

# Garrett County Emergency Services Board

Meeting Minutes  
For  
October 23, 2006

Members present:

Ed McClellan  
Brad Frantz  
Terry Spear  
David Betz  
Jamie Rodeheaver  
Todd Dyche

Guests:

Dave Ramsey  
Dr. Rick Perry  
Ed Beckman

The meeting of the Garrett County Service Board was held at the WISP Resort in the Whitewater Conference Room.

The meeting was opened by Chairman McClellan at 19:00 hrs. The overview of the Board formation and duties was discussed, including ground rules and a meeting schedule. It was the consensus of the Board to meet on a bi-weekly basis, for a period not to exceed 2 hours, to begin with in order to address the major tasks assigned.

The next 2 meetings are scheduled for November 2 and 16 at WISP Resort, provided the conference area is available.

Following discussion regarding the administrative organization of the Board Brad Frantz was elected Vice-Chairman and Terry Spear Secretary.

Agenda Items:

Structure of the Committee – Dave Ramsey will research other comparable committees and report back at the next meeting.

Term Limits – a motion was properly passed to recommend the County Commissioners that the terms limits for the current Board be for a period of 2 years. During this time period the Board will review and recommend a plan for the staggered appointment of members.

Board Responsibilities and Duties – after a lengthy group discussion regarding this topic the Board agreed that a “Mission Statement” needs to be developed for presentation at the next meeting. Brad Frantz will prepare a draft Mission Statement that will address the goals and objectives of the Board. Also there was discussion regarding meeting procedures as they may relate to Roberts Rules of Order.

Review of the SWOT Report – members were advised to review the findings and subsequent recommendations contained within the report and bring any questions to the next meeting.

Dr. Perry expressed his concern, of the most pressing issue, of response time of EMS from time of dispatch to arrival at the patients side, these concerns was a result of the data collected and reviewed by the SWOT committee.

Brad Frantz reported that County Government is currently preparing RFP (request for proposals) for the implementation of a County funded LOSAP for Garrett County emergency responders.

Dave Ramsey briefly reviewed the SWOT goals and objectives as they related to manpower and implementation of the plan. Baseline data that was collected for the SWOT dates back FY '04 and needs to be collected and reviewed again.

This Board needs to review and define the overall objective of the SWOT Report to determine the best means for implementation.

Discussion regarding the possibility of a County-wide Incentive Program for EMS and ways to provide start-up funding for implementation could be a solution to issues addressed within the SWOT Report.

Establishing Garrett County EMS Council (as recommended in SWOT Report) and its contributions to the Emergency Services Board was discussed. In the interim Dr. Perry, Jurisdictional Medical Director, or his designated alternate will be appointed along with representatives from Northern and Southern Rescue and the allied health agencies to begin meetings.

Chairman McClellan discussed the synopsis of this meeting:

- 1) Response times of EMS
- 2) Incentive Program
- 3) LOSAP

Next Meeting Tentative Agenda:

- 1) LOSAP Update
- 2) Q/A SWOT Report
- 3) Review Mission Statement
- 4) Dissemination of Information from Board Meetings