



# EMERGENCY SERVICES BOARD MINUTES

## February 26, 2015

### MEMBERS IN ATTENDANCE:

Lou Battistella, Chairman – General Public  
Ed McLellan – General Public  
Richard Carlson – Chief Committee  
John Frank, Director, PS& EM  
Sonny Vincent, General Public  
Paul Harman – Northern Garrett Rescue Squad  
Johnny Mayne – Southern Garrett Rescue Squad  
Rich Ford – Fire & Rescue Association  
Wayne Tiemersma, Emergency Medical Service

### GUESTS:

Shelia Mahaffey, Secretary  
Sgt. Alex Kelly, MSP Aviation Unit  
Shaina Saturday

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### CALL TO ORDER

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

### APPROVAL OF MINUTES

The minutes of the November 20, 2014 meeting were distributed for review and comment via e-mail prior to the meeting. Paul Harmon made a motion to accept the minutes. Richard Carlson seconded the motion and the motion carried unanimously.

On a motion by Ed McLellan, - Lou Battistella will remain the Chairman of the ESB Board for the next two years; the motion was seconded by Sonny Vincent and carried unanimously.

### REPORTS

1. LOSAP: Scott Weeks, Director of Garrett County Department of Financial Services updated the Board on the LOSAP Trust Assets via email per Mr. Battistella. As of the latest actuary report the total pension fund was \$385,343 as of the January 31, 2015 report. The assets in the plan were \$861,172 which shows the plan is overfunded by \$475,829 or 223%. To date, two people Donald Harvey and Paul Wilson from Bloomington VFD retired as of January, 1, 2015 and are receiving retirement benefits of \$28.00 per year. Carol Riley received the \$3,000.00 burial benefit on behalf of her late husband Charles Riley.
2. Tichnell Scholarship Report: Mr. Frantz was not able to attend the ESB meeting - no update available.
3. Emergency Services Club: Mr. Frantz was not able to attend the ESB meeting no - update available.
4. Reports From Public Safety & Emergency Management:
  - A. Planning Committee Meeting: Mr. Frank informed the committee that he attended a Planning Committee Meeting on February 4, 2015 to explain procedures that are in place if a hazardous materials incident would happen. The Hazardous Materials Team for Garrett County is still developing. Garrett County has twenty Hazardous Material technicians. The Hazardous Materials Plan for the county was adopted by the County Commissioners at their February 23, 2015 meeting. DaVina Griffith from Risk Management is working on a Workers Compensation Plan for the Hazardous Materials technicians. Mr. Frank is trying to obtain funding for twenty two (22) hazardous material kits for the counties fourteen (14) fire and rescue teams, mutual aid companies and for the law enforcement community. Mr. Frank is also asking for training monies for the individual fire companies similar to a SWOT

analysis. Also requested was increased enforcement for roaming commercial vehicles for Maryland State Police.

- B. Emergency Management Preparedness: Mr. Frank stated the new Board of County Commissioners is very concerned about the state of preparedness for Garrett County. The Oakland Propane Truck spill and DC 2014 Event really helped Emergency Management to be better prepared for situations in the future. There is a complete PowerPoint presentation and booklets on strengths and weaknesses and improvement strategies available if anyone is interested. The presentation and booklets have been offered to the Fire and Rescue Association and The Chiefs Committee.
  - C. Maryland First Initiative: Mr. Frank requested a twenty minute timeframe at the next ESB meeting for Virginia Smith, Planner for Emergency Management who is on the State Committee for Maryland Net and First Radio Initiative to give an overview of the development of the program as it pertains to public safety. Also, there are plans to set up displays at the Miltenberger Seminar and Public Safety Day. Mr. Frank had a meeting today with Maryland Net and First Radio Initiative in Washington County and is going to schedule a meeting with all interested parties in Garrett County, Allegheny County, neighboring West Virginia and Pennsylvania counties which run mutual aid to make sure all parties have a full understanding of what is going on at each tower site.
  - D. Weather Events: Mr. Frank advised the committee of the weather activation triggers for Garrett County.
  - E. Generator Projects: Peggy Jamison is working on the generator projects for Grantsville and Friendsville Fire Departments since they have been designated eligible sites to be evacuation and warming centers. No checks have been cut to date.
  - F. New EOC Facility: As previously stated the new Board of County Commissioners are very concerned about the state of preparedness for Garrett County and are very supportive of a new EOC facility providing funding is available. Initial concept and design have been drawn up for the new EOC facility in the McHenry Business Park. In-house services will be used to help construct the facility to keep costs down. Senator Barbara Mikulski is very supportive of a new EOC and Clay Stamp the new Director of MEMA requested a meeting with the Board of County Commissioners and Monty Pagenhardt to show his support for a new EOC facility.
5. EMS Chief Report:
- A. Helicopter Issue: Mr. Tiemersma introduced Sergeant Alex Kelly, MSP Paramedic and crewmember of the new AW139 aircraft – Trooper 5. Sergeant Kelly greeted the board and gave his credentials as a pilot and paramedic and updated the Board of the increased crew size for the new aircraft. The crew consists of two pilots up front in the aircraft, two medical providers in the back; a state trooper paramedic is always on board. Sergeant Kelly discussed the weight issue of the new helicopter not being able to land at Ruby Hospital because it is too heavy. A verbal agreement was made last year enabling the helicopter to land in the back corner of the Ruby Hospital parking lot. When Ruby Hospital personnel were contacted months later about the landing agreement, the response was that it was not a viable option and the new helicopter would have to land at the Morgantown Airport and transport patients via ground transport to the hospital. No rationale or explanation from the hospital was given for the decision. Therefore, MSP Aviation is not using Ruby Hospital. All MSP Aviation transported patients are either taken to the Pittsburgh or Johnstown medical facilities.

A motion was made by Ed McLellan and seconded by Paul Harman and the motion carried unanimously to write a letter of concern about the landing situation at Ruby Hospital. A letter to be drafted by Mr. Kelly, Mr. Frank and Mr. Tiemersma will be forwarded to Mr. Battistella who will submit the letter to the Garrett County Commissioners for approval to send to Ruby Hospital.

- B. EMS Response Time: Mr. Tiemersma, EMS Chief distributed a packet summarizing the response data (response time, delayed calls, failed responses, secondary responses, and location patients are taken, etc.) for all the stations and explained the data presented. Squad coverage was also discussed.

WISP: Garrett Medical tried to get a contract with the WISP for ambulance coverage but WISP personnel would not sign a contract because Garrett Medical wanted a stand-by fee and the WISP was not willing to pay that fee even though they want an ambulance on site. There is no written protocol by the WISP as to what patients would be transported by ambulance. Mr. Harmon, speaking on behalf of the Ski Patrol, added that if a patient needs to be transported on a backboard or if the patient is alone an ambulance is required; if a patient has a broken arm for example they are transported by private vehicle. The WISP is currently billed for ambulance calls. (The State of Maryland is getting away from back boarding patients.)

- C. Emergency Medical Services Operational Plan (EMSOP). Mr. Tiemersma updated the Board on the verification of EMSOP process. The review process is completed and is 100% compliant. The medical agreement between the County Commissioners and Dr. Perry as the Medical Director was finalized in December 2014. Dr. Perry has advised that he would like to bring on Dr. Rikhye as Associate Medical Director and make the transition of Medical Director to Dr. Rikhye at some point. To make this happen the ESB should provide the Garrett County Commissioners a letter requesting to appoint Dr. Rikhye as Associate Medical Director.

A motion was made by Wayne Tiemersma and seconded by Ed McLellan and the motion carried unanimously to write a letter to the Garrett County Commissioners requesting the appointment of Dr. Rikhye as Associate Medical Director.

- D. ALS Mutual AID: This agreement has been written and is out for comment. Mr. Tiemersma has the signature sheet and will obtain all appropriate signatures. There is now an agreement that is jurisdictionally for ALS Upgrades between the rescue squads and the fire departments.
- E. Miltenberger Seminar: The Miltenberger Seminar is scheduled for April 10 and 11, 2015 at the WISP.
- F. CO Detectors: A new protocol mandate that may be changing is CO Detectors in the ambulances and at the scene with a patient. CO detectors are to be in the front and back of a unit or one portable CO Detector. This mandate has not been approved yet.
- G. Provider Proficiency Requirements: Mr. Tiemersma attended a meeting with Dr. May about proficiency requirements. The purpose is to have a process in place that provides documentation that people are proficient in their skills to provide to the Medical Director. Garrett County has had very few proficiency issues. This procedure is in place almost everywhere except for Garrett County. Garrett College is putting the evaluation form together. The MOU between the Medical Director and training center is already drafted.

- H. QAQI: Vicki Walker is doing validation had an IT issue with deleting calls which has been resolved. Mike Hoover did medications and procedures, Mike is no longer an employee so Mr. Tiemersma asked Jon Hamilton to take this duty on and also be an infectious control officer for the county. Jon's job would entail making sure proper procedures are in place for different unforeseen scenarios and also insure a rehab policy is in place.
- I. QA Committee: Three cases came before the medical review committee. Two cases were closed with dispositions and one case has been tabled. No hearing date has been granted or scheduled for this case and Dr. Perry wants to review it.

**OLD BUSINESS:**

- A. SWOT: A pre SWOT meeting is scheduled for April 24, 2015 with Dr. Alcorta, the SWOT meeting will be held on April 25, 2015. Letters have gone out to all fire and EMS departments for their response. Mr. Tiemersma will send a letter to the Ski Patrol. Dr. Seaman has taken over as Executive Director of MIEMMS he is responsible for the co-ordination of all of Maryland's EMS systems; he had his first meeting last month to introduce himself in his new capacity.

**NEW BUSINESS:**

- A. Public Safety Day: Shaina Saturday introduced herself and announced that Garrett County Public Safety Day will be held Sunday, June 14, 2015 from 1:00 p.m. to 6:00 p.m. at the Garrett County Fairgrounds. The Fair board approved her application and agreed to rent the facility at a reduced cost of \$1,000.00 instead of \$1,600.00. The Fire Rescue Association agreed to contribute \$500.00 to support Public Safety Day. The Emergency Services Board will compose a letter to the County Commissioners and recommend they match the funding of \$500.00 to support Public Safety Day.

John Frank made a motion to request funding from the County Commissioners for \$500.00 to support Public Safety Day. Richard Carlson seconded the motion and the motion carried unanimously.

- B. Accountability Tags: New fire department members need accountability tags; these are issued from the 911 center. Currently there is no funding available to purchase new tags. A fireman is to have two accountability tags. One tag is to stay on the person and the other tag is to stay with the vehicle in order to account for those who are on the call.

**NEXT MEETING:**

The next meeting of the Emergency Services Board is May 21, 2015 at 4:00 p.m.

With no other business, the meeting adjourned at 6:00 p.m. on a motion by John Frank, which was seconded by Ed McLellan and carried unanimously.

MINUTES APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 Lou Battistella  
 Chairman