



EMERGENCY SERVICES BOARD MINUTES

August 21 2014

MEMBERS IN ATTENDANCE:

Lou Battistella, Chairman – General Public
Ed McLellan – General Public
Richard Carlson – Chief Committee
John Frank, Director, PS& EM
Sonny Vincent, Citizen Representative
Paul Harman – Northern Garrett Rescue Squad
Johnny Mayne – Southern Garrett Rescue Squad
Alex Mellott – Fire & Rescue Association

GUESTS:

Wayne Tiemersma, EMS
Dwayne Kitis, MIEMMS
James Raley, Commissioner
Dick Bolt, Citizen
Carol A. Riley-Alexander, Secretary

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Chairman Battistella.

APPROVAL OF MINUTES

The minutes of the May 22, 2014 meeting was distributed for review and comment via e-mail prior to the meeting. Richard Carlson made a motion to accept the minutes with corrections. Alex Mellott seconded the motion and the motion carried unanimously.

REPORTS

1. LOSAP –The steps when applying for LOSAP Benefits were discussed.
 - ❖ Step 1: All LOSAP documents are to be given to the Department of Public Safety & Emergency Management (PS&EM) for auditing purposes and maintaining the census.
 - ❖ Step 2: Once an individual becomes eligible for retirement benefits, PS&EM will submit a Benefit Calculations Request Form to Garrett County Department of Human Resources. The *Benefit Calculation Request Form* is on-line for easy access for eligible members at <http://www.garrettcounty.org/resources/emergency-services/pdf/LOSAP-Retirement-Request-Form.pdf>
 - ❖ Step 3: The Department of Human Resources will then forward the *Benefit Calculation Request Form* to CBIZ who will in turn provide the retirement forms to the eligible member.

LOSAP Actuary Study: CBIZ will also be in charge of the LOSAP Actuary study.

Lou Battistella stated he will contact Monty Pagenhardt, County Administrator to have this issue clarified.

2. Tichnell Scholarship Update: Mr. Frantz was not able to attend the ESB meeting but e-mailed Chairman Battistella his update. Chairman Battistella read the update to the Board stating that Mr. Frantz has been coordinating with new and existing scholarship winners, providing appropriate information to them, the school they will be attending, or the fund administrator (Boal & Associates). For the current year, \$15,000 has been designated to four recipients. \$5,000/each to new awardees and \$2,500 to previous awardees.
3. Emergency Services Club: Chairman Battistella read Mr. Frantz's written update to the Board stating that Mr. Frantz has taught classes on Hands Only CPR to a Boy Scout Troop and a local church. He is attempting to arrange training/demonstrations during Autumn Glory using students from Northern and Southern High Schools. Mr. Frantz will also be offering Hands Only CPR to all

incoming students at Garrett College during orientation. He is also in the process of making arrangements to teach Hands Only CPR to all 10th – 12th graders during the course of the school year using the activity periods at both schools.

4. Reports From Public Safety & Emergency Management:

- A. Deep Creek 2014: Mr. Frank stated PS&EM are in the final stages of preparations for DC 2014. He has been in close contact with Homeland Security with the precautions of dealing with several counties and the large influx of people anticipated. Tickets sales are over 3,000 with an increase in sales expected. Traffic Patterns for the event were discussed.
- B. Radio System: Emergency Services has purchased nine (9) VHS frequencies for the County. The Grantsville WAGIN is having problems with the interoperability which is being worked on. Fire Companies and Rescue Squads are being offered the assistance of Justin Orendorff to program their radios to save money.

5. 9-1-1 Center Report & Response Activity & County Staffing Issues:

- A. Wayne Tiemersma distributed a packet summarizing the response data (response time, delayed calls, failed responses, and secondary response) for all the stations and explained the data presented.
- B. QA/QI: Mr. Tiemersma spoke with the Ron Shaffer, State Compliance Officer concerning the compliance process. A report on Garrett County's evaluation will be distributed to the Emergency Services Board and the Board of County Commissioners once completed. At this time, Garrett County does not have a signed medical agreement. Mr. Tiemersma would like to get a new agreement completed and will begin the process in doing so.
- C. Helicopter: The State of Maryland purchased new helicopters. Unfortunately, these new helicopters are too heavy to land on the WVU helipad. Options of landing locations in Morgantown have been discussed, but too many variables with location and traffic is a deterrent. The alternatives are to use Johnstown and Pittsburgh area hospitals or use WVU Healthnet. A plan of action is in place to work out the best option for the patients.
- D. EMS Coverage: Staffing at all the stations are at a critical point with covering shifts. Each week there is twenty-three (23) shifts that need covered. Volunteers are not filling the shifts due to vacations, sick leave, and other job responsibilities. Alternative coverages were discussed.
- E. ALS MOU:
 - ❖ Mutual Aid Agreement: The three (3) fire departments that are ALS qualified for their chase vehicles asked for a reimbursement policy. The ALS Mutual Aid Reimbursement Committee was formed and recommended a \$150 flat fee per call for ALS services for a six (6) month trial period. All departments approved this but Northern Garrett Rescue Squad (NGRS). A second proposal was made for 35% of the collected fees. Instead, NGRS offered 30% of the collected load fee, which equates to about \$60 - \$80 per call. To date the other departments have not accepted NGRS's proposal.
 - ❖ Paul Harman discussed NGRS reasoning behind not agreeing to the proposed amount. The Board asked Mr. Harmon and Wayne Tiemersma to speak to the NGRS membership again to see if they would reconsider this agreement and explain to the membership the alternatives if an agreement is not met. It was noted Departments can bill squads for mutual aid as is done by several other entities.

- ❖ Discussion on the reimbursement of Med boxes for the Fire Departments. This topic will be included in the Memorandum of Understanding.
- ❖ Currently there is no Mutual Aid Agreement Memorandum of Understanding between the fire departments and rescue squads for ALS upgrading. All departments were informed that if no agreement can be made this issue would be taken to the Emergency Services Board. Alex Mellott pointed out that the issue is a financial one, not a question of service. He questioned whether this financial negotiation is an EMS Board issue.
- ❖ Jim Raley stated that he feels the Emergency Services Board should take these issues to the Board of County Commissioners who would then consult with their legal counsel to see what the options would be. The County has the obligation to provide a standard level of care.

OLD BUSINESS:

- A. **SWOT:** A letter executed by the Board of County Commissioners to Dr. Alcorta requesting a SWOT review was distributed along with copies of a self-study document assessing the SWOT Agreement for the board to review and provide any feedback or corrections if needed. The Emergency Services Board, on a motion by Edward McLellan, which was seconded by Sonny Vincent and carried unanimously agreed to mail the letter and self-study document to Dr. Alcorta requesting a SWOT review.

NEW BUSINESS:

- A. **ESB APPOINTMENTS:** The current Emergency Services Advisory Board terms of appointment will end on November 3, 2014. Chairman Battistella asked each organization (SGRS, NGRS, Chief's Committee, and Fire & Rescue Association) to submit to him names of individuals for appointment/reappointment.

Once received, these names will be submitted to the Board of County Commissioners for appointment along with a recommendation that the Emergency Medical Services Chief be added as a member to the Emergency Services Advisory Board bringing the membership to a nine (9) member board.

- B. **MARCELLUS SHALE EMERGENCY PREPAREDNESS:** Commissioner Raley briefly discussed information from the Marcellus Shale Committee concerning emergency preparedness incidents not handled by the State that may occur if shale gas is developed in Garret County.

NEXT MEETING:

Date: November 20, 2014
 Time: 4:00 p.m.
 Location: County Commissioners Conference Room

With no other business, the meeting adjourned at 5:54 p.m. on a motion by Alex Mellott, which was seconded by Paul Harman and carried unanimously.

MINUTES APPROVED BY: _____ DATE: _____
 Lou Battistella
 Chairman

REMAINING 2014 MEETING DATES:

