



**BOARD**

21502

# ALLEGANY COUNTY EMERGENCY SERVICES

11400 P.P.G. ROAD, S.E. CUMBERLAND, MD



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RICHARD

TIMOTHY

KEN MAY,

## August 8, 2017 Emergency Services Board Meeting

### CALL TO ORDER

The August 8, 2017 meeting was called to order by Chairman Dick DeVore at 6:00 P.M.

### ROLL CALL OF MEMBERS

The following board members were in attendance:

Dick DeVore  
Donald Dunn

Ken May  
Tim Dayton

Allen Ruby  
Bobby Pattison

### IN ATTENDANCE

Bryan Miller

Phil Via

Dottie Ruby

Susan Lee

John Clingerman

Kevin Rounds

911 Center

911 Center

Flintstone

ACDES

Orleans

Barton

Bobby Ritchey

Scott Yates

John Reginaldi

Greg Boyd

Dave Blanden

Good Will

Shaft

MEMA

District 16

Frostburg Fire

### APPROVAL OF MINUTES

The Minutes of the February meeting were approved as written.

### MEMBERSHIP

Dick DeVore reported that at this time, we'll be claiming two vacancies for the member-at-large positions as Mr. Miller hasn't attended any meetings in the year since his appointment. Any suggestions to fill these two positions should be addressed to Dick DeVore.

### PRESENTATIONS

None

## **COMMITTEE REPORTS**

### **DEPARTMENT OF EMERGENCY SERVICES**

#### **1. COMMUNICATIONS/911**

Bryan Miller reported that data sheets need updated. Dick DeVore added that the radio system installation is still in progress. It is hoped to turn that system on later in the fall. Also, there are three new dispatchers at the center.

#### **2. EMERGENCY MANAGEMENT DIVISION**

Susan Lee reported that Steve Shipley was brought on staff as the Emergency Management Coordinator on May 1, 2017.

#### **3. EMS DIVISION**

Bobby Pattison reported that we assumed operational control of Frostburg Ambulance as of July 1, 2017 and are staffing 24/7 with one ALS crew and 16 hours a day with a BLS crew. Throughout the county, we have the following:

- 24/7 medic at TriTowns
- 24/7 BLS crew at LaVale
- 24/7 medic at Corriganville
- 24/7 ALS crew at East Side
- Drivers at Flintstone and District 16 during the day
- Staffing of Cresaptown 18 hours a day.

Bobby also reported that approval was received to purchase narcotic knox boxes-med vaults and they have been purchased. We'll be working on those installs.

#### **4. SPECIAL OPERATIONS**

Dick DeVore reported that a meeting was held with Special Ops leadership to look at rejuvenating that program and to discuss way to encourage others to join the Special Ops Team in order to take it to the next level.

#### **5. EMS COMMITTEE**

Nothing to Report.

#### **6. FIRE SERVICES**

Nothing to Report.

#### **7. MEMA**

John Reginaldi reported that there are many training opportunities coming up and everyone should check MEMA's website.

#### **8. MIEMSS**

Bobby Pattison reported that Dwayne Kitis is still looking for sponsors for the "Night of Stars" scheduled for November 4, 2017. The protocol personnel listing was sent out and any companies who have people on that list who are no longer with your company need to notify MIEMSS in writing on your department's letterhead. Also, if

you have people showing on the list as “not” completing their protocols, but they’ve completed it, let Bobby know. Those who have not taken it will be receiving their suspension letter in September.

## 9. LOCAL EMERGENCY PLANNING COMMITTEE

Susan Lee reported that the LEPC meets four times a year with a very good turnout. The next meeting is October 10, 2017.

## OLD BUSINESS

### 1. April Appropriations

Ken May reported that there’s been a change on the SB508 requirements. This will now be handled directly through Dick’s office. Ken is forwarding each company a letter outlining the changes.

Motion was made by Tim Dayton, seconded by Bobby Pattison, to authorize the release of the October appropriations and release the remaining monies to the companies as their paperwork requirements are met. Motion passed.

### 2. SB508 Funding

Dick DeVore reported that there are numerous changes with the SB508 monies. For this year only, companies may still utilize the old way of requesting SB508 funds: Attestation Statement, bank statement, copies of invoices, copies of cancelled checks, etc. But starting this year and in all future years, the County will be paying the invoices directly and there will be no need for the attestation form, the bank statements, the cancelled checks, etc. Please note however, that we will honor both methods - this year only.

The new method only requires that companies send their invoices directly to the county, no need to maintain a 508 bank account, etc. Companies simply make the purchase and send the invoice. Companies still have the option to bank their SB508 money for two years – but only two years - as the law only allows you to hold that money for that amount of time. If you want to submit the old way by sending us the paperwork as usual, we’ll still honor that this year by cutting the check and sending it to your 508 account.

The process going forward would then be for you to work on closing that account, by making expenditures that match up with the 508 requirements, and then notifying us that the account was closed along with copies of the invoices of what that money was spent on for the auditors.

The State has changed the way the SB508 monies are distributed. Last year, the county received four quarterly checks for the amount of the allocation. Once they had all four, they’d cut the check in the fall and send it out. But the State is now sending out one check that’s showing up in October/November for the entire fiscal year’s allocation. That money is now available to you – the County will even front that money until they receive that check in the fall and will pay invoices right now for expenditures against those funds. No totals have been given yet, but it appears that you may have the capability of spending roughly \$24,000 of the 508 monies immediately, sending invoices to the county - and they will pay them. We will reach a point where the county will fully cut over and the process

will be to send the invoices as the only option. If you have any questions, please give Dick a call.

**PLEASE NOTE:** Once you send us your invoices, we are required to check for your FIRE REPORTS. If your FIRE REPORTS are not up-to-date, the invoices **cannot** be processed. That is State law.

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### 3. Rocky Gap Monies

Dick DeVore reported that he's trying to get the Rocky Gap monies pushed out. However, we're getting a lot of pressure from the State Fire Marshal's Office on the timely submission of FIRE REPORTS. So we need to make sure that FIRE REPORTS are submitted by the 10<sup>th</sup> of the month so that the data can be collected.

At the end of this past legislative session, there was a change made to the funding coming from Rocky Gap. The county was receiving a lower percentage than other casinos that were opening up. There was a move to balance that out across the board. We're still sorting through the changes to see the effect on our county. Companies who have projects in mind are encouraged to draft a letter on company letterhead as soon as possible to the Director of Finance for grant monies by identifying your project, and giving an approximate cost, or attach a quote, etc.

The casino is still performing better than anticipated and we're possibly looking at a number that's closer to \$35,000 per company. (This number could fluctuate). Avail yourselves of every opportunity to reach out to our elected officials, stressing how important that money is to your operation and thank them for it. Also, please provide Dick with your feedback on how your company is using that money.

### COMMENTS FROM DEPARTMENTS

Concern was expressed over the possible collection of prescription medication at fire department functions. Dick DeVore clarified, reporting that the Sheriff presented this "*unused and/or surplus*" meds collection as a way to get these prescription medicines out of circulation. He clarified that one of the Sheriff's personnel would be attending the fire department's fund-raising events. They would also advertise it, be there to collect it, and to take it away. During this discussion, it was suggested that it needed to be made clear that there'd be no "stored" medicines on site to alleviate the chance of break-ins at the fire companies. Dick DeVore will pass that onto the Sheriff.

### COMMENTS FROM BOARD MEMBERS

None.

### ADJOURNMENT

The meeting was adjourned by Chairman Dick DeVore at 6:45 P.M.

### NEXT MEETING

The next meeting of the Allegany County Emergency Services Board will be held on Tuesday, October 10, 2017 at 6:00 P.M. at the Emergency Services Headquarters in Mexico Farms. ---