



Department of Emergency Services

Advisory Council

Meeting Minutes

May 18, 2023

Executive Director Haas has called the virtual and in-person meeting to order at 6:01 pm on May 18, 2023. We have a quorum.

Present:

Non-Voting Members:

- DES Director Scott Haas
- Assistant Chief Jeff Morgan
- Assistant Chief Phil English
- Assistant Chief Zach Yerkie
- Medical Director Dr. Joseph Ciotola
- EMS Captain Kevin Brenner

Support Staff:

- Office Coordinator, Kelly Nelson
- Office Coordinator, Amanda Darling

Voting Members:

- Sandra Early (Consumer)
- Faye Williams (Consumer)
- Steve Pringle (Consumer)
- Steve Wilson (Consumer)
- Ben Hammock (Consumer)
- Steve Souder (Consumer)

County Commissioner

- Chris Corchiarino

Approval of Minutes

- February 9, 2023, Minutes: Approved
 - Motion: Ben Hammock Seconded: Steve Pringle

Announcements/ Special Guests

None

Commissioner Update:

None

Medical Director's update- Dr. Ciotola

- **COVID**
 - Lowest case rate in the State
- **Grant status**
 - Has received a community disparity grant
 - \$225,000 award
 - Planning to bring AEDs to high need areas
 - Will be presenting to the Commissioners
 - Left over funds will be used for
 - Upgrading MICH vehicle
 - Purchasing additional vents
 - Upgrade MDTs in EMS units

Director's Update- Director Scott Haas

- **Budgets:**
 - Capital
 - Special Operations- Tower- \$500,000
 - **State project to total 1 million dollars**
 - 50/50 split
 - State will send invoices for our half
 - Has been in the works
 - Will be placed in the Queenstown area
 - Q: Will the new tower cover everything
 - A: It will still have some faults
 - 95% coverage
 - Queenstown area is the worst area
 - DES does commercial building radio testing on all new constructions
 - If it fails, the builder is responsible to install a BDA
 - Q: Will it have Verizon or AT&T cellular coverage as well?
 - A: That is up to the discretion of the state
 - Cell coverage in that area is always poor
 - C: When a cellular vendor is approached about issues with emergency calls, they must address the issue by law

- EMS- Vehicle- \$535,701
 - Was a significant increase as to previous requests
 - Last vehicle was purchased over 3 years ago
 - Previous requests were just for vehicle
 - This request is for a fully equipped unit
 - Will be used to place 6th transport unit in service
 - Will not require the stripping of equipment out of reserve units
- Special Operations- Planning- \$70,000
 - THIRA and Hazardous Mitigation Plan are both due
 - Both are mandated by FEMA
 - 70/30 split
 - 70% is covered by a grant
 - 30% is to be covered by the County
- EMS- Cardiac Care Equipment- \$84,894
 - Budget to replace 1 ZOLL monitor per year
 - Every other year there is a 50/50 grant to cover costs
 - FY24 is a grant coverage year
 - Current split is projected to be 20/80
 - Any additional funds in this project will go towards
 - AED supplies
 - Purchase of AEDs for county-wide use
- EMS- Emergency Equipment/ PPE- \$90,000
 - Purchase turnout gear for EMS scene response
 - Proactive approach to active assailant incident response
 - Purchasing ballistic gear for providers
- Special Operations- Radio Enhancements- \$200,000
 - Does not pertain to only DES radio needs
 - \$70,000- DES radio needs
 - \$130,000- Additional radio users throughout the county
 - Parks & Recreation
 - Sheriff's Office
 - Department of Corrections
 - Department of Public Works
- Animal Control- Vehicle- \$57,506
 - Is the amount for a new truck and outfitting costs
- Administrative- Vehicle- \$65,600
 - Replace one Chief vehicle per year
 - Is a fully loaded emergency response vehicle
- EMS- Station Renovations
 - Was moved to the DPW budget
- Special Operations- Grant services
 - Was requested by a commissioner to be added to the budget

- Was moved to the County Administrator's budget
- Total Capital budget requested: **\$1,603,701**
- Enhancements:
 - Flat line budgets
 - Will be for Benefits and Salaries
 - 1 Office Coordinator I - \$70,320
 - Will be under Kelly
 - Job duties to include:
 - Oversee EMS billing
 - Current EMS billing is a newly promoted Paramedic
 - Difficult to balance
 - New enhancements 7 audits have been added to the billing process
 - Took current EMS billing 3-4 months to complete
 - Was working on and off duty to complete
 - DES social media accounts
 - Current county PIO is stepping back from handling all DES accounts
 - DES will be responsible
 - Other duties as assigned
 - Q: What is the amount of revenue money coming in from EMS billing
 - A: Close to \$1 Million per year
 - Enhancements bring in an additional \$500,000 to \$800,000
 - Office Coordinator will be responsible to gather the paperwork
 - Position will be well worth it
 - Fire Inspector I - \$92,839
 - Current staffing in the FM division is
 - 1 full-time (Chief Morgan)
 - 5 part-time employees
 - 1 scheduled to leave soon
 - There is no backup full-time Fire Marshal
 - Chief Morgan has no understudy
 - Hard to take off
 - Will transfer one of the part-time positions to a full time
 - County policy mandates that part-time employees can only work a max of 30 hours per week
 - Current workload in the division is over that amount

- Capital projects were moved to Operations
 - No request for additional staffing levels
 - New transport unit is the only big request for FY24
- Communications
 - FY22 \$3,013,519
 - FY23 \$3,216,645
 - Proposed FY24 \$3,360,482
 - Reasons for changes
 - Moved staff to Special Operations division
 - Radio tech
 - Logistics
 - No requests for new staffing levels
- Support Services
 - FY22 \$1,148,514
 - FY23 Transferred
 - FY24 Closed
 - Subscriptions and Maintenance agreements were moved around
 - Radio related went to COM
 - IT related went to IT budget
- Emergency Management
 - FY22 \$321,532
 - FY23 \$441,965
 - Proposed FY24 \$673,027
 - Reasons for changes
 - Moved 3 staff to this division
- Animal Control
 - FY22 \$253,019
 - FY23 \$386,360
 - Proposed FY24 \$435,123
 - Reasons for changes
 - Vehicle purchase
 - Funds were originally under Capital but got moved to Operations
- Fire Marshal
 - FY22 \$217,813
 - FY23 \$242,870
 - Proposed FY24 \$285,901
- Sandra's review:
 - Health Insurance increased 20-40%
 - Don't really know why
 - Maybe related to family changes

- Admin
 - Contracted services increased 14%
 - Bids from vendors for contracts
 - Support budget was split
- Communications: other charges
 - Audit process
 - Change in the management of MD 9-1-1 Board money
 - 1 million from the Board was paid directly by the board
 - After audits Finance decided to pay invoices directly
 - Seek reimbursement from Board
 - =500k
- EMS Contracted Services, Data Processing
 - Ambulance billing and audit expenses
 - Specialized audits
 - Medicare
 - 500,000- 800,000 in revenue
 - Must pay fees to the auditor
 - Q: Who does the audit
 - A: PCG does the auditing
 - Quick Med Claims is the billing company
 - Currently in year 2
 - We are 1 of 5 counties who participated in the 1st year
- EMS Capital outlay
 - For new ambulance and associated costs to upfit/ equip
- Fire Marshal
 - Supplies and Materials
 - 5% increase based on price increases in FY24
 - Contracted services
 - New KnoxConnect subscription
 - Cloud based service
 - Allows key access to
 - DES Staff
 - Sheriff's Office
 - Volunteer Fire Companies
- Special Operations
 - Benefit change
 - Transferred 2 employees to this division
 - Other charges
 - \$40,000 is not an increase
 - Radio supply budget that transferred from COM

- Commissioner Budget hearings
 - 5/22/23 Bayside Elementary School 1900
 - 5/23/23 Liberty Building 1900
 - 5/24/23 Sudlersville Middle School 1900
- Next DESAC meeting 8/10/2023

Old Business:

- No

New Business:

- Yes

- Q: Emergency Room transfer times via private ambulance, is it better?
- A: Slightly better
 - Paper vs. Reality
 - Numbers decline a little bit
 - Transfer requests are being cancelled when they are too long
 - Companies are asking the request to be cancelled when too long
 - Request again with shorter response times
 - Looks better
 - Times are better since the peak
- C: Transfer of cares times have reduced
 - Baltimore and Annapolis have seen reductions
 - Capital region is still at 90% mark
 - Butler is an issue
 - Queen Anne's has an agreement
 - When you call, we come
 - Worried about the quality of care
 - From a business standpoint
 - Butler is making more on the Western shore
 - Closer to the hospitals
 - Not cost effective for them
 - Staff can make more at other places
 - Retention rate is not high
 - Medical Uber Type system
 - Shops all services in the State
 - Would order via online request
 - Butler operates at 3 levels
 - BLS
 - ALS
 - Critical

