

EMS System Oversight Committee Meeting

July 26, 2007

Members/Liaisons Present: Faye Barefoot, Tom Czaplinski, Jack Cote, Juan March, MD, David Lusk, Jimmy Garris, Jack White, Kyle Willis, Chuck Owens

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

Absent: Duane Holder, Ted Delbridge, MD

Open: Scott Elliott welcomed the Committee

Approval of minutes: Dr. March made the motion to approve the minutes from June 19, 2007; Faye Barefoot seconded the motion. Minutes were approved as presented.

Old Business

- Noel Lee reported that Commissioners voted to void the contract with AmbuMed NC on June 29, 2007
- Noel Lee reported that Commissioners adopted the EMS Contingency Plan on July 9, 2007 with some changes. **Article 3. County Government Reserve** was removed from the plan.

Scott Elliott reported that the BOCC moved ahead with approval of the plan because the EMS contracts referenced the Contingency Plan and this needed to be approved before the squads signed the contracts.

Kyle Willis asked if the EMS Plan modification including AmbuMed NC has been rescinded. Scott Elliott reported that a formal letter has been sent to the NCOEMS requesting the modification be rescinded because the State had approved the plan to include AmbuMed NC.

- Non-Emergency Franchise Applications- Noel Lee gave a brief history of the Ambulance Advisory Council. The applicants would come before the Council and present and the council had the opportunity to ask questions. The three applicants listed below plus AmbuMed NC were recommended to the BOCC for approval. The four applicants were tabled on November 21, 2006. AmbuMed NC was approved by the BOCC. The other 3 applicants were approved by the BOCC on April 16th contingent upon compliance with the EMS Franchise Ordinance, and this brings us up to this point in time.

Old Applications

Atlas Medical Transport: Current and working towards beginning business.

East Carolina Medical Transport: Current and working towards beginning business.

Coastline: There was a change of ownership and the Ordinance requires that the franchise notify Pitt County Emergency Management prior to this change. JoAnne Burgdorff will send Coastline a letter notifying them that their application is no longer valid. They will have to reapply.

New Application

Coastal Medical: The application was distributed at the June 19th meeting. Upon review of the application the following discrepancies were noted:

- Insurance amount requirement is \$1,000,000 and Coastal has \$750,000;
- Their provider license indicates an expiration date of 2006;
- There are several employees that have questionable criminal histories.

Motion: Commissioner Garris made the motion that the application from Coastal Medical be denied due to the application being incomplete. Dr. March seconded the motion.

Discussion: Some discussion followed discussing if this needed to be a recommendation to the BOCC. JoAnne stated since the application was incomplete, it did not need to go before the BOCC as a recommendation. Jack asked if Coastal has the right to appeal. JoAnne responded that Coastal does not have the right to appeal since their application is being denied because it is incomplete.

Vote: All in favor. Tom Czaplijski abstained because he had joined the meeting late and did not hear the discussion.

Motion: Kyle Willis made the motion to recommend to the BOCC that Pitt County declare a moratorium on accepting any more applications for non-emergency franchises. Faye Barefoot seconded the motion.

Discussion: There was some discussion as to whether the BOCC can legally declare a moratorium. Scott reported that the BOCC did not act on the earlier recommendation to declare a moratorium because at that time there were 3 applications pending. At this time there are no applications pending.

Vote: Vote was unanimous.

New Business

Election of Chairman: Commissioner Jimmy Garris nominated David Lusk. Tom Czaplijski seconded the motion. Vote was unanimous.

Election of Vice-Chair: Faye Barefoot nominated Jack White. Dr. Juan March seconded the motion. Vote was unanimous.

Review Purpose/Mission Statement: Scott Elliott passed out to the group a draft Purpose/Mission Statement. The committee members are to make their comments and get them back to Scott before the August 9th meeting.

Motion: Mr. Garris made the motion to table the approval of the Purpose/Mission Statement until the next meeting. Dr. March seconded the motion. Vote was unanimous.

Review & work on “Reporting Form” for all EMS Units: Melonie Bryan distributed the draft reporting form. This information will help the Oversight Committee understand the costliness of providing EMS Services. Melonie reported that her department can go out to the squads and do an in-service if the squads need them to. Squads have been given the definitions in the Audit reports.

The question was asked as to who had to report. It was determined that the county squads and the non-profit squads will report. The county squads will be treated as one entity since the county squads are consolidated into one budget. Scott reported that he saw no need for the City of Greenville to report. Melonie commented that if she gets the information on the number of runs per month she will be able to determine when calls are not being turned into Finance for billing. There was some discussion regarding the 3rd person in the schedule. Kyle reported that a lot of times the 3rd person is a trainee. Melonie reported that the first report is due by the end of August.

Motion: Tom Czaplinski made the motion to ask county officials to implement the reporting form with the knowledge that there may be modifications to the form. Jimmy Garris seconded the motion.

Vote: 8 in favor. 1 opposed. (Kyle Willis commented that he is opposed of this committee micromanaging the squads and he feels that this can force people out of the squads.)

Melonie will send out the reporting form as a starting point and will offer help to the squads if they need it.

Create list of “Tentative Issues” for all squads to work toward: Already been discussed.

Request of squads for additional dollars (those made in writing):

Eric Dean addressed the committee regarding Bell Arthur’s request for additional funding of \$40,000. A long discussion ensued about this request.

Motion: Kyle Willis made the motion that the county advance Bell Arthur EMS the additional monies from their present budgeted amount of \$260,000 for the month of July. Dr. March seconded the motion.

Amendment to the motion: Jack Cote made the motion that Bell Arthur EMS submit receipts not to exceed 1/12 of \$40,000. Dr. March seconded the motion.

Vote: Unanimous.

Melonie reported that an advance in monies does not require BOCC approval; requests for additional funds require BOCC approval.

Meeting Time and Date: The next meeting will be Thursday, August 9, 2007 at 6:00 p.m. in the EOC.

Questions/Comments: Scott Elliott reported that staff will bring preliminary information back to the next EMS Oversight Committee meeting regarding the county providing non-emergency services in the county.

Adjournment: Meeting adjourned at 8:30 p.m.

Respectfully submitted

Helen Bryant