

EMERGENCY SERVICES COMMITTEE

AGENDA

12/28/05

UPDATES

Approval of minutes from November Meeting (previously e-mailed)
GPS – letter sent to Garmin

ACTION

COMMUNICATIONS

RFP - Towers
Communications Project – Phase 1
Communications equipment team
- Agency rep contacts, Service/Maint, Dist/SOP's/Training
Dispatching Tones for Pagers/Radios
“Rip and Run” sheets

ACTION

TRAINING

Jimmy Burch, OEMS - First Responder & ALS report on meeting
EMT B – Class start date 10/18/05
NIMS/ICS training & status
BLS CE – 1/26 CVRS
BLS CE - 3rd Wed 7 pm at CVVRS
Additional upcoming training scheduled and/or suggestions for classes.

EQUIPMENT/PROCUREMENT

CVVRS – Ambulance tentative delivery date 01/05
Procurement Vendor – incorporate a vendor showroom, any interest?

GRANTS/FUNDING

CEDAP recommendations
RSAF March 2006
- recommend submitting to replace 3 stretchers & 5 Defibrillators
- recommend submitting under ‘special projects’ for the communications center
- EMD funding

ACTION

AWARDS – request for 3 month extensions still pending

SUBMISSION – Dec 9 - OEMS Financial Review Committee to defend for award

Budget request forms – recommend standardization of forms submitted to the county

ACTION

PUBLIC RELATION/RECRUITING/RETENTION

ESC Website - www.cumberlandesc.org
Emergency Services Camp for kids – any interest?
Service Recognition awards

AGENCY REPORTS

Activity Reports
PEVFD Activity reports
County Treasurer needs rosters for those eligible for County stickers

**CUMBERLAND COUNTY
EMERGENCY SERVICES COMMITTEE
MINUTES – 12/28/05**

ATTENDANCE:

AGENCY	REPRESENTATIVE	
Cartersville VFD	Larry Kelly	
Cartersville VRS	Kelly Hale	Jean Dunivan
Cumberland County Board of Supervisors Director of Information Technology Local Emergency Planning Commission Grant Writer/Administrator Sheriff's Office/Dispatch	Bill Osl Not Represented Not Represented Not Represented Not Represented	
Cumberland VFD	Kevin Ingle	Bruce Zirkle
Cumberland VRS	Rose Payne	
Randolph VFD	Bill Bailey	Dan Pempel
Old Dominion Emergency Services	Not Represented	
Virginia Department of Emergency Management	Not Represented	

The minutes from the November 18, 2005 meeting were distributed to all members through e-mail. Dan moved to accept the minutes as presented and pass unanimously.

Kelly informed the committee that Aaron and MaryAnn had written and mailed a letter to Garmin asking for a possible donation of 25 Street Pilot 2620 GPS units. A response has not been received.

Jimmy Burch from State OEMS held a meeting at the Cartersville Volunteer Rescue Squad on November 21 where they discussed ALS and First Responder requirements. Jean distributed and discussed meeting highlights. The fire departments that want to license as first responder are going to have to get an OMD. They wanted to stress the understanding that once they are licensed first responder they will be the first toned for all rescue calls and will have to have a minimum of one person scheduled to respond. Kevin said that CVFD and Bill said that RVFD is interested in going first responder. Jimmy Burch suggested that until things worked out that a dual membership be held by firefighters wishing to start treatment until rescue squad arrives.

Both Cartersville and Cumberland Rescue Squads are due to re-license in April.

Kelly is taking the state forms required by fire and rescue and creating a more compatible and easier way for us to pull together call reports to submit to the BOS.

COMMUNICATIONS

Kelly asked the committee to approve her writing a letter asking for a 90 day extension on the RSAF grant. She stressed that we need to have a signed contract for the towers by the end of the 90 days in order not to lose the grant. The pagers are in and the on-board radios are expected in the first part of February. The planned installation would be to take one rescue unit and one fire truck to the county shop at the same time. The goal is to have installation done in a week. Larry asked if the training was going to be done during the day and if so, people would have to put in to take off from work. Kelly said they hoped to schedule evening training. The ESC Communications Committee will need to meet and have training and SOP manuals together by mid to end January.

Rose reported that she had received most of the agencies contact information for the ESC Communications Committee but had a few blanks to fill in. With the representatives from the agencies present this information was obtained.

Steps are being taken to establish the "Rip & Run" sheet system. Some fire departments are using a report they receive after returning to the building that gives all call times, etc.

With the new equipment coming in there will be some changes to the way dispatch tones calls. Currently rescue uses six different tones, with the new system there will be one tone for duty crews and one tone for all call.

Kevin and Larry both had the Broadcast Range Test Sheets completed by their agencies. Rose will take them to Aaron. The test will be repeated after the new equipment has been installed.

TRAINING

Bruce reported that Kerry Flippen is making the arrangements to hold a first responder class.

Kevin said that a Fire fighter I class will begin sometime in April. Most likely the class will be held two nights a week plus Sundays and some Saturdays. This class requires 128 hours and will be free to participants. The class will be open county wide. There will be people available at the fire house to help with studying.

There are still some people who need the NIMS and ICS training. We should probably schedule classes in the Northern, Central and Southern part of the counties. These will probably be scheduled in March.

There is a Basic Life Support Continuing Education Class scheduled at the Cumberland Rescue Squad on January 26.

There will be Basic Life Support Continuing Education Classes held at the Cartersville Rescue Squad the third Wednesday of every month.

The committee would like to see a training schedule set up. Kelly will pass around a sheet to have everyone list the names and contact information for all the training officers. The training officers should be attending the ESC meetings.

At the Rescue College being held at Virginia Tech the week of June 4 they will be holding classes for American Heart Association CPR/AED Instructor Certification and Emergency Vehicle Operation Certification Instructor training. It would be good if some people from the county go be trained so we can offer these classes on a regular basis for new members. Rose and Kelly signed up for the CPR Instructor course and Kelly and Larry signed up for the EVOG training. Sign-ups will continue over the next few months.

Hamden Sydney will be holding a Pumper Operator Training Course and a Fire Fighter II class beginning in March. A minimum of Fire fighter I is required for the Pumper Operator Training. There will be no cost for these and the contact name is Don Brown.

EQUIPMENT/SUPPLIES

Cartersville received the disappointing news that delivery of their new unit has been delayed until around 1/23.

With the rising cost of equipment and supplies it would benefit all agencies if we could consolidate some of our buying. By standardizing our needs and buying in bulk we can save money that can be used for other things. We will need to get our supply officers together on this.

GRANTS/FUNDING

RSAF grant applications are due March, 2006. We will be applying for funding to purchase three stretchers and five defibrillators.

Regulations mandating that all dispatch units become Emergency Medical Dispatch Units within the next five years have been established. There is money available through the RSAF grants for training and software. This training will enable dispatchers to give life saving instructions over the phone while units are en route.

There is also money available under RSAF Special Projects to help with the renovations necessary for the new communications system. Bill said to make sure that Judy and Sherry receive the information on applying for this grant.

Kelly and Rose went to the Grant Award Meeting on 12/9 for the Autopulse Grant. We should be receiving a grant award letter in January letting us know what we were awarded.

A standardized budget request form will be created which will be used by both fire and rescue. Kevin said their budget form includes a five year plan. The committee agreed this should be incorporated in the standardized form. Kelly took the copies and will combine them then e-mail to committee members for approval.

Bill Bailey reported that he has been in contact with a couple of fire departments that used selling 911 markers as a fund raiser. The residents purchase the markers from the fire department and the department members then install the markers. Question were raised about upkeep. All representatives will take the idea to their members and will report response at next meeting. The topic of the ordinance requiring house numbers was raised again. There are approximately 5,000 houses in the county. If approved, marketing will be discussed at future meetings. Some suggestions were to set up at Patriot's Day and at the 4th of July. It is already in the housing ordinance that new houses purchase 911 markers. If the agencies agree then Bill will work out all the details and present to the committee.

Jean requested that the ESC investigate the "Squad Care Program" in 2006. The members asked her to research what is involved in starting it. She will contact Nancy Hager in Prince Edward to find out how they got started.

Kelly asked Bill Osl what the possibility is that the committee be given a budget to help with an incentive/award program, training, etc. It was suggested that perhaps each agency could put in their budget request a line item for money to be given to the committee. Bill said for us to put together a possible committee budget.

PUBLIC RELATIONS/RECRUITING

Bruce wanted to stress that the rescue squads should not hesitate on having the fire departments toned for assistance on calls. Kelly responded by saying that two fire fighters went on a code and were a significant help.

You can log onto the ESC Web Page at www.cumberlandesc.org to find out about training, fundraisers, rosters, calendars, etc. In the beginning access will be for members only but then some community access will be available.

Kelly would like to see us put together a day camp to be held at Bear Creek Lake for kids. Jean said we may be able to work with the summer school program. There also may be grants available to help offset the cost. Kathy Eubank is an instructor who participates in the statewide rescue college and will help with planning. Bill Bailey said there was a program within the Boy Scouts that this could also be held in conjunction with.

The committee wants to put together a service awards program to recognize providers either monthly or quarterly. The recipient would receive some type of incentive and picture with an article in the newspaper. Recommendations will be submitted to the ESC who will select the recipient.

Kevin reported that he has three applications that he has had to put on hold because he has no open slots in membership. He says they may have to revise their constitution to allow more membership. He said he feels that the reason their membership has been successful is because they have created a family atmosphere.

Larry sadly reported that CVVFD is in some turmoil right now so recruiting has been put on hold.

UPCOMING EVENTS

Board of Supervisors meeting will be held on January 10. Kelly will give the committee report.

Randolph Volunteer Fire Department is hosing an Emergency Services Providers BBQ at 1600 on January 21.

REMINDERS

The County Treasurer needs rosters for those eligible for County Stickers by the end of December.

Budgets are due January 10.

Kelly needs all activity reports so she can give the year end totals at the BOS meeting.

The next meeting will be held 7:00 PM on January 19, 2006 at the Cumberland Volunteer Fire Department. Dinner at 6:00 will be provided by the Cartersville Volunteer Rescue Squad.

Board Report 01/10/06

Projects currently in progress

- Communications - Upgrade/Replacement communications system is in progress and the first phase is scheduled to be complete by March 1.
 - Replacement towers are still pending RFP.
 - Broadcast Range Test Sheets have been completed by fire/rescue to be used to measure improvements post installation.
 - The ESC Communications Committee has been identified to compile training and SOP manuals by mid to end of January.
- Service capabilities - "Rip & Run" sheets issued by dispatch as a summary of call information for both fire/rescue
- Service capabilities - Standardized tones to make dispatching fire/rescue easier. Currently, rescue uses six different tones, with the new system there will be one tone for duty crews and one tone for all call.
- Procurement - The committee is exploring standardized procurement efforts to cut down on increasing supply costs
- Budgets – the committee is working to create a standardized budget request form for both fire and rescue including a five year cost projection.
- Recruiting/Retention - A discussion began regarding an incentive/award program for Cumberland County Emergency Services. Further details will be brought to the subsequent meetings to determine costs and implementation.
- A meeting was held Nov 21 with Jimmy Burch of OEMS to discuss ALS and First Responder goals for EMS and Fire. CVVRS is moving ahead with going ALS and CVFD and RVFD are interested in going first responder. Jimmy Burch suggested using dual membership with a rescue squad be held by firefighters wishing to start treatment until rescue squad arrives.

TRAINING

- BLS Continuing Education Class - CVRS on January 26.
- BLS Continuing Education Class - CVVRS third Wed of every month
- NIMS/ICS training - tentative date March 2006 North, Central and Southern agencies
- Pumper Operator Training Course – Hampden Sydney in March
- Fire Fighter II – Hampden Sydney in March.
- Fire Fighter 1 – tentative date April 2006 CVFD
- Rescue College – Roanoke June 2006 – seeking to train local volunteers as EVOC and CPR instructors
- First Responder – Fall 2006 at CVFD

GRANTS/FUNDING

A 90 day extension on the RSAF grant was requested due to the grant expiring 12/31/05.

Next major grant cycle – March 2006 Possible projects/equipment recommended

- Rescue equipment - Stretchers, defibrillators
- EMD software and training allowing dispatchers to give life saving instructions via the phone while units are en route.
- Special Projects – Renovations/construction for the new communications center

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