

TRI-TOWNSHIP EMS STUDY COMMITTEE
Sunday, May 11th, 2014
AGENDA MINUTES
MEETING PLACE-TORCH LAKE TWP CONFERENCE ROOM

Call to Order: Char Lundy at 6: pm

Members Present: Char, Sharon, Mary, Jim, Aaron, Terry
Public: 4 attended – also 1 came 50 minutes late, left soon

Minutes: Approval of Organizational meeting 05/04/14 – Jim, second-Mary
Amended motion by Jim, seconded Mary to approve content with the exception of Ground Rules #8- to be further reviewed. Schultz to obtain information regarding minutes from MTA's site and report back. Tabled Rule #8 till next meeting.

Announcement: Sandy Ball, Milton Twp. Rep is unable to continue to have a seat on the committee. It was her decision, being in the best interest of her family and the committee, but sends her utmost respect to the committee and is confident of the success of this process. Her letter states that Milton Township is recommending Terry Zawora to fill her position.

Business:

- 1) Char called for and attended a meeting with Torch Lake Twp. board on 05/08/14 for the purpose of committee concerns regarding support to go ALS. The TL Twp. board passed a unanimous resolution that the board supports ALS as a target goal for their township, and that ALS service will be primarily at the TL Twp. Hall location. The board also passed a motion to pursue the committee team to review options of outsourcing ALS service for the three (3) townships or to create a consortium of 3 twps. to provide ALS service with a Governance body. They also reserved the option of providing ALS on their own.
- 2) The committee reviewed the resolutions of Torch Lake Township for clarification prompted from the May 4th meeting discussions and accepted the resolutions to move forward with the study committee team.
- 3) Reviewed the goals of this team & reviewed a handout of *Advisory Committees* obtained through MTA by Sandy Ball.
- 4) Discussion to prompt the 3 townships to come together at one table in an effort to clarify the purpose, goals and scope of the Tri-Township ALS research team. A memo will be put together and sent out to the board members.

Mission Assignments: review like information regarding options for EMS service from North Flight, Allied EMS and Mobile Medical Response (MMR) to be compared by working teams of 2 members. Teams are to research discussed categories of outsource options and to bring back to committee their research and findings. The teams are as follows: Mary and Terry –NF; Char and Sharon – Allied; Jim and Aaron- MMR. The following Categories for Comparison of Outsource Options, as discussed and agreed upon are:

- Staffing? Explain the cycle. Rotations?
- Building utilities-expenses? Ambulance lease agreement? Replacements?
- Equipment: maintenance & replacement
- Supplies are standard, but who provides?

- Where will ambulance be located?
- Fees for runs – who get them? Bills them?
- Billing process and responsibility
- Community involvement – i.e. B/P checks, CPR, etc. school events? Festivals?
- Liability to township – any historical examples?
- Lawsuits history of companies. Pending? Resolved? Personnel issues? Patient issues?
- Who pays insurances? On Ambulance & equipment
- Accountability of company to the township boards? Describe with examples
- Management/board staff involvement/oversight by boards
- Staff wages/benefits
- Field training -- frequency? Who sets it up?
- Education for staff – pay for course to move worker from one level to another? CEU's- Assist with Fire dept. responder training?
- Certification for service level function required? Does company make that happen?
- Response time – how to calculate?
- Overall cost to townships to contract for services they are proposing
- When is contract review? One-two or three years? When can cost be increased more than what signed contract was for?
- Will existing staff be hired if we contract with their company? Explain.
- Will company train existing staff to meet level of present service requirements?
- What is the organizational chart of your company?
- What are your accreditations? Certifications?
- What are results of surveys from state? Other surveys?
- How often and what are results of public evaluations?
- Does your company do long transfers taking the ambulance out of our area?
- Mutual aide in in a greater area may leave our township without emergency response capability? How would you address that?

SUMMARIZE: Teams start gather info; agreement with agenda items; Memo to be sent to the 3 townships for a clarification meeting; Mary will be gone May 23-June 1; Set up next meeting to be Sunday, May 18th - 6PM at Torch Lake Twp. conference room.

Adjournment: by Jim – second Aaron at 7:57 PM

Submitted by recorder: Sharon Schultz

Minutes are subject to Committee Team for approval