

The Mad River Township Trustees met in work session Monday April 29, 2013. Trustee McClure, Trustee Estep, Trustee Catanzaro and Fiscal Officer Leonard were all present. Trustee McClure called the meeting to order at 7:08 pm. The meeting opened with the Pledge of Allegiance.

Trustee McClure turned over the meeting to Interim Chief Beard. Chief Beard explained that the current medical director is stepping down. He has spoken to Springfield Regional Medical Center. Tonight we have Jonathon Smith, EMS Medical Director; Dr. Fyhoff and Dr. Quieteck are here to be considered for the medical director for the dept.

Elmer introduced the two candidates and asked some questions:

Give a brief bio and explain qualifications:

Dr. Quieteck is trained in family practice but has been in the emergency room for close to 32 years. He is the medical director at the Soin Hospital currently. He was the Washington Township Medical Director for 25 years.

Explain what you see as your role as the medical director.

For this dept the medical director would more than likely be an advisory capacity, assisting with education and signing the drug license, review runs and provide advice on an as needed basis.

What kind of training would you assist with the dept.

He would have to see the needs of this township and help facilitate the trainings and getting people into present. Make sure that the state requirements are being met and monitor the result of the training,

Explain your role with us during protocol testing.

It depends on where the dept. is and he would be onsite to observe or administer the testing.

Elmer explained that we have about 60 members and that typically one or two trainings are done a month.

Regarding the Q/A process: Make sure that it is being done appropriately and by applicable criteria and answering questions and monitoring the monitors and if issue arise being available to assist with finding the appropriate solution.

Jonathan explained that he would be the one to administer the tests and that they follow the Q/A on the EMS Council.

Jackie asked his expectations: He would expect to get reports derived from Q/A, expect to be aware of the trainings and meetings and to be invited to the trainings and to be covered by the township's umbrella policy for the administrators and township.

Captain Bostick asked if he would be available to come do some hands on training for the protocol testing.

He stated he would like to be involved and get to know the personnel and be a part of the plan.

Lieutenant Scott asked if he currently had an Ohio EMS card, he does not but would be willing to get that.

Are you going to charge the township? He does not have any plans to.

Are you available for emergency questions? He is willing if he is available.

Lieutenant Wendling, nothing to ask.

Dr. Fryhoff: Lived in this area his whole life, grew up in Northwest Clark County, and interned at WSU School of Medicine.

He is in his 7th year. He is currently the medical director in Farmersville. They have more of a volunteer component to their EMS. He sits on the regional EMS board. He would like the dept. to receive appropriate training and that is why there is the interest. He has been the medical director for Farmersville for 4 years, as well as provided trainings for Kettering.

Usually as a medical director they coordinate the teaching for the year ahead with the chief or instructor. He would work to make sure the schedules cover the required topics and would either teach the trainings or facilitate someone who would,

Practical airway testing before the protocol tests, run through the updates before the testing.

Jackie asked his expectations: He expects us to be enthusiastic about the work you are doing and have the best dept you can by keeping up to date with training and documentation and paperwork. Also making sure that the required CMEs are being done.

Captain Bostick asked about the online training 24/7. He feels that it is reasonable however a lot of his training is hands on but that it is a good source to training from another source. Kenny explained that a lot of people do the online classes. Dr. Fryhoff said that the monthly education trainings are required encouraging teamwork.

Lieutenant Scott asked if he has his EMS card. He doesn't. She asked about the drug license and the drug bag. He explained that he would review any changes to the drug bag. She asked if he was available for training. He said he would be available for trainings and would be around more during protocol.

Trustee Estep asked about his insurance, he said he falls under the same requirements as Dr. Quieteck.

Trustee McClure asked if they were available on Thursdays. They both explained that the training schedule would be done a year out so that they would be available.

Trustee McClure said we needed to look into our insurance policy.

Jonathan Smith explained his background that he is the EMS Coordinator for Soin and Springfield Regional, they use 24/7 training as well. He was and EMT for Silvercreek Twp in Jamestown and an ICU nurse before he moved into his current career. He currently works with the township.

Jackie explained that they have an EMS coordinator at every hospital.

Fiscal Officer Leonard introduced the consultants from Fulmer/Shaw consulting. David Fulmer and Robert Shultz. Bob Shultz explained his previous work in government. He went over his proposal to train those persons in the township that require training based on their positions that have records management. That training would be done first and then schedules of records retention and disposition and develop a policy for training and compliance. Once the schedules are in place a cleanup would occur to get the records in compliance with the current law.

Trustee Estep said that the biggest concern is that we have such a bag log of old records. Mr. Shultz stated that once the schedules are devolved the trustees would meet as the records commission and after that the turnaround is pretty quick. The historical society would be involved. Trustee Estep explained that a lot of the old records are being held with the local historical society.

Mr. Fulmer explained that the hardest part is to capture the records that you have and then to actually get those records disposed.

Trustee McClure asked if they had worked with any local governments. Mr. Shultz worked with the Clark County MRDD, Springfield Police Dept., Dayton Police Dept. Clearcreek Township, Training in Warren County, Mason.

Retention Schedules training etc, contract not to exceed \$4500. When everything is all done, there will be an option to purchase the software application loaded with all the retention schedules and then in the future for certificates for destruction, it can all be done right there with the software.

A discussion ensued about the cost and the records and what the contract entails. The timeline is about 6 weeks.

Old/New Business: Trustee Estep has the park grant information. She attended the Village of Enon's meeting. They will take the lead on the grant and do the administration of it. They would like a local match of \$1,265 and a commitment of some in-kind help in the area of equipment. Trustee Estep would like to propose a motion to participate in the State Department of Natural Resources, seconded by Trustee Catanzaro, all trustees voting yes.

Fiscal Officer Leonard brought up that we are currently going through AUP in lieu of an audit. The township is going to save almost 7k over last audit. This is in part due to the past audits being so clean.

Trustee Estep discussed the geoprobing contract.

There being no further business, motion to go into executive session to discuss possible personnel employment or appointment of services by Trustee McClure, seconded by Trustee Catanzaro, all

trustees voting yes. The trustees went into executive session at 8:29. Motion by Trustee Catanzaro, seconded by Trustee Estep to return from executive session at 9:16, all trustees voting yes.

There being no further business, motion to adjourn by Trustee Catanzaro, seconded by Trustee Estep, all trustees voting yes.

Robert M
Mad River Township
Trustee