

**EMERGENCY SERVICES COMMITTEE**  
**AGENDA**  
**08/18/05**

**UPDATES**

Approval of minutes from June Meeting  
2<sup>nd</sup> Annual Va Public Safety Volunteer Summit  
Rescue Service area changes  
September 'social' for ESC  
Squad patches/logos for website collage  
Mock Patients requested for training at St. Francis from 7 am 08/30/05 to 7pm 09/01/05  
Mark I Injector kits for the ambulances  
ODEMSA District V - Lynchburg Life Saving Crew offer via silent auction miscellaneous rescue equipment

**COMMUNICATIONS**

RFP - Towers and communications equipment  
Proposal/Quote from Howlett & Associates

**TRAINING**

EMT B – Sept 6 hosted by CVVRS, location CVVRS - need names & phone#/e-mail of those signing up  
NIMS/ICS training & status  
Additional upcoming training scheduled and/or suggestions for classes.

**GRANTS**

Upcoming RSAF grant cycle due 09-15-05  
Suggested ideas:  
Autopulse – Qty 6 (Rescue)  
AED/Defibrillator – Qty 6 (Rescue), consider re-assignment of existing to Fire  
Extrication Equipment – Fire  
Protective Equipment – Fire  
Vehicles – Fire/Rescue

**RECRUITING/RETENTION**

MRI Program updates  
OEMS recruiting/retention workbooks sent for all agencies

**AGENCY REPORTS**

Activity Reports

**MINUTES – 8/18/05**

**ATTENDANCE:**

AGENCY	REPRESENTATIVE		
<b>Cartersville VFD</b>	Not represented		
<b>Cartersville VRS</b>	Kelly Hale		
<b>Cumberland County Board of Supervisors Director of Information Technology Emergency Planning Commission Grant Writer/Administrator Sheriff's Office/Dispatch</b>	Bill Osl Aaron Hickman Jerry Giles Judy McReynolds Dennis Ownby		
<b>Cumberland VFD</b>	Kevin Ingle		Bruce Zirkle
<b>Cumberland VRS</b>	Rose Payne		
<b>Randolph VFD</b>	Bill Bailey	Steven Thompson	Dan Pempel

The minutes from the July 21, 2005 meeting had been e-mailed. No comments or changes were made and the minutes were accepted as distributed.

**2<sup>nd</sup> Annual Virginia Public Safety Volunteer Summit** will be held in Charlottesville **August 27-28, 2005**. Bill Osl stated that the county will pay for registration and travel but because of travel distance will not pay for hotel accommodations. Kelly Hale checked on hotel rates for the summit if anyone was interested in staying overnight and the rate quoted was \$75 per night. Kelly Hale, Rose Payne and Jerry Giles will be attending and will report at the next meeting.

Dispatching under the new **Rescue Service Areas** went into effect August 1, 2005. Although there have not been many calls in that area it appears the transition has went smoothly.

**1<sup>st</sup> Annual Emergency Services Day** is scheduled for **September 24, 2005 at 1:00**. Kevin will see about possibility of holding it at Bear Creek Lake. Kelly will ask Tyson if they will donate chicken. Everyone attending will be asked to bring a covered dish. This activity will be open to all Emergency Services Agencies and their families. Kelly will need to have a **head count by September 17**.

Aaron still needs **agency patches** to create the website collage.

**Mock Patient Training** is being conducted at the new St. Francis Medical Center in Midlothian and they are looking for volunteers. The dates/times are **7 AM Tuesday 8/30/05 thru 7 AM Wednesday 8/31/05 or Thursday 9/1/05 from 7 AM to 7 PM**. If you are interested in participating contact Dede Foerster at 804-594-7437 or [deidre.foerster@bshsi.com](mailto:deidre.foerster@bshsi.com).

There has been a delay in the implementation of equipping EMS licensed vehicles with **Mark 1 Auto Injector Kits** due to pricing issues. An expected completion day of this project is November 1, 2005. ODEMSA will be issuing protocols and providing training.

Lynchburg Life Saving Crew has some **equipment** they are making available through a **silent auction**. Interested agencies should contact Grant Azdell, Chief, LLSC at [azdell@lynchburg.edu](mailto:azdell@lynchburg.edu).

**Communications RFP...**

\*Proposals are due 8/30

\*The RFP can go out on EVA but is Quality better over Quantity...would 2-3 good ones be better than numerous ones to review?

\*Is one week an acceptable time frame... Yes, and it can be extended if needed

- \*Put everything out in one RFP and accept pieces from different vendors
- \*This RFP is to replace VHF System and fiber...not anything to do with towers.
- \*Have in RFP to help with manuals, SOP's and training?

**Howlett and Associates** submitted a proposal to offer the following services:

1. Radio Project and Needs Assessment           \$95.00/hr       \$50,000 Maximum  
Will conduct field testing of equipment, identify coverage problems, make recommendations for technical diagnostic assessment, coordinate various contractors necessary to implement changes and provide regular update reports.
2. Membership Incentives                           \$2,500.00  
Will develop three (3) options for membership incentives.
3. Revenue Recovery/Paid EMS                   \$95.00/hr       \$7,500 Maximum  
Will conduct a needs assessment for EMS service in Cumberland County as well as an assessment of current capabilities. This will include call load, response times and current level of service.
4. Emergency Plan Development                 \$12,500  
Will draft a revised Emergency Operations Plan, HASMAT/Terrorism Plan and Shelter Operation Plan meeting all requirements of the Virginia Department of Emergency Management and the new National Response Plan.
5. Consulting Services                               \$95.00/hr

It had previously been discussed that part of the 03 ODP grant funds be used for a needs assessment. It was the consensus of the committee that Service #1 is the most important. It was suggested that this service be included in the RFP being distributed for the communications equipment. Howlett and Associates, along with any other interested vendors, could respond to that section as long as proper verbage used. Aaron will let Bill Osl know how much money is available and if the grant can pay for consulting. It was noted that project management would probably be part of the quotes received from vendors as long as verbage included in RFP. All of the services that Howlett & Associates proposed can be included in the RFP without having to duplicate services and payments. Will need to make sure that insurance and worker's compensation is covered under vendor's for any contract work.