



EMERGENCY SERVICES BOARD MINUTES

May 19, 2022

MEMBERS IN ATTENDANCE:

Lou Battistella, General Public
Wayne Tiemersma, EMS Chief
Bill Ingram, General Public
Terry Spear, Northern Rescue Squad
Alex Mellott, Fire and Rescue Association
Justin Orendorf, Bittinger Rescue Squad

GUESTS:

Shelia Mahaffey, Emergency Services
Curtis O'Neal, Emergency Services
Dwayne Kitis, MIEMSS

CALL TO ORDER

This Meeting was called to order at 4:05 p.m. by Chairman Battistella.

APPROVAL OF MINUTES

The February 17, 2022, minutes, were distributed for review and comment via e-mail prior to the meeting. Alex Mellott made a motion to accept the minutes. Wayne Tiemersma seconded the motion and the motion carried unanimously.

REPORTS

- **Emergency Service Clubs**
 - The Emergency Service Clubs will be reorganized for the Fall of 2022.
- **Chief's Report – Emergency Medical Services**
 - Wayne Tiemersma distributed a report summarizing the response data (response time, delayed calls, failed responses, and secondary response) for all the stations and explained the data presented. The report is attached for reference.
 - New protocols for medications are coming out July 1, 2022.
 - Training will be conducted for new medication, TXA is an antifibrinolytic agent used to prevent traumatic exsanguination.

OLD BUSINESS

- Replacement for an Emergency Service Board Citizen Representative – Any suggestions for a new citizen representative are to be emailed to Lou Battistella who will gather names and will forward to Kevin Null. The County is advertising for a Civilian at Large Position to fill the vacancy.

NEW BUSINESS

- Per County Administrator, Kevin Null the new Fire Marshal will start working for the county on May 23, 2022. However, an MOU through the State Fire Marshal's office will need to be approved by several agencies and a public hearing will be held to approve the ordinance so the fire marshal can officially start his duties as the fire marshal probably in August 2022.
- A Fire Inspector will be hired at some point to report to the Fire Marshal.
- A new fire truck was purchased for the Hazmat Team for \$40K.

NORTHERN GARRETT RESCUE SQUAD

- A new ambulance will take at least 18 to 24 months to arrive. Terry Spear informed the committee that they found two ambulances in Harrisburg, PA and NGRS is to have a virtual board meeting and vote on purchasing a new ambulance.
- Terry Spear requested all documents prepared by the county be generic for inner-departmental management.
- If things don't turn around soon the NGRS the county may have to take over. Kevin Null requested a timeline for NGRS to recover. Terry Spear would like to have until the next ESB meeting which is scheduled for August 18, 2022.

- Supply replacement – GCRS needs to have a timely replacement system in place. NGRS had two outdated drug boxes which contained narcotics. The EMS Chief took pictures, documented, and disposed of the contents of the boxes.
- NGRS has two new volunteer drivers.
- At the last Board meeting it was decided each EMT will receive \$500 to start and will receive a free cell phone if they work 24 hours per month
- Mr. Battistella suggested that it would be a good idea to have an administrator for the squad and requested a monthly update to the ESB.

NORTHERN GARRETT RESCUE SQUAD (Per Wayne Tiemersma)

NGCRS Action Plan Concerns – Post Report Review Operations

- Scheduled maintenance plan of vehicles with a file of documented history.
 - I have not requested to review them. Records may have a file; however, a clear maintenance plan has not been articulated. Vehicle are serviced when safety items are identified. There continues to be a practice of deliberate indifference on this issue.
 - All four ambulances were OOS end of April into March. Ambulance 951 was utilized three weeks as a first line unit during this time frame.
 - Ambulance 922 still has an unresolved O2 leak (several months).
 - Ambulance 922 has an unresolved broken rear bumper since the beginning of April.
 - Ambulance 924 has unresolved exhaust issues since the end of March)
- Scheduled ambulance replacement standards.
 - A replacement plan has not been articulated other than this budget cycle.
- Timely documenting of repairs for identified mechanical concerns.
 - Refer to above unit concerns. Unit issues are timely identified by staff through reporting platform; however, items do not always get addressed in a timely fashion.
 - GCES does not have access to maintenance records.
- Timely Inspection documentation (Elite).
 - Drivers access to Elite platform and driver’s checklist completion is unresolved.
 - MIEMSS inspection is not due again until October 2022. Units this past year did not complete inspection until December.
- Personnel Scheduling and accountability including daily inspection and post call replacement.
 - There has been an increasing lack of driving coverage for station 3. GCES has had to place a second clinician in station with availability.
- Defined employee onboarding process (standards, orientation, credentialing, EVOC, etc.).
 - EVOC completion process is unresolved,
 - Onboarding process is still unresolved (driver and clinicians).
 - Current EMT student has not been given appropriate guidance or mentoring by squad officers.
- Department level management and quality assurance follow up (Clinician quality and dependability). Timely documented response to incident review, etc.
 - NGCRS has no identified squad level system review.
 - Squad level employee management is not present in real time and concerns are reported through GCES management.
 - Oversight and training are defaulted to county staff and officers.
- Tracking accountability of county issued equipment (grants, etc.). We currently still have a missing radio.
 - After radio had been missing for approx. 8 months a deadline of February 28th was issued for return of radio to avoid criminal investigation process. Radio was returned at the end of February to Station 1.

EMS Supplies

- Patient care equipment repair/replacement.
 - No current issues identified. GCES did assist with replacement of needed IO Drills.

- Unreliable availability of consumable EMS supplies (IV, bandaging, airways, cardiac pads, etc.)
What is the inventory replacement process?
 - Supply replacement process remains grossly inefficient. There continues to be no identified system in place for timely replacement in stations. Even after items are identified. Items purchased are not always correct for needed function.
 - GCES has offered an inventory tracking process and spreadsheet and is in process of setting up an internal process for station 3 due to an unresolved established system.
 - Follow up on delivered notifications and delivery to stations are erratic.
 - A daily supply notification process has been set up in Elite for emergent needs.
 - A stockpile of undocumented controlled substances in outdated drug boxes were recently located in a supply room by a GCES Lt. GCES recovered the medications and disposed of the medications and vials.

Organizational

- Department meetings have not been held on a regular basis.
 - NGCRS have been conducting meetings monthly since initial report.
- There is often not a quorum to conduct business.
 - NGCRS has reestablished the requirements to obtain quorum, but meeting remain to be held with a skeleton number of personnel.
- Is there an established and functional ORC (Officers) and Board of Directors?
 - The board positions have been filled.
 - There is not a functioning ORC.
 - Administration function processes are confusing and seem inefficient (Ex. Tax documents were received the middle of March).
 - The continues to be a Chairman/Chief dual role due to lack of personnel.
- The Board does not appear to functionally exist or have a quorum within itself. We have received email acknowledgement, but MOU has not been signed.
 - Signed copy of MOU has been verified.
 - Functionality of the board continues to be unknown.
 - NGCRS is currently in breach of the EVOC requirement and sustaining a first line ambulance in each station without 951 as a backup unit.
- NGCRS appears to operating day to day without short term goals or a functional long-term plan. Delinquent payment by vendor/utility notices.
 - NGCRS continues to function with a decreasing number of clinicians and drivers.
 - NGCRS would not function at either station without GCES staff assistance.
 - The financial health of the organization is unclear.
 - Most concerns can be corrected by means of a process driven system that continues to not be established throughout the organization. The responsibility usually falls back on 1 or 2 individuals and is not shared sustainably throughout the organization.

MIEMSS

- GCRMC will be conducting an audit of the ER on July 22, 2022.
- Garrett College had 21 ALS graduates.
- **EMT Education Stipend Program Details**
 - Must attend a Maryland Ed Program to qualify for the stipend.
 - Must be at least 16 years of age.
 - Must finish the full program and pass the NREMT Exam and the MD Practical Exam to receive a certification.
- **Education Stipend Details**
A stipend of up to \$2,000 will be distributed to up to 500 students* in escalating payments during the course of training.
 - \$200 after completing their first assessment with at least a 70% as attested by the course instructor;

- \$300 after completing their second assessment (or halfway point) with at least a 70% as attested by the course instructor;
- \$300 after completing the EMT program with at least a 70% as attested by the course instructor;
- \$200 after completing the MIEMSS internship package, as attested by the course instructor;
- \$1,000 after passing the National Registry of Emergency Medical Technician cognitive exam within 3 attempts (required for certification in Maryland).
- Can be used to help supplement tuition costs, educational supplies or living expenses while taking the EMT program.
- Stipend installments are dependent on attendance and grades. Please see application for more details.

LOSAP

- The Committee reviewed the updated LOSAP Plan. The updated plan is to be typed into a new word document.

2022 MEETING SCHEDULE

- The 2022 Emergency Services Board meeting schedule is, August 18, 2022, and November 17, 2022. Special meetings may be scheduled if deemed necessary by the Board.

NEXT MEETING:

The next meeting of the Emergency Services Board is scheduled for **August 18, 2022, at 4:00 p.m. at the EOC, 32 Outfitter Way McHenry. Please enter from Deep Creek Drive.** With no other business, the meeting adjourned at 5:29 p.m. on a motion by Alex Mellott, which was seconded by Wayne Tiemersma and carried unanimously.

MINUTES APPROVED BY: _____ **DATE:** _____

LOU BATTISTELLA
Chairman