



El Dorado County Emergency Services Authority

JPA Systems Status Management Committee Meeting

Wednesday, March 19, 2014 – 9:00 a.m.

DS/ED Fire Station #49, Conference Room, 501 Main Street, Diamond Springs, CA

Minutes

Attendees:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Cameron Park Fire, Chair, BC Justin Sanders or | <input checked="" type="checkbox"/> Alternate Cameron Park Fire, DC Joe Tyler |
| <input checked="" type="checkbox"/> Diamond Springs Fire, Vice Chair, Asst. Chief Bryan Ransdell or | <input type="checkbox"/> Alternate Chief Rob Combs |
| <input type="checkbox"/> El Dorado County Fire, Chief Mike Hardy or | <input checked="" type="checkbox"/> Alternate Division Chief Tim Cordero |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Chief Dave Roberts or | <input type="checkbox"/> Alternate Division Chief Mike Lilienthal |
| <input type="checkbox"/> Garden Valley Fire, Chiefs Bill Dekker or | <input type="checkbox"/> Alternate Assistant Chief Bob Bement |
| <input type="checkbox"/> Latrobe Fire, Chief Chris Couper or | <input type="checkbox"/> Alternate Director Dennis Carroll |
| <input checked="" type="checkbox"/> Rescue Fire, Chief Tom Keating or | <input type="checkbox"/> Alternate Director Anne Walker |
| <input type="checkbox"/> Pioneer Fire, Interim Chief Todd Cunningham | <input type="checkbox"/> Pioneer Fire, Chief Jack Daniels |
| <input type="checkbox"/> Georgetown Fire, Chief Greg Schwab | <input checked="" type="checkbox"/> Mosquito Fire, Interim Chief Tom Stuart |
| <input type="checkbox"/> CAL FIRE ECC, Captain Carmel Mitchell | <input checked="" type="checkbox"/> JPA, Executive Director Marty Hackett |

Guests: Rich Todd, EMSA;

Rich Todd, EMSA; Leah Yaws, Diamond Springs Fire

Pledge of Allegiance and Meeting called to order at 09:01 hours.

Quorum was present.

1. Approval of Agenda

Motion to approve agenda by Chief Keating, seconded by Chief Roberts and motion carries unanimously.

2. Review/Approve SSMC Meeting Minutes/Notes:

2.1. February 19, 2014

Motion to approve minutes by Chief Keating, seconded by Chief Roberts and motion carries unanimously.

3. Training Update

3.1. Target Solutions – Director Hackett will put the EPCR PowerPoint presentation up there after the training is completed.

3.2. EPCR Training Course

- Director Hackett expressed thanks to Chief Ken Earle for his assistance in creating a schedule that would accommodate all three shifts. First training at Diamond Springs yesterday with almost all scheduled parties in attendance. Forte and Ambulance Billing presented valuable information at each session. The last training date will be April 4.
- Plan one more week of testing by the Test Group to check functionality.
- Kyle Nielson created bulleted list from PPT training which will be used during the training also.

4. Old Business

4.1. Response Time Reports/Medic Move-Up Statistics for February

- Director Hackett provided highlights from the report. No change in Areas where exceptions occur. No visible address and incorrect time stamp reason for exception increased. Move up increase in February with one exception (M17).

4.2. Transfers

- MAC discussed 'Urgent' term usage by Marshall. Chief Cordero indicated improvement in this process now. Chief Sanders requested the Chiefs let the Command Center know if they encounter problems related to this.

4.3. Miwok Contract Status/Impact

- Marty Hackett/Rich Todd – County Counsel still in negotiations with the Tribe. They paid November and December however short paid the allowable 5% increase. They have been invoiced for January and February.

4.4. Discuss and Recommend Controlled Substance Security

- Director Hackett – A meeting was held last week at Cameron Park. Group discussed improved security measures.
- Rich Todd talked about the responsibility of each agency to manage the security to Federal requirements and decrease liability.
- Rich Todd said at MAC meeting Kim George said Target Solutions offered an online narcotics log.

4.5. Review and Recommend ALS Ambulance Agreement with Updates

- Chairman Sanders – Discussion of the wording under section 51. Some Chiefs expressed concern of its impact on recruitment/hiring pool as currently written. Other Chiefs feel maturation needed prior to the hiring. Discussed a common standard or process for internship minimum in service process for new hire paramedics before they can staff the ambulance and meet the needs of the entire county. They have all graduated the academy with FF1. Chief Sanders indicated their agency and others staff ambulances only with Engineers or Captains. An internship alone does not meet the requirement.

Motion by Chairman Sanders for item 51 verbiage change to strike out 'and be certified by', add 'of' before 'the State Fire Marshal's Office as a Firefighter 1' and leave the remainder as written; Chief Cordero seconded.

Discussion. Chief Cordero suggested adding in time-frame to be certified. Chief Roberts discussed the idea of common testing standards and internal academy.

*Roll Call vote on Motion: **Ayes:** Sanders, Cordero, Roberts and Keating **Nays:** none **Abstain:** Stuart*

5. New Business

5.1 West End Move Up and Cover

- Captain Mitchell had indicated leaving medic 85 in medic 85's response area is better statistically. She was to provide data to this fact but is unavailable today due to training. Chief Keating suggested we try at 86 to see impact. Medic units will be status in the system as they actually are. Chief Keating will contact ECC Dave Wood about the change. Will move this item to old business next month and want statistics.

5.2 Review and Approve Updated EPCR Policy

- Director Hackett – Changes to item C. Documentation addition; only agency supplied desktop or iPad, no personal electronic devices used in EPCR viewing or accessing. If someone doesn't work here anymore, must be notified by agency immediately to disable

access.

Motion by Chief Keating to approve as updated to go to the board, seconded by Chief Ransdell and carries unanimously.

Discussion: Rich Todd PAC modifying EMSA/County EPCR policy then will go to MAC. We need to have the two policies mirror each other or married into one. Director Hackett will work with EMSA to ensure if changes are made to the County policy, that the JPA policy is re-reviewed by this Committee.

6. Committee Reports

6.1 EPCR Working Group

- Forte believes they have an improvement for PCR attachment process. They will add folder function for any addendum or attachment to go into the folder for that PCR without having to open the PCR. Then the entire folder to go to Wittman for billing

6.2 MAC Committee

- Todd/Hackett – Discussion at MAC concerning controlled substances/quantities on urban engines since ambulance will be there quickly. Chief Keating asked about census update because that could impact who carries narcotics and who doesn't. Discussion of PCS forms: Marshall will work on getting the forms completed correctly/signed. Rich Todd sent a copy of the SLT PCS form that can be completed on the iPad to Michele Williams to look at. Can bump it to the iPad.

6.3 Ambulance Spec Committee

- Rebuild 4 will be delivered to the radio shop tomorrow. Build 5 starting this week. Reserve units have high miles and are Fords. Recommending 3 remounts in the next fiscal year. Cost effective to use the boxes on the remounts. Rich Todd should hear back from CAOs office by tomorrow regarding the surplus requests.

6.4 Equipment and Supply

- none

6.5 Technology

- Director Hackett got new flip phone synced up to M17 Zoll defibrillators to test. The new M17 will be equipped with a hotspot to improve cellular connectivity.

6.6 Interfacility Skilled Nursing EMD Card 33 – no update

7. Standing Items

7.1 Upcoming Events –

- Joint Venture; Diamond Springs Fire, Marshall Hospital, EDSO, School Administration at Union Mine High on April 2 the 'Every 15 Minute Program' to highlight the consequences of underage drinking and driving. El Dorado Hills Fire is also participating in this program on April 29 and 30 Oak Ridge High School.
- EMS Training Calendar - check EMSA website concerning UC Davis roundtable speaker on brain damage and Easy IO training in Rancho Cordova.
- Next regular SSMC meeting was April 16. Changed to Special Meeting on Tuesday 4/29 and will focus on 'EPCR Program Evaluation' for recommendation for the full board.

8. Adjournment – 10:34 a.m.

Motion to adjourn meeting by Chief Keating seconded by Chief Ransdell and motion carries unanimously.

Next Meeting ~ April 29, 2014 at 9:00 a.m.