ESO. He does plan to upgrade to the new version of ESO and move to one silo.

New Business:

- Discussion of FY25 budget and out years
 - The group discussed topics for the joint BOC/ESAC meeting next month including the staff and financial support that will be needed as the DFEMS grows.
 - The group discussed what would be needed to start a recruit school. The facility is in place, but the cost of training and staff would be significant.
 - Chairman Baker discussed getting the Strategic Planning Administration Group back together as these topics pertain to their objectives.
 - Chairman Baker brought up the high number of fatal fires that have occurred this year in Carroll County. He emphasized the need to get the message out for people to continue to support the volunteer fire companies, especially now during their prime fundraising time.
 - The group discussed strategies for recruitment and retention including incentives, tuition reimbursement, scholarship opportunities, LOSAP and the EST program. They also discussed the roadblocks which affect not only our area but nationwide.

Public Comment:

Susan Mott pointed out that CCVESA and MSFA have been providing scholarships for decades.

Board Member Comments:

Linas Saurusaitis commented that the Apparatus Replacement Committee will be very consequential and their actions will set the set the tone going forward. They are being objective as they work toward a recommendation.

Linas Saurusaitis commented that several ESAC members' terms will be up next month and the group will need to elect/re-elect a Chair and Vice Chair. Also, possible bylaw changes will be coming.

Chief Robinson recognized Bruce Fleming for his years of service as President of CCVESA.

Action Items:

1. Callie and Richard Koons will get the approved DFEMS policies posted on the CCVESA website members only area.
2. Chief Robinson will continue to look into the insurance issue brought up at the March ESAC meeting.
3. Rick Baker and Chief Robinson will meet to discuss drafting requirements for the Data Analyst position

Linas Saurusaitis made a motion to adjourn. Dr. Murphy seconded. The meeting was adjourned at 21:00.