

DFEMS Staff Meeting

January 26, 2024

Hiring Update- HR/Bridget:

We have 85 total applications for the Year 3 positions.

FF/PM 5

PM 3

FF/EMT 56

FADO 21

36 not credentialed

49 are credentialed

33 signed up to take written test in Feb.

11 came to 1/24 info session

11 coming to 1/31 info session

7 candidates in hiring process now for possible 2/29 hire date.

2 FF/PM, 5 PM

COH Audiology reports still not in from appts on 1/3/24

EMS- A/C Stoner

- Update on Q/A
- Update on Paramedic Recert
 - Had 26, up from 13 last year
 - New topics include whole blood, new devices
- SOPs
 - Working on Lithium Battery SOP
 - ALS Controlled Substances SOP was recently revised

- Purchased several UEScopes and have had success. Would like to switch to these devices.
- Purchased several ultrasound devices. Need iPads in order to use them due to confidential information.
- Update on Stryker purchases
- Supply issues- medication backorders including Versed and Toradol
- Ketamine is being added to Shift Commander vehicle
- Follow up is needed on MOU with Carroll Community College

Training Health & Safety- A/C Brothers

Ongoing projects:

- LMS – Continuing to monitor progress, add classes and clean up the system
- Carroll OH – transitioning to new contact, working with volunteer contacts, working on non-job related injuries and illnesses
- Carroll OH – modified duty concerns
- Construction projects:
Warehouse: working with new oversight, meeting with various vendors
Phase 2 – Additional borings for retaining walls
- EST – Testing, starting Peaf and HazMat next week
- Vehicle maintenance

Plans Review- Bryan Van Fossen

- Permit activity is steady
- Biggest current project is grain mill in Hampstead being made into apartments
- Code issues from field staff can be forwarded to Bryan who will relay them to State Fire Marshall's office

Data Analyst- Katie Spurrier

- Working on annual report. She hopes to have a comment period after the report is released.
- Please let her know if any data looks incorrect
- There is a need to clarify/standardize language being used
- Working on a survey that will be sent to the fire chiefs in preparation for leadership retreat

EMS Billing- Amy Rigler & Jen Canary

- EPCR Issue Spreadsheet – importance of checking it daily and having providers correct errors so we can submit for billing/payment.

- Remind providers that if the incident is at a different location then patient address they must get patient address and put it in the PATIENT section.
- ESPP program is in process – it will be imperative that we have correct information on each patient that has a Medicaid program. DOB, address, correct spelling of name, detailed narrative.
- If a patient is being transported to a landing zone, please include in the narrative where that landing zone is located. Multiple denials for missing information on this topic.

Fire Support- Mike Hughes

- Carroll Lutheran School – making progress. Laura Matyas is actively working with the County Attorney's Office preparing necessary paperwork (Easements). Also have received a revised quote for the installation of a new 30K UGT form Tanks Direct.
- Michelle Lefeld in Procurement has taken the lead on the repair of the 30K UGT in Winfield.
- This morning I submitted a quote to the chief for replacement parts for our Public Access AEDs.
- I have spoken Mack – Op's Mgr of IIA – regarding hose, pump and ladder testing for 2024.

Quartermaster- Rob Schombert

- Fire Gear usage is up due to new hires, and volunteer elections.
- Currently working with Shift commanders to complete current employee uniform issues (issued shortages, damage, etc.).
- Monthly EMS Inventories – ongoing update of sheets for new items, usages, and clarity.
 - Need to discuss DFEMS ambulance minimum counts to aid in station EMS stock counts.
- Upcoming orders
 - Witmer/Firestore - Uniform shortages, Helmets/boots (DFEMS, and volunteer orders).
 - Irvine Hahn – Restock Badges, Name Plates out of stock.
 - Spiderweb – T-shirts, Job Shirts (Out of stock items)
 - MES – Scott Facepieces (items Out of Stock)
- Billing processing – going well.
 - Carroll Hospital sending invoices for Station medications picked up at hospital (since July '23). No account is setup yet for them. Working with Leah Beam to complete. Currently have 4 invoices for Sykesville, Westminster, Manchester, Mt Airy.

Administrative- Callie

- Working on updating database for volunteer/fire company drivers.
- Getting ready to begin volunteer background check process.

New Business:

- Chief Robinson will be sending information out to fire chiefs about upcoming leadership retreat on Feb. 24th. Will have several breakout groups to discuss different topics.
- Suggestion to bring support staff to take notes.