



El Dorado County Emergency Services Authority

JPA Systems Status Management Committee Meeting

Wednesday, May 23, 2012, 9:00 a.m.

Diamond Springs/El Dorado Fire Station #49, Conference Room 501 Main Street, Diamond Springs

MINUTES

Present

Hardy

Chief Hardy/El Dorado County Fire; Chief Justin Sanders/CalFire; Chief Gill/Pioneer; Chief Schwab/Georgetown Fire; Chief Ransdell/Diamond Springs; Battalion Chief Huffman/El Dorado County Fire; Chief O'Camb/El Dorado Hills; Captain Carmel Mitchell, Chief Keating/Rescue Fire; Director Hackett/JPA Executive Director.

Meeting called to order 0903.

1. Approval of Agenda

Hardy

Motioned by Keating; seconded by Gill and motion carries unanimously.

2. Review/Approve SSMC Meeting Minutes from April 25, 2012

Hardy

Approval Motion by Keating; seconded by Gill and motion carries unanimously.

3. Fleet

Hardy

3.1 Out of Service Medic Units

Discussed Folsom and CSA3 to help with loaning Medic Units to JPA; however, a contract will need to be approved between the Agencies. CSA3 has 2 backup units available. Director Hackett will outline specifics and a draft policy will be drawn up. Interim Policy should specify the staffing per unit.

4. Supply/Purchasing

Hardy

Director Hackett reminded districts to use Disposables so we can cancel AlSCO contract.

5. Training Update

Ransdell

- *EMA Skills May 29 & 31, 2012*
- *Leadership Planning in Vacaville- July 12, 2012*
- *S234 Ops Class at Camp Roberts - June 5, 2012*

6. New Business

Hardy

- *Station Covers and move-up priorities*
- *Transfers*

7. Old Business

7.1 Upcoming Special Events

- *Georgetown staffing Unit 261 for Memorial Day, Sat Sun Mon*
- *El Dorado County is Staffing El Dorado County Fair*

7.2 BLS Business Plan

Hardy

A Presentation was given to the JPA Board and the committee will continue to work on the BLS Plan to formalize. The committee will be chaired by Chief Webb and will need other members to form a committee.

Motioned by Schwab for SSMC to form a committee and work on the BLS Plan; seconded by Gill and motion carries unanimously. Committee Nominees are Chiefs: Schwab, O'Camb, Huffman

7.3 Review/Discuss Systems Status Policy

Hardy

Posting locations and status is critical for response time within 5 minutes and should follow Policy. Radio Operating Plan is required for statusing.

Change Policy on Page 9 Section B. Refer to Medic 28 exception (see Mitchell & Marty for verbiage). Forward Draft changes to Hardy and committee members for review.

Changes to Policy are as follows:

Item 1 – Posting medic unit “dispatches”

Item 3 – “clear” the hospital

Item 4 - Monitor “their” radio at all times

Motion by Schwab to make the changes to page 9 of the Policy, seconded by O’Camb; motion carries unanimously.

Discussion of Transfers

- *Inner Facility and Hospice Nurses are calling Agency directly instead of Marshall Hospital for transports*
- *Develop solid business practices from both Command Center and Facilities for transports.*

7.4 Response Time Report

Hackett

Director reported that calls have increased from last year and response times have been compliant for the 43rd consecutive month. Individuals who report to JPA for response times are Chiefs Ransdell-Diamond/El Dorado, Huffman-El Dorado County, O’Camb-El Dorado Hills, and Schwab –Georgetown.

8. Committee Reports

8.1 EDC FCA Communications Committee

Schwab/Sanders

8.1.1 New Repeater Project

A new bid is necessary to upgrade the software and radios. No local frequency changes were reported.

8.2 EPCR Working Group

Hackett

- *Director urged the Chiefs to ensure that Medics are reviewing their work for completeness before they submit their EPCR reports. Incident Report Numbers need to be verified and reviewed before submittal.*
- *Every 15 minutes information is downloaded into Crystal.*
- *Cottingham was able to work with Marshall to install printer, DSL line, router, and computer. All equipment in the medic room is working and available for the Medics use.*

8.3 MAC Committee

Huffman

- *Tiffany Alves attended stroke presentation for early intervention; Marshall passed inspection of Level 3 Trauma Center.*
- *2013 national requirement for all electronic processing; implementation process is big.*
- *The Basin is getting ready for EPCR reporting.*
- *CQI Skills Training has gone well.*

Good of the Order: Congratulations to Captain Bugely of the California State Firefighters Association (CSFA) Award for “Officer of the Year.”

EMS Commendations were presented at the Board of Supervisors Meeting Tuesday ~ May 22, 2012.

9. Adjournment 1009

Meeting adjournment Motioned by Keating and seconded by Gill which passed unanimously.