



EDWARD FITZGERALD
Cuyahoga County Executive

Public Safety & Justice Services

**CUYAHOGA COUNTY
EMD COMMITTEE
MEETING MINUTES
OCTOBER 15, 2013 – 1:30 P.M.
RICHMOND HEIGHTS FIRE DEPARTMENT**

1. Updates

- Contract has gone through final revisions from both parties, signed by APCO and is currently waiting to be placed on Mr. FitzGerald's Agenda for signature. Training cannot begin until contract is signed by both parties.
- We are required to issue a RFQ (Request for Qualifications) for the EMD Medical Instructor positions. Legal is checking on the language for insurance requirements and then RFQ will be published. Nancy will keep committee posted on its progress.
- Training for CECOMS staff has been delayed due to contract issues. Hoping to start training by the beginning of November. Some of this training may spill over into January. Still on target to begin training at the PSAP level by April, 2014.
- Looking into the viability of offering reciprocity classes for PSAP staff who wish to participate in county program and hold current EMD certifications from other providers. Nancy is looking into offering some of these classes at the beginning of the year and then periodically throughout 2014 as needed.
- Chief Neumann and Nancy did a presentation at the Fire Chiefs Meeting. Program was well received. Asked departments if they could support program by providing networking opportunities for dispatchers to receive CPR training and also support the QA/QI component of the program with a paramedic/medic to assist with call review.



2. Draft of CECOMS SOG

- Committee reviewed rough draft of SOG. Suggestions were made regarding defining distinct situations where CECOMS would stay on the line. These situations include life threatening incidents such as cardiac events, breathing trouble, child birth, uncontrolled bleeding. Nancy will work on revisions to be presented at the next meeting.

3. Suggested procedures for PSAP's.

- Committee discussed creating "templates" for PSAP's who may not have EMD in place and therefore no policies. Laura Hays of Strongsville supplied the EMD policy that they currently have in place. Further discussions will take place in the future. Nancy will create some sample policies for review at the next meeting.

4. QA/QI

- Nancy is currently working on some generic forms for CECOMS and PSAP's. More discussion regarding QA/QI will take place at next meeting.
- Initially, CECOMS will be reviewing ALL EMD related calls. This procedure may or may not change once we are able to analyze how many EMD assist calls per month are taking place.

5. NEXT MEETING

- Next meeting is scheduled for November 4th at 1:30 p.m. at Richmond Heights Fire Department

Meeting adjourned.



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