

## EMS System Oversight Committee Meeting

September 13, 2007

**Members/Liaisons Present:** Faye Barefoot, Tom Czaplinski, Jack Cote, David Lusk, Jimmy Garris, Kyle Willis, Duane Holder, Ted Delbridge, MD, Juan March, MD

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

**Absent:** Jack White, Chuck Owens

**Open:** David Lusk called the meeting to order.

**Approval of Agenda:** Dr. March made the motion to approve the agenda with the following additions requested by Kyle Willis:

- Location of Meeting (Proposed);
- Changes to Ordinance (Proposed)
- Report from Rescue Association.

Faye Barefoot seconded the motion. Agenda was approved.

**Approval of minutes:** Commissioner Garris made the motion to approve the minutes from August 9, 2007; Kyle Willis seconded the motion. Minutes were approved as presented.

### Old Business:

- A. Bell Arthur EMS-Request for Additional Funds-** Melonie Bryan reported that she receives a report from Bell Arthur EMS when they are short. The County has also advanced Eastern Pines EMS a part of their 1/12 allocation one week early.
- B. EMS Squad Contract Execution Report-** Melonie Bryan reported that all contracts has been executed.

### New Business:

- A. Request for Additional Funds-**Melonie Bryan referenced the handout in the packet showing the requests from the different departments in the county. Farmville EMS did not respond to the request sent out by Melonie asking for information regarding potential funding issues. Fountain reported they would barely be able to make ends meet providing they do not incur any unforeseen costs.

Kyle Willis reported that Farmville will more than likely request additional funds in the future because they have 3 major repairs. Kyle will send the request to Melonie.

Melonie reported that the reports show that 8% of the budget has been spent which is 1/12 of their annual budget.

Duane Holder asked if the reports are based on cash or accruals. Melonie reported that it is cash.

David Lusk asked if we requested a projected budget. Melonie responded that all squads received an email asked the squads to split their budgets. Some of them did split their budgets. Melonie reported that Falkland and Grifton did not submit their reports. They were sent emails last week.

David Lusk recommended that there be a committee formed to analyze data requesting the additional funding. He recommended that the committee be comprised of Kyle Willis, Jack Cote, Duane Holder, and Commissioner Garris.

**Motion:** Kyle Willis made the motion to form the subcommittee to analyze the data requesting the additional funding and the membership be made up of Kyle Willis, Jack Cote, Duane Holder, and Commissioner Garris. Faye Barefoot seconded the motion. Vote was unanimous.

**B. Lease of Pactolus EMS Building:** Noel reported that when Pactolus EMS dissolved the EMS building reverted back to the Pactolus Fire Department. Scott reported that there was a pre-exiting agreement with Pactolus EMS that as long as they operated as a 501C, that they could use the building.

JoAnne Burgdorff reported that in a meeting with Pete Roberson and Bill Branch that the fire department was seeking compensation. The County does not have cash money but the county to pay a nominal amount per year (\$1) and is willing to provide the upkeep and maintenance of the building and land upon the lease premises as spelled out in Section 4 A-E in the attached DRAFT Lease Agreement.

**Motion:** Commissioner Garris made the motion to present the Lease Agreement to Pactolus Fire Department. Duane Holder seconded the motion. Vote was unanimous.

**Non-Emergency Questionnaire:** Noel Lee reported that the questionnaire was sent out to all counties in the state. Noel asked for any feedback on the results. Duane Holder reported that he would like to see Pitt County added for comparison, and also the population of the county and the number of residents being served. Noel reported that it is hard to compare apples to apples because there are so many different variables in terms of what service is provided in each county.

Kyle Willis reported that he would like to ask the counties how profitable it is for them to use private billing companies. Melonie reported that a lot of the counties use aggressive billing tactics and when the county was using a private agency, the agency was not allowed to aggressively bill.

Noel reported that after review of the information and you have any questions, you can call the Emergency Management office.

**Non-Emergency Franchise Study**-Scott Elliott reported that EMSSTAR submitted a consulting proposal earlier in the year in the amount of \$45,000. At that time the Board of Commissioners tabled the idea. Since that time Scott has received a proposal from Life Safety Services out of Ohio. The fee proposed by Life Safety is much less than EMSSTAR. It is \$8,500. Not sure what kind of product we will get from Life Safety Services as well as EMSSTAR. EMSSTAR have recommended that the study include emergency as well as non-emergency services for Pitt County.

Kyle Willis asked if there is any hidden agenda here before the county opts to spend \$45,000. This is a concern of the Rescue Association since so much time was spent with the SOI process and we are right back where we were before that. Kyle reported that if someone has a backdoor proposal then they need to bring it to the committee and we may not need to do another study. Kyle also inquired of the committee if anyone has been approached by a commissioner regarding system changes they wanted to see.

Commissioner Garris reported that he is not aware of any hidden agenda and asked Kyle if he has heard anything to please share it with the committee.

Kyle Willis reported that what he has heard from a commissioner is QRV's and the closure of 2 squads bringing the total to 8 squads. The Rescue Association has said that if that is system the county is looking at then they would like to know upfront.

Scott Elliott reported that there are so many unknowns at this point that we do not know where the system is going at this time.

David Lusk reported that the committee has been tasked with how to provide EMS services for \$3.2 mil.

Tom Czaplijski reported that the hospital would be interested in seeing a consultant report.

**Motion:** Dr. March made the motion to recommend to the Board of Commissioners to obtain a consultant to complete a study of the emergency and non-emergency services for the county including the City of Greenville.

Faye Barefoot seconded the motion.

**Discussion:** It was recommended that the money would come from the contingency funds and not the EMS budget.

Vote was unanimous.

Jack Cote reported that Atlas and East Carolina Medical have been approved to provide non-emergency service. All six of the non-emergency franchises in the county are multi-county operations. Scott Elliott reported that the Board of Commissioners did approve the moratorium on not accepting any more applications for non-emergency franchises.

**LOCATION OF MEETINGS:** Kyle Willis recommended that the meetings be moved to the Commissioners Auditorium and that the meetings be taped. Scott Elliott responded that the only drawback to that is the cost. At present the county only tapes meeting such as the Commissioners, DSS, Health Department and Planning Board. This meeting is being taped (voice recorded) and it is available upon request. Minutes are also available upon request. The meeting will remain in the Emergency Operations Center.

**ORDINANCE CHANGE:** Kyle Willis requested that the Chairperson of the Oversight Committee be added to the ordinance to be able to present to the Board of Commissioners under C.3 of the Ordinance. It was thought that staff would be doing this and the Chair would not play a role. Scott Elliott reported that since this is a committee appointed by the commissioners that the Chair can report at any meeting he or she is recognized on the Commissioners agenda. David Lusk reported that, as needed, he will be at the meetings and be available for questions.

**REPORT FROM RESCUE ASSOCIATION:** Kyle Willis reported that the Rescue Association is concerned with the continued addition of forms being required of the county from the squads. He reported that the Monthly EMS Reporting form is asking for call volume and this is something that can be gotten from 911 reports. In regards to the Shifts and Covering Patterns being asked for on the above form, Kyle reported that each department is different. They have different staffing procedures. Noel reported that he would like to see the number of miles per call. This is not information that Emergency Management can readily obtain.

Commissioner Garris reported that it is confusing for him as to why squads are not comparative. We need for squads to get together uniformly.

Noel reported that Emergency Management gets a report from 911 and are presently working on getting useful information from that report.

Kyle Willis asked if it would be feasible for the committee to look at those items that the county does not have and this would be on the Service Data Form.

Meeting adjourned at 8:00 p.m.

**(Note: Next meeting October 11, 2007 in the EOC at 6:00pm)**

Respectfully submitted,  
Helen Bryant