



El Dorado County Emergency Services Authority

JPA Systems Status Management Committee Meeting

Thursday, January 25, 2012 – 9:00 a.m.

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

MINUTES

Present: Assistant Chief Mike Hardy, El Dorado County Fire; Chief Robert Gill, Pioneer Fire; Deputy Chief Jim O’Camb, El Dorado Hills Fire; Battalion Chief Justin Sanders, CAL FIRE; Battalion Chief Sam Huffman, El Dorado County Fire; Chief Tom Keating, Rescue Fire; Chief Greg Schwab, Georgetown Fire; Chief Todd Cunningham, Diamond Springs Fire and Assistant Chief Rob Cima, El Dorado County Fire

Guest: Brent “Woody” Schaan, Data Accounts Manager, Verizon Wireless; Doug Picard, Engineer, Verizon Wireless; Rich Todd, EMS Agency; Kim Wood, Account Rep, Zoll and Captain Dave Wood, CAL FIRE

Chairman Hardy called the meeting to order at 9:00 a.m.

1. Approval of the Agenda

Chairman Hardy requested the following changes:

- Add presentation by Kim Wood, Account Rep, Zoll as Item 2.1 Public Comments
- Move Item 8.6 Discussion with Verizon Representatives – Coverage Maps and Five Year Plan to occur after 2.1 Public Comments.

Director Keating motioned to approve the agenda with the changes noted above. Deputy Chief O’Camb seconded the motion.

Chairman Hardy requested an additional change:

- Add Tiered Dispatch Response to Skilled Nursing Facilities as Item 7.4 under New Business

Director Keating amended the motion to approve the agenda with the additional change noted above. Deputy Chief O’Camb seconded the amended motion which carried unanimously.

2. Review of Systems Status Management Committee Meeting Minutes of November 17, 2011

Director Keating motioned to approve the minutes from the November 17, 2011 meeting. Director Gill seconded the motion which carried unanimously.

2.1 Public Comments

Ms. Wood updated the committee on the new Zoll 12 Lead Anywhere.com program and presented a sample of the new expandable extra large carry case. She also demonstrated the Real CPR Help feature on the E Series monitor.

8. **Old Business**

8.6 Discussion with Verizon Representatives – Coverage Maps and Five Year Plan

Mr. Picard presented a map outlining the coverage areas currently in place and those that are targeted for future cell site coverage within El Dorado County. He also provided the following updates:

- Verizon is not allowed to put a signal into Amador or Tuolumne counties.
- In July 2011 the cell site south of El Dorado Hills was shut off and replaced with a site at Ben Bolt Ridge.
- The Gopher Hole site covers Somerset.
- The site added in Lotus covers Coloma.
- The three (3) to five (5) year plan consists of the following:
 - Pilot Hill
 - Salmon Falls
 - Meyers in Lake Tahoe
 - Heavenly Valley Ski Resort
 - Tahoe Keys
 - West Shore/Homewood Emerald Bay
 - Kyburz/Strawberry

Additional discussion points:

- The Highway 193 corridor will continue to be an issue.
- Verizon previously sought out higher locations for cell sites but due to interference with lower level sites they now try to avoid higher locations.
- Verizon's upcoming priorities are to push out the 4G data platform and build new cell sites.
- The districts are interested in condensing the number of bills they receive for their technological devices.
 - Mr. Schaan suggested that the districts investigate the Utility Associates OnComm Rocket device. Mr. Schaan will work with Executive Director Hackett to schedule a product demonstration on the device.
- Verizon offers deployment of crisis response vehicles.

3. **Monthly Response Time and Statistics**

Executive Director Hackett stated that all areas were in compliance for December 2011. The committee discussed the exception reports data by GSA and response area.

4. **Fleet**

No report.

5. **Supply/Purchasing**

Executive Director Hackett advised the committee that the Equipment – Supply Committee made a recommendation to move forward with disposable towels and sheets. Also has declined to continue

supplying only towels to the districts. The recommendation will be presented at the February Finance Committee meeting for approval.

6. Training

6.1 Training Report

- Mosquito Fire is conducting an EMT class on January 30th.
- Georgetown Fire is conducting a Super Saturday structure training class on February 11th.

7. New Business

7.1 Medic Unit Security System Code Update

Executive Director Hackett advised the committee on the new code that will be utilized for the current year. Each district will be responsible for updating the security code in their medic units.

7.2 Discuss/Approve Management of System for FY 12/13 Cost Savings

Executive Director Hackett stated that due to a potential overage of expenses in FY 12/13, the JPA may need to investigate reductions in Class 30 expenses. The topic will be discussed further at the February meeting.

7.3 Review/Approve JPA Awards Policy

Executive Director Hackett reviewed the draft policy and noted that once a submission was received from the Chief of the district the JPA will assemble a packet that will be presented to the Systems committee for a recommendation to the JPA Board of Directors for approval. Once the JPA Board of Directors approves the nomination it will be provided to the Board of Supervisors in order for them to conduct an awards presentation.

Director Keating motioned to recommend Board approval of the JPA Awards Policy as presented. Director Gill seconded the motion which carried unanimously.

7.4 Tiered Response Plan to Skilled Nursing Facilities

Executive Director Hackett stated that there is interest in examining medic unit and engine company responses to skilled nursing facilities for medical calls. Several of these facilities have stated that they have licensed medical professionals on staff and given the patient's condition the call may qualify as a Code 2 medic unit response and not require the need for an engine company to respond.

Battalion Chief Sanders requested that the entire county be included if/when changes are discussed/recommended. Any change would result in a response plan change and not a tiered dispatch change.

Chief Cunningham requested that only licensed skilled nursing facilities be examined. He stated that if a response plan change is made there will still be the option to request an engine if needed.

The committee requested that Executive Director Hackett convene a working group to address the issue. The group will consist of a representative from each district where a skilled nursing facility currently exists, the JPA Executive Director and a representative from the EMS Agency and the ECC.

8. Old Business

8.1 5150 Patients

Mr. Todd stated that he and Dr. Brazzel are meeting with representatives from the Mental Health Department to ensure that the 5150 policies are consistent.

8.2 ALS Engine Update

There are two (2) holes in the county that have been identified. Data continues to be pulled but based on the JPA Board's decision no further action will be taken at this time due to lack of funding.

8.3 Upcoming Special Events

No report.

8.4 Emergency Medical Dispatch Patient Cards 1 & 12

Executive Director Hackett stated that he will meet with Dr. Brazzel and Battalion Chief Sanders regarding the issues with the EMD cards.

8.5 Review/Approve EPCR Policy

Executive Director Hackett stated that the changes requested at the last Systems meeting were incorporated into the draft policy that was distributed. Battalion Chief Huffman requested that the following additional change be made:

- Remove Item III B, paragraph 2

~~If the El Dorado County EMS Transfer of Care Sheet is utilized during the call it shall be completed and handed to the receiving RN, MICN, and /or physician upon delivery of the patient. A photograph of the preliminary record and other required documents shall be taken with the camera located on the iPad2 and subsequently attached to the EPCR record.~~

Executive Director Hackett requested, and the committee agreed, to discuss Item 9.3 EPCR Working Group at this time, as it pertains to the EPCR policy discussion.

Executive Director Hackett stated that both Marshall Medical Center and Dr. Brazzel require a photograph of the EKG strip on the EPCR report, as the report is considered a legal document. He stated that Forte Holdings is working with Zoll on integration of the data and the EKG machine in order to match up the data with the call, however, the integration is approximately eight (8) to ten (10) months out. Additionally, Forte Holdings is also working with Carbon Copy on configuration of the scanner portion of the printer/fax/scanner located at Marshall Medical Center to be able to match the data to the file.

Executive Director Hackett stated that he will rewrite Item III B, paragraph 2 to reflect that all documents required per the El Dorado County EMS Agency shall be attached to the patient record as outlined in current procedures.

Director Gill motioned to recommend Board approval of the policy with the rewrite of Item III B, paragraph 2 by Executive Director Hackett as noted above. Deputy Chief O'Camb seconded the motion which carried unanimously.

Executive Director Hackett requested approval to enter into a contract for IT support services.

The committee discussed the following related to the request:

- Forte Holdings is able to provide IT support services (hardware) at an hourly rate of \$75.00.
- Why should the JPA have to pay to hire IT support personnel?
 - Forte Holdings currently provides software support and the JPA is responsible for the hardware support. Currently the JPA has been relying on the vendor for issues that they are not responsible for. The JPA needs to have a dedicated staff member available to work on issues as they arise 24-7. The position will be temporary and once the system is functioning consistently the contract will be terminated.
- Concerns were raised concerning hiring the current software vendor to provide the hardware support services.
- The JPA needs to hold Forte Holdings accountable for their responsibilities related to software maintenance.
- The next thirty (30) to sixty (60) days are critical to the project which is why the JPA is requesting a contract for IT support services.

Director Keating motioned to have Executive Director Hackett and the Board Chair research the requirements to enter into an emergency contract for IT support services and to schedule a special JPA Board of Directors meeting to hear the matter. Director Gill seconded the motion which carried unanimously.

9. Committee Reports

9.1 EDC FCA Communications Committee

Nothing to report.

9.1.1 El Dorado Command Narrow Banding Project

The committee requested that this item be removed from all future agendas.

9.1.2 New Repeater Project

No report.

9.2 Ambulance/Equipment Working Group

Executive Director Hackett advised that the JPA Board has authorized the purchase of one (1) remount in FY 11/12 and two (2) in FY 12/13 at a cost of approximately \$110,000 per unit.

9.3 EPCR Working Group

Discussed under Item 8.4.

9.4 MAC Committee

The following updates were provided:

- A training on Version 2 of the EPCR program was successful.
- The County is working on identifying helispots.

9.5 Technology Working Group

A special JPA Board meeting has been scheduled for February 13th from 8:00 – 12:00 in the training room at Diamond Springs Fire to review/discuss MDC vendor technology options.

Director Keating motioned to adjourn the meeting at 11:41 a.m. Deputy Chief O’Camb seconded the motion which carried unanimously.