

Fire Rescue Operations

June 26, 2023
Meeting Minutes

Stations in Attendance: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14

CCVESA

Susan Mott mentioned a proclamation was given at the convention to Eddie Ruch for 32 years of service.

DFEMS, Chief Robinson

- The on-duty Shift Commander will report to the meetings
 - Shift Commander Joe Ross was introduced
- June 8th – 87 people started
- There are alerting issues with dispatch and response times
- A Shift Commander has already resigned and has been temporarily replaced with Guy Garheart
- July 6th – 26 new employees will start
- 24 floaters are still needed along with 34 additional personnel
- There will be two informational sessions, one on June 27th and one on July 10th
- The written test is good for one year
- The test will be the end of July
- Dispatching Issues
 - ECC Meeting
 - Work through Keystone
 - Timers Starting – 90 seconds during the day and 2 minutes at night
- DFEMS SharePoint
 - Contact Kim Dubbert to get help with it
- Manuals
 - Can be printed for each station
- Will rely on volunteers for reporting at stations
- IT
 - Rick Baker, Eddie Ruch & Valerie Hawkins
- Radios
 - \$29k for radios
 - ASTROS may not be able to be upgraded and may need to recall certain radios
 - If your position requires a radio, one will be issued
 - General Order to come out for radios
- Stations
 - 7 out of 13 onboard with DFEMS employees
- EMEDS
 - Keep logbook
 - Create drop downs

- Budget
 - Strategic committee met
 - County Administrator and Director of Finance to meet with CCVESA on June 28th
 - New FY budget starts on July 1st
 - Will be advertising for a Quartermaster soon
 - BA tech school
 - Full time position
 - Will handle measurements and stocking
 - A second billing position has been approved
 - Working on job specs for the Data Analyst position
 - Two additional positions were taken on
 - Plans Review – Bryan Van Fossen
 - FEMS Tech Support – Mike Hughes
- Block Building
 - Has been demoed and will take a few months to complete renovations
- Fuel Transition
 - Fuelman cards will be distributed
 - Need drivers list so ID numbers can be issued
 - For small tools, you can switch to the vendor
- OIG
 - If there are any questions, please direct them to Sue Mott
- Cannabis becomes legal July 1st, however, there is no policy in place yet
- Social Media
 - Need to watch what is posted, we are always on duty
- House Burning
 - Standard policy is needed
 - Training committee
- Knox Box
 - Secure at all times
 - New container for meds
 - Taneytown will receive one

EMS Operations, Dave Coe

- Lack of communication on EMS side of things
- Policies not being shared, cannot access SharePoint
 - 30 EMS policies to be posted on CCVESA's website as a temporary fix

New Business

- Daily Roster
 - 0830 will be the earliest the rosters can be received as an attachment by the Chiefs
 - Form being created
- EMEDS Policy
 - QA is 100%
 - Follow protocol to document correctly

- Narcs
 - Card System
 - 3 different ones (red, green and yellow)
 - Jot form is being created
 - Knox Box does log the time
- LMS
 - Kevin Fox stated the duplicate accounts were merged into one
 - All rosters are in the system
 - EMS ID and MIEMSS numbers will be used
 - Members can change their own numbers
 - Need to complete HIPAA class
- Pump Testing
 - Mike Hughes will get the vendor back out in about a month
- Staffing Numbers
 - Need a minimum number of staffing on certain calls (house fires, commercial, etc.)
 - House fire – 20
 - Structure – 12 (chimney – 2:1 response)
 - Above house fire – 30
 - Eddie Ruch to send out policy
- ESAC Apparatus Replacement Policy Draft
 - Correct the formatting and then can adopt policy
 - Reese does not have ladder service
- Approved Policies
 - A 30-day grace period will be in effect
 - Training period before reprimands
 - Not enough resources for now
 - Create a group or committee
 - Define a roll-out procedure