

Emergency Services Advisory Council

March 16, 2022 Meeting Minutes

Members Present: Rick Baker, Director Michael Robinson, Commissioner Steve Wantz, Eugene Curfman, Robert Buckley, Bruce Fleming, Dan Plunkert, Michael Karolenko, David Coe, Dr. John Murphy, Lynn Karr-Kratz, Linas Saurusaitus (virtual) and Suzanne Swisher (virtual)

Members Absent: Dr. Mike DiNapoli, Eddie Ruch

Guests: Susan Mott, 1st VP CCVESA

Chairman Baker opened the meeting at 19:10 with the Pledge of Allegiance.

Chairman Baker asked for a motion to approve the February meeting minutes. Motion by Dr. John Murphy, seconded by Danny Plunkert. The motion was passed.

Chairman Baker asked if any council representatives had comments.

-Gene Curfman reported that his ESAC term expires in June and he is not seeking reappointment. The fire departments that Gene represents are aware and know they have to nominate someone to fill his position.

-Director Robinson commented that Gene Curfman's knowledge and experience has made him a tremendous asset to the group.

-Michael Karolenko commented on the good discussion and questions brought up during the MOU taskforce meeting. The group has produced a solid document and he looks forward to seeing the process move forward.

Director's Report:

-The Director and CCVESA President Fleming will present the proposed fire/EMS department budget to the Commissioners at a FY23 budget session on March 31st at 13:30.

-There will be changes in leadership as several county government department heads are leaving, including the Comptroller, Director of Public Works and Director of Human Resources. Also, four new Commissioners will be elected this year.

-Friday March 18th is the deadline to apply for the EMS Officer and Training, Health & Safety Officer positions. There are about 20 applications submitted so far. The Director will be developing interview questions and putting together an interview panel. Interviews start the first week of April and the new hires will hopefully start on May 12th.

-The new ambulance will be delivered soon. Because it is titled to Carroll County Government, drivers must fill out a release form.

-The Director discussed the hiring process. Other counties with higher pay scales will be hiring at the same time as Carroll County. The shift configuration and opportunities for overtime will be a selling point. The county is working on hiring background investigators that will complete investigations on potential Fire/EMS employees.

Commissioner's Report:

-Commissioner Wantz reported that Director Robinson gave a great staffing presentation to the Commissioners on March 1st; however, the plans are not ready to be presented to ESAC. Director Robinson was asked to develop different plans which will be presented March 31st during the budget session.

-Due to COVID, the county is still limiting the number of people allowed in the room during open session, but anyone can tune in virtually.

-Commissioner Wantz suggested that ESAC discuss the staffing plans at the April meeting. However, FY23 budget work sessions for the commissioners are currently planned to be over on or around 19 April. ESAC is scheduled to meet on 20 April.

Michael Karolenko made a motion to add an additional ESAC meeting on April 6th at 19:00 to discuss Dept of Fire & EMS staffing, seconded by Dr. John Murphy. The motion was passed. The Staffing plan will be the only scheduled discussion on April 6th. The regular ESAC meeting will still take place on April 20th.

Nothing to report from CCVESA President Fleming.

Committee Reports:

FROPS: Eddie Ruch not present.

EMSOPS: Nothing to report.

Old Business:

Strategic Plan Update

-Chairman Baker and Callie met this week to go over the strategic plan which is about 90% completed. They will meet again next week along with the Director and CCVESA President Fleming to complete editing before the graphic design and printing stages.

Statistics Update

-Chairman Baker reported that Eddie Ruch is still completing much of the daily statistics calculations manually.

-Chairman Baker sent the letter requesting statistics to the County Commissioners as previously discussed and received one response from Commissioner Bouchat.

-Commissioner Wantz commented that the letter has been taken to Public Safety and Director Scott Campbell is working on the issues.

-Director Robinson commented that he met with Scott Campbell as well and discussed statistics. The Director would like to create a statistics taskforce with Eddie Ruch and others.

Staffing Plans

-Director Robinson gave a presentation highlighting areas of consideration for staffing as well as an overview of the six field positions the department will be hiring and the credentials required for each.

-Chairman Baker suggested adding aerial operations to the Lieutenant position requirements.

-David Coe noted that there is not a clear chain of command between the two lieutenant positions which could lead to issues. He suggested they be different pay grades.

-The Director discussed a scenario where only five core stations (as shown on the heat map) would be staffed by the county and the remaining stations would receive no further county funding. He asked ESAC members to send their suggestions and feedback on this staffing scenario to Chairman Baker.

Chairman Baker asked for a motion for ESAC to recommend the following:

-Support the concept of staffing the five “core stations” for FY23.

-Add full-time staffing to a third unit at Westminster.

-Continue to provide CCVESA funding for staffing at the eight additional stations currently receiving money.

-Add a shift commander and two ALS chase cars (Three chase cars total).

-Support CCVESA recommendations for FY23 pay increases (Minimum \$18 per hour EMT, \$19 per hour FADO, \$24 per hour Paramedic).

Motion by Dr. John Murphy. Seconded by Michael Karolenko. The motion was passed.

-Commissioner Wantz recommended that the Commissioners be shown statistics on the number of current volunteers, number of new members and number of EST students.

-Bruce Fleming recommended resuming quarterly meetings between CCVESA and the Commissioners.

Action items:

-Callie Williams will send the Director’s PowerPoint presentation to all ESAC members.

The meeting was adjourned at 22:30.