

**EMS System Oversight Committee Meeting
January 10, 2008**

Members/Liaisons Present: Faye Barefoot, Tom Czaplijski, Jack Cote, Jimmy Garris, Kyle Willis, Jack White, Lewis Coble (in place of Chuck Owens)

Staff Present: JoAnne Burgdorff, Noel Lee, Scott Elliott, Melonie Bryan

Absent: Duane Holder, Dr. Juan March (excused), Ted Delbridge, MD, (excused),

Open: Chairman David Lusk called the meeting to order.

Approval of Agenda: Jimmy Garris made the motion to approve the agenda as presented and Jack White seconded the motion. Vote was unanimous. Agenda was approved.

Approval of minutes: The minutes from December 13, 2007 were approved. Jimmy Garris made the motion to approve the minutes and Jack White seconded the motion. Vote was unanimous.

Old Business: Jack Cote reported that the two remaining non-emergency transport agencies have been inspected and all have passed. Certificates of franchise renewals have been signed by the Chair of the county commissioners and have been delivered to all of the agencies.

Committee Reports

A. Financials and Service Data Reports

Melonie Bryan reported that all data has been received. She reported that more squads are asking for monies early to make payments.

Dr. Lusk commented that there is concern from the squads that they are going to be able to make their budget for the year. At the beginning, squads were asked to project their budgets out through the end of the fiscal year but the committee has not received any information.

David Lusk asked Melonie if she can project their budgets through the end of the fiscal year using the numbers that have been submitted by the squads so far. Melonie responded that her concern is that there could be things that are only paid once or twice a year that she would not be aware of and also squads may not be paying bills or only paying what they can afford to pay. For example one of the squads asked for an advance in December and then again the beginning of January. David Lusk asked then how do we let the county commissioners know that the squads are going to be out of money before year-end?

Tom Czaplijski reported that you annualize the budget knowing that it is only projections. It needs to be annualized by line item so that the committee can see where the shortfalls/overages occur.

Melonie reported that she can annualize the budgets and send them out to the squads for their comments. Kyle Willis reported that this was brought up at the Pitt County Rescue Association meeting. David Lusk asked Kyle to go back to

the squads and ask them if they will have one-time expenditures coming up in the next six months.

Jack Cote asked how valid the numbers from the previous year are and if we could use historical data. Melonie responded that it is valid data when the largest component of the budget remains constant. David Lusk responded that he felt it was better to use the past 6 months data. Melonie reported that she can use the last 5 months of data since that is what she has.

Tom Czaplijski asked if she could project the cost of transport per squad; cost per unit of transport. Kyle Willis reported that squads did this last year and gave the information to the previous EMS Subcommittee. Kyle reported that call-producing squads are going to have a lower cost per call, i.e. Eastern Pines and Farmville.

New Business:

Advertisement of EMS Positions: Noel reported that these positions have not been filled. He is hoping that the fulltime positions will be filled in the next thirty days except for one position. Before out-of-county staff can board with the medical director they have to provide 12 months of training and a letter of recommendation from their current medical director. This can be a timely process.

Supplies and Equipment: Noel reported that he wanted to make the committee aware of some added costs that the squads are facing, supplies for the EZ-IO and CPAP. The hospital will replace the hoses for CPAP but not the needles used with EZ-IO. The needles cost \$100 per needle.

Jack reported that the squads will have to get their own DEA numbers. The squads have decided to do it all at the same time. Each squad will purchase its own drugs. The squad will incur the initial cost but after that the hospital will replenish the meds.

Fitch & Associates: Scott reported that the County Commissioners approved the EMS Oversight Committee's recommendation on December 17th enter into a contract to perform the Phase I and II studies at the same time. The study should be complete by the end of March

Noel reported that he has had contact with Mitch Babb of Fitch & Associates who has sent him a questionnaire (attached) to be completed. The questionnaire is called an IDR (Information & Data Request). Mitch Babb will be in Greenville on January 17. Noel has broken down the sections and identified the agencies requested to respond. Noel will send this out tomorrow to the agencies if the committee approves of this plan. The responses are due back by January 24th.

Motion: Jimmy Garris made the motion to send out the questionnaires to the corresponding agencies. Jack White seconded the motion. Motion was approved.

Questions/Comments: David Lusk reported that there is a public hearing being held regarding the revisions for the State rules for EMS; January 28 at Martin Community College and January 29 at James Sprunt Community College. David reported he is

planning on attending. You can send any questions/concerns to him and he will be present them at the meeting.

Lewis Coble of Greenville Fire/Rescue stated that he was representing Chuck Owens at this meeting. He reported that there are a lot of changes in the state rules. He has been reviewing and making notes. He reported that Captain Owens will be attending one of the meetings.

Meeting adjourned at 6:45 p.m.

(Note: Next meeting is February 14, 2008 at 6:00 p.m.)

Respectfully submitted,
Helen Bryant, Secretary