

**Emergency Services Advisory Council**  
**Meeting Minutes**  
**2/17/2021**

**Present:** Commissioner Steve Wantz, Director of Fire/EMS Robert McCoy, Dr. Mike DiNapoli, Linas Saurusaitis, Dan Plunkert, Gene Curfman, Rick Baker, Eddie Ruch, Dave Coe, Kyle Stull, Bruce Fleming, Lynn Karr-Kratz, & Deric Dunn, & Tina Mawhinney.

**Not Present:** Mike Thompson

**Chairman (Rick Baker):**

- Pledge of Allegiance.
- Roll Call of all members.
- Introduction of guests: Union President- Michael Karolenko.
- Minutes from January Meeting – Approved following two corrections made.
- Turned meeting over to Commissioner Wantz to start off the member reports period.

**Commissioner Wantz:**

- Brief discussion on the COVID vaccine and the county entering phase 1B of vaccine distribution. Commissioner Wantz mentioned that he would like to see vaccines distributed at our local Health Department.

**Director McCoy:**

- Mentioned to the members that there will be 10 new Standard Operating Procedures that will be introduced following the meeting.
- Informed the members that the status of presenting at Commissioner meetings on behalf of the Fire/EMS Department and budget updates will be on a weekly basis.

**Medical Director (Mike DiNapoli):**

- Expressed his gratitude towards the EMS providers who have assisted with the distribution on the covid vaccine for first responders.
- Mentioned the importance of having quality ALS provider to continue to meet the needs of the growing county.

**CCVESA President (Bruce Fleming):**

- Update to the council that the volunteers are continuing to work with Director McCoy, meeting monthly with the Executive Board of the Association.

**CCVESA EMSOPS & FROPS Committee (Dave Coe & Eddie Ruch):**

- Eddie Ruch mentioned that the FROPS Committee is currently constructing a 2-in-2-out policy, evacuation policy, fireground operations policy, as well as a policy for minimum standards/guidelines for firefighters, as requested by Director McCoy.
- Dave Coe mentioned that the EMSOPS Committee is working on a Re-Route Policy that directly relates to Carroll Hospital Center.

**Board Member Comments:**

- The comment period for Standard Operating Procedures will end 30 days after the policy has been presented.
- The council members mentioned that they would like to have copies of the Gantt chart that the Director has constructed.

**Old Business** (*Rick Baker*):

- 2-3 Duty Chief- This Standard Operating Procedure was not passed by voting members.
- 2-6 Safety Officer- All were in favor of voting for this Standard Operating Procedure.
- 2-7 Operational Reports- All were in favor of voting for this Standard Operating Procedure.
- 5-1 Reserve Engine- All were in favor of voting for this Standard Operating Procedure.
- 6-1 Burn Building- All were in favor of voting for this Standard Operating Procedure.
- 6-2 Minimum Officer Training Standards- This Standard Operating Procedure was not passed by voting members. The EMS requirements will need to be added and a clear definition on how the standards will impact the levels of care and training.
- 13-1 Carroll County Haz-Mat- All were in favor of voting for this Standard Operating Procedure.

**Transition Status** (*Director McCoy*)

- Gantt chart introduction to council- The chart was constructed for the Commissioners meeting.
- Commissioner Presentation on Thursday, February 18<sup>th</sup>, 2021 will discuss the budget requests for the Fire/EMS Department.
- Commissioner Presentation on Thursday, February 25<sup>th</sup>, 2021 will discuss the proposed hiring schedule/plan for FY22.
- The Request for Proposal for EMS Billing is being finalized.
- Mentioned it is proposed that funds get set aside each year for station repairs.
- Reiterated the proposed plan that the county wished to purchase the EMS Fleet from the volunteer corporations.
- Director McCoy acknowledged that there is a shortage in resources.
- Closing comment that the Director needs information on response/turnout times for Emergency Operations. The goal is to meet all the NFPA guidelines.

**Statistics** (*Eddie Ruch*):

- Eddie mentioned that he will be sending all information over to Director McCoy for review. He is working on continuing to collect information and is setting up a meeting with Keystone.

**New Business** (*Rick Baker*)

- Detailed discussion with the council about the roles and responsibilities that the ESAC holds. The council is meant to be used as a sounding board for the Commissioner and the Director to have an understanding on all stakeholders concerns & comments.

**Action Items** (*Rick Baker*)

- Continue to discuss at each monthly meeting the transition process of hiring career county personnel.
- Dave Coe will continue to work on the EMS Training Levels and Hours.
- Eddie Ruch will send the statistic request to the Director and Fire Officer Training Levels and Hours.

- Rick, Linas, Dave and Eddie will meet to determine which policies need to be updated for the Fire/EMS Department. In particular the needed policies concerning EMS operations in the new county fire department.
- The staffing chart and the Gantt chart will be sent to the ESAC for review.
- Review the 10 new policies that were uploaded to the SharePoint website.
- The next ESAC meeting date will be on Wednesday, March 17<sup>th</sup>, 2021 at 19:00 hours.
- ESAC meeting was adjourned at 21:40 on 2/17/21