



# El Dorado County Emergency Services Authority

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## JPA Emergency Medical Services Operations Committee (EMSOC) Meeting

Wednesday, February 17, 2021 – 9:00 a.m.

<https://zoom.us/j/97303394819?pwd=WThmMVFPcm53R0cvcHdoVjdzOTY3UT09>

Meeting ID: 973 0339 4819      Passcode: 398643

### MINUTES

Meeting called to order at 9:01 am by Director Cordero.

#### Attendees:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> CAL FIRE Cameron Park, Assistant Chief Sherry Moranz              | <input checked="" type="checkbox"/> CAL FIRE Cameron Park, Battalion Chief Jed Gaines    |
| <input checked="" type="checkbox"/> CAL FIRE ECC AEU, Battalion Chief Mike Batham                     | <input type="checkbox"/> CAL FIRE ECC AEU, Unit Chief Mike Blankenheim                   |
| <input type="checkbox"/> Diamond Springs Fire, Chief Bryan Ransdell                                   | <input type="checkbox"/> Diamond Springs Fire, Deputy Chief Ken Earle                    |
| <input checked="" type="checkbox"/> El Dorado County Fire, Chief Tim Cordero, <b>Chair</b>            | <input checked="" type="checkbox"/> El Dorado County Fire, Division Chief Trent Williams |
| <input checked="" type="checkbox"/> El Dorado Hills Fire, Deputy Chief Dustin Hall, <b>Vice Chair</b> | <input type="checkbox"/> El Dorado Hills Fire, Chief Maurice "Mo" Johnson                |
| <input checked="" type="checkbox"/> Garden Valley Fire, Chief Linda Szczepanik                        | <input type="checkbox"/> Garden Valley Fire, Battalion Chief Jon Michaelson              |
| <input checked="" type="checkbox"/> Georgetown Fire, Chief Glenn Brown                                | <input type="checkbox"/> Georgetown Fire, Bob Bement                                     |
| <input type="checkbox"/> Marshall Medical Center, EMS Coordinator Michele Williams                    | <input type="checkbox"/> Marshall Medical Center, Jackie Richardson                      |
| <input type="checkbox"/> Mosquito Fire, Chief Jack Rosevear   | <input type="checkbox"/> Mosquito Fire, Battalion Chief Dion Nugent                      |
| <input type="checkbox"/> Pioneer Fire, Chief Mark Matthews  | <input type="checkbox"/> Pioneer Fire, Battalion Chief Mike Stutts                       |
| <input type="checkbox"/> Rescue Fire, Deputy Chief Mike Lilienthal                                    | No Alternate   |

#### Guests:

Pat Callahan, IEC  
Rick Franchi, IEC  
Mark Ladas, IEC  
Bruce Meisenbach, IEC

#### Other Attendees:

Paul Dutch, Division Chief, El Dorado County Fire  
Cristy Jorgensen, Deputy Director EDC ESA  
Brian Newman, Assistant Chief Cal Fire  
Brian Veerkamp, Executive Director EDC ESA

#### 1. Approval of Agenda

First: Chief Hall  
Second: Chief Brown  
Committee Action: Agenda Approved

#### 2. Approval of EMSOC Meeting Minutes – 1/20/2021 Meeting

First: Chief Brown  
Second: Chief Moranz  
Committee Action: Minutes Approved

#### 3. Training Update

##### 3.1 AHA Training Site

- Staff met with Marshall Medical Center on next steps for the AHA Training Site. Marshall requested sample Training Site Agreements for review and estimated card credential needs between now and end of their fiscal year, October 2021. Staff submitted that information and Marshall is now evaluating whether their current budget can accommodate the card needs.
- Next steps will be negotiating the Training Site Agreement. Waiting on costs from Marshall.
- Michelle Williams has offered to assist with instructor training and monitoring.

### **3.2 Instructional Services Agreement**

#### **3.2.1 IEC Presentation**

- Rick Franchi, the Director of Operations for Industrial Emergency Council and Bruce Meisenbach, the Executive Director for Industrial Emergency Council gave a brief overview of the company, how they were established and some of the programs they currently offered. Rick introduced the other staff that were on the call. Discussed several of the current ISA agreements that IEC currently has in place with various fire departments across the state.
- Mark Ladas, the ISA and College Coordinator briefed the committee on what an ISA with Palo Verde Community College could look like. The college has been using ISA's for over 30 years. ISA's pick up after the JACs program ends after 18 months of employment in that current role with the department. IEC currently has in-service training ISA's in place with over 27 different fire departments. In-service training hours convert to reimbursable hours at an established \$ per student contact hour rate. Hours are broken down into lecture or lab-based hours. There is a minimum of 5 lecture and 5 lab contact hours per student required each year. There is a \$46 per unit fee that students (through the department) pay as well but receive college credit for the hours they accumulate. Through the ISA, reimbursable hours convert to funds that go back into the department's Training Division budget.
- Discussion on other training that can be submitted through the ISA as well including SFT courses, and other college level course deliveries. With a comprehensive course catalog, departments have a variety of courses to choose from.
- Discussed ways to track training hours by using Target Solutions to enter completion records. Submitting hours is a simple report run in TS that tracks all of the appropriate hours.
- IEC is available to meet one on one to answer additional questions that the department's may have.

### **3.3 Target Solutions Enterprise Agreement**

- Staff reported that the County TO's group has an Enterprise account with Target Solutions with allows for shared training resources and shared reporting by Enterprise Admins. The JPA was added as an Admin onto the Enterprise Account and is offering assistance to the member agencies in entering training records and managing the ISA reporting as requested.
- Staff reported that the EMT Ride-along Contract with Los Rios has recently been executed. Seeking direction on how to schedule EMT ride-alongs. The El Dorado campus class should be ready to enter their observation shifts the first part of April. The committee expressed concerns over COVID-19 restrictions and asked to table the discussion until closer to that April timeframe. The pandemic reactions are still unpredictable and need to be evaluated on a case-by-case basis. If the County is still in the Purple or Red tier and the departments are still closed to the public then ride-alongs will likely not be allowed.

Committee Action: Received Update

## **4. Old Business**

### **4.1 AVL Update**

- Staff reported that they have met with Chief Moranz, Chief Wood and Chief Newman to get the background information on the AVL project. Staff has also met with Radio Mobile to get the purchase history and the current progress on the app development.
- The County will always have connectivity issues just based on the topography covered.

- *The Radio Mobile AVL program seems to be a viable solution and is near ready to implement.*
- *App purchase can be done directly by the agencies with the new subscription based cost plan rather than funnel the costs directly through the JPA.*
- *Chief Cordero asked who the main POC will be for troubleshooting. Director Veerkamp stated that the JPA will still be the main POC for funneling issues back to Radio Mobile. Cal Fire is also available to assist with troubleshooting questions.*
- *Staff is requesting that agencies evaluate their AVL app needs and hardware needs (i.e. ipads, MDTs, etc) to be ready to move forward with purchasing.*

#### **4.2 Out of County IFTs & Refusal of Service**

- *No new report*

#### **4.3 Controlled Substance Plan DRAFT**

- *Staff presented an updated DRAFT Plan for review and discussion.*
- *The Controlled Substance AdHOC has met once to review the plan.*
- *Chief Hall would like the plan to be fully vetted in all aspects before going to the Board for approval rather than piece the plan together in stages.*
- *Discussion on disposal of expired and wasted medications.*
- *Discussion on swapping of meds between units.*
- *Chief Brown would like Dr. Brazzel to provide his approval on the proposed updated of units returning their expired medications back to the JPA. Staff will reach out to Dr. Brazzel for his approval.*
- *If Dr. Brazzel approves the concept of the JPA receiving all expired medications for reverse distribution, the JPA will send a memo out to the member agencies with the new process.*
- *Staff will continue to work with the Controlled Substance AdHOC on updating the language in the Draft Plan.*

#### **4.4 CQI Plan 2021 DRAFT**

- *The CQI Committee has been formed and members were emailed a copy of the DRAFT Plan. Staff is working to schedule the initial meeting of the committee. First order of business will be to adopt the proposed plan, then to develop the reporting measurables.*

#### **4.5 AFG Cardiac Monitor Purchase**

- *Chief Hall reported that Captain Warman is working on scheduling the vendor demos of the monitors. Requested timely response back to his requests for information.*

### **5. New Business**

#### **5.1 Response Reports: January 2021**

##### **5.1.1 Incident Summary Report**

##### **5.1.2 Mutual Aid**

##### **5.1.3 Move Up & Cover**

##### **5.1.4 IFTs**

- *Review the response reports. JPA Staff made some changes to the reporting features to provide data into the system overall including information on response to CSA 3 for MoveUps and Medical Response.*
- *Additional report was a Response Comparison report which looked at the period of July 1-December 31, 2020 and compared the each medic unit and the percentage of time spent on IFTs, Move Up and Cover Assignments and all other calls. Further analysis will be done to review apparatus placement when compared to response.*

#### **5.2 Policy Manual Update**

- *Staff presented a plan to update the existing JPA policies to bring them current with requirements. Policy binders have been created and will be delivered to the member agencies for easy review of existing policies. Policy review will first funnel through EMSOC on a monthly basis and then to the Board for final adoption.*

## **5.3 Inventory Audit Findings**

### **5.3.1 Surplus Items**

- *Staff sent out an Inventory Checklist to each member agency and conducted on site inspections of each medic unit. A number of items have been identified for surplus or write off. Staff separated out Fixed Asset, Essential Equipment and County owned assets for better tracking.*

## **6. Committee Reports**

### **6.1 ePCR Working Group**

- *Chief Hall met with Michelle at the LEMSA and met the new EMS Supervisor, Guy Valente. LEMSA is finalizing the draft policy and will send to Chief Hall to bring to the ePCR Working Group for review.*

### **6.2 CQI Committee**

- *Staff is working on scheduling the first meeting of the CQI Committee.*

### **6.3 System Enhancement Committee**

- *Staff is working on scheduling the first meeting of the System Enhancement Committee.*

### **6.4 Ambulance Spec Committee**

- *2 medic units are currently at Arrow for remount and 2 were sent back as surplus.*

### **6.5 LEMSA CQI Committee**

- *The LEMSA CQI Committee will be meeting monthly. With the new EMS Supervisor, the LEMSA will be sending out an online survey seeking feedback on this committee. Will also be sending out data reporting requirements that should be consistent with CA core measures.*

### **6.6 LEMSA MAC Committee**

- *The LEMSA MAC Committee will meet on a quarterly basis. The next meeting is schedule for April 14, 2021.*

## **7 Standing Items**

### **7.1 Upcoming Events**

- *El Dorado County Fire scheduled for September 23-26, 2021*
- *Red Hawk County COVID-19 Vaccine Clinics Every Thursday*
- *Discussion on vaccine supply order allocations*
- *EDH Fire hosting vaccine clinic on February 27 and March 27, 2021.*

## **8. Good and Welfare**

- *Chief Cordero mentioned that Jon Lyons will be retiring this June. Need to look for a new solution for vehicle maintenance. Discussion with agencies that may be able to perform minor maintenance in-house and submit for reimbursement. Staff will talk to Jon for recommendations.*
- *Chief Brown shared that GEO has hired a full-time Mechanic/Firefighter who will be performing minor maintenance procedures on the apparatus. Setting up a shop at one of the stations. Could be available to other agencies on a contract basis. Individual is working on obtaining certifications for work performance.*

## **9. Adjournment: 1058.**