



El Dorado County Emergency Services Authority

JPA Systems Status Management Committee Meeting

Wednesday, June 27, 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 Webb/Cameron Park; Chief O'Camb / El Dorado Hills; Director Hackett/JPA Executive Director.

Meeting called to order 0903.

1. Approval of Agenda

Hardy

Changes to the Agenda are as follows:

6.2 New Business – Engine Move-up (O'Camb)

5.1 Review Reimbursement for Educational Expenses Policy (Schwab)

Motioned by Webb to approve agenda as amended above; seconded by Gill and motion carries unanimously.

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

Hardy

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

3. Fleet

3.1 Status of Medic 26

Hackett

Hackett reported Medic 26 is now retired. It has a history of losing power steering/brakes during patient transport and Ford has advised they cannot find or fix the problem. For liability purposes it can no longer be deployed. Groundwork has begun for Lemon Law Claim. Vehicle is a 2008 Ford with 85,000 miles. It's been out of service more than it's been used.

4. Supply/Purchasing

4.1 Leather Restraints

Hackett

Director reported Life Assist now has special order restraints available. Leather verses hard restraints was discussed and inquiries will be made about the specifics.

5. Training Update

Ransdell

Local training officers are developing mission/values and goals and conceptual regional training. Focusing on local training and looking at Volunteer Academy.

Addition 5.1 Reimbursement of Educational Expenses Policy (Schwab)

Policy for Reimbursement of Training was discussed – Chairman Hardy suggesting the Training Committee discuss, keeping the budget in mind and report back to SSMS with recommendation.

6. New Business

6.1 EPCR Procedural Review

Hackett

- Director discussed patient care reports that are being sent back to JPA with incorrect incident numbers.*
- This is taking extensive research time and delayed billing out of EMS.*
- They need to be fixed in a timely manner.*
- Field testing on Medic 85 has not rolled-out presently.*
- Push information has been needed since November.*
- Need status on upgrades.*
- iPad still does not auto-populate.*

- *An application is needed to bridge server with iPad.*
- *50-100 written PCR's are still being received per month by EMS.*
- *Document and indicate priority of needs.*
- *Chairman Hardy recommended a Formal Letter be written to express our priority and status. Sanders recommended a meeting with Hackett and the key Chiefs involved / AdHoc Committee formed: Hackett, Cottingham, Hardy, Ransdell, O'Camb, and Sanders. The purpose is to resolve CAD integration and review contract coming up September 2012 with Forte.*
- *Director requested an End-of-Shift Audit by the Medics to ensure patient care reports are accurate. Chief Webb requested the Director create Policy to enforce accuracy on EPCR and list specific indicators for review and implementation processes. Procedures will be listed. Hardy inquired if CQI Policy can be integrated with the EPCR.*
- *MOBILE DATA MANAGEMENT - MDM for \$2500 is an option to update iPads annually; however, Medics can manually run updates. Discussion occurred regarding automatic updates and whether they are cost effective.*
- *Director will have to go to the hospitals directly to recover paper PCR's at Marshall and Mercy.*

Addition 6.2 Engine Move-up and Cover (O'Camb)

- *The El Dorado County Station List was provided and discussed.*
- *24 hour move-ups list Stations in order of priority then given to Command Center (ECC).*
- *The List needs further discussion and needs to be re-prioritized.*
- *Working Group will meet as AdHoc Committee to list priority of Stations.*
- ***Workshop before next Systems meeting on Wednesday ~ July 25th at 0800.***
- *List as Special Meeting and notify Systems Committee as well as all 10 Agencies.*
- *Nate requested the working group to consider Geographical Locations when forming list.*

7. Old Business

- 7.1 Upcoming Special Events Hardy
El Dorado County Fairgrounds will host a July 4 event and roaming Engines will cover the site.
- 7.2 BLS Business Plan Hardy
Objectives and Priorities will be discussed at meeting on July 5, 2012 at 1:30 pm / Station 89. A new name for the project will be discussed.
- 7.3 Review/Discuss Interfacility Skilled Nursing EMD Card 33 Hackett
Director Hackett provided a form for discussion and stated its projected to be completed within the month for transporting SNF patients and approved by Dr. Brazzel.
- 7.4 Review/Recommend FY 12/13 Budgetary cost saving measures Hackett
IFT Vehicle and Ordinance will be visited, but other reductions need to be visited in Class 30. Trimming overtime will provide immediate reductions. Adding a half time coverage car. Medic 26 IFT – close out and have other units absorb the calls.
 - *Medic 26 is a revenue generating day car.*
 - *Reduction in services is eminent if we don't explore overtime, caps and revenue.*
 - *Visit reduction in costs on the operational side – Class 40.*
 - *Cap Agencies who are going over budget.*
 - *Agencies filling positions can explore alternatives to filling it as overtime.*
 - *Planned leave or in advance notices can be filled with extra help pool first.*
 - *MOUs must be considered in regard to staffing.*
 - *Exploring options by accessing the personnel needs and deployment. Each district could staff a flex unit one day per week and defer extensive overtime and keep costs down.*
 - *This option will need to be explored to compare the savings to current model.*
 - *Brown Outs may occur because of the 1.1 m shortfall in FY 12/13 – deficit spending*
 - *Examine Unit Utilization.*
 - *Hackett will provide parameters for EMS to generate Medic transports and number of calls per unit.*
 - *Hackett will analyze the cost to run a unit per hour / The dollar per unit to operate.*

- *Schedule a workshop to discuss all possible cuts, caps, and other savings with all chiefs.*
- *2 samplings of 5-6 positions to cover a unit.*

****JPA Special Meeting JPA Budget Workshop on Monday July 17 – 1300 in Dmd Spgs Classroom****

8. Committee Reports

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|--|----------------|
| 8.1 EDC FCA Communications Committee | Schwab/Sanders |
| 8.1.1 New Repeater Project - <i>none</i> | |
| 8.2 EPCR Working Group | Hackett |
| 8.3 MAC Committee | Huffman |
| <i>Card 33 was discussed</i> | |

9. Adjournment

Meeting adjournment at 1133 motioned by Gill and seconded by Ransdell which passed unanimously.

Next meeting is scheduled at 8:00 am on July 25, 2012 to discuss Systems Status Station Priority List

Good of the order:

Announcement of new position for Chief Webb, CalFire position 27/11 effective Monday July 2, 2012. He will be taking which was previously Brian Estes Battalion seat. Chief Webb wishes to stay on the committee. Chief Dave Teter will move into position 27/15.

Minutes Prepared by Jannell Clanton, JPA Admin