

**Meeting of the Board of Fire Engineers
March 26, 2015**

Meeting convened at 7:39 p.m.

Members present: Chief Michael S. Trovato
Gerard Menangas
James Roderick Jr.

Others present: Rescue Captain Denise Russell

Rescue

Rescue Standby Seasonal Applications reviewed.

The departments New Policy requires new EMT's joining the department will have to fulfill at least 10 transports and adhere to the New Orientation program. (Policy attached)

Captain Russell informed the board that she had also discussed the Dispatch Policy with Acting Police Chief Jim Golden. Captain Russell asked Chief Trovato if he would also speak with Chief Golden re the dispatch policy. (Policy attached)

Captain Russell will be on vacation from April 28th to May 5th.

Motion: Roderick motioned to accept all returning seasonal EMT's & Paramedics and the two new paramedics, Buck Mabel and Ben Anderson; Menangas seconded the motion, All in favor.

CORI checks discussed. Saba Heyliger, Nicholas Pelkey, Julius Smith, Nicholas Stewart, Layton Reis, Barbara Prado and Drew Toma, Buck Mabile, Garth Stewart and Ben Anderson will be asked to consent to a CORI check.

Motion: Roderick motioned to approve the above named applicants for CORI checks. They will also be required to adhere to the department new orientation policy; Menangas seconded the motion, All in favor.

EMT Course Invoice #15-0002 for David Gonsalves and Layton Reis discussed. Provincetown will pay \$1250 for Gonsalves and \$625 for Layton Reis. Truro FD will pay the remaining balance of \$625 for Layton Reis. (Board vote at 9/10/14 meeting)

Motion: Roderick motioned to pay the Sylvester Consultants invoice as stated above; Menangas seconded the motion, All in favor.

Captain Russell will attend an Emergency Vehicle Driver Training Instructor Level class on May 9, 2015 at West Barnstable Fire Department. The class is being offered by VFIS. The first registration is free. Additional registrations are \$60.00 each.

Captain Russell left the meeting at this time.

Chief's Report

Deputy Roderick will be on vacation from April 8th to April 22nd.

Plan for 350 Bradford St development discussed. (old Michael Shays restaurant)

Cots are needed for Main Station. Ocean State Job Lot sells them. During the month of April First Responders are being offered a discount on purchases at the store.

Hydrants on corner of Center & Commercial St., Provincelands road and Bradford St, and Miller Hill and Bradford St. are Out of Service.

Air Pak masks needed. Paul Tucker will be contacted re the sizes.

Chief Trovato & Deputy Roderick attended a recent Chief's meeting and spoke with Sheila Lyons re the state of the fire academy.

Cape Cod Chapter of the Red Cross holding a centennial fund raiser.

House Reports

#5 needs:

Task force tip and pistol grip Elkhart nozzles. Mike Chute has a list. Chief Trovato will call Brewster FD to ask about nozzles.

#4

Hand lights in the cab of 194 are not charging. Gonsalves will be given a new hand light.

Ladder #2

Accountability tags needed. Paul Silva will be contacted.

Adjournment

Motion: Roderick motioned to adjourn the meeting; Menangas seconded the motion, All in favor.
Meeting adjourned at 10:15 p.m.

Provincetown Fire Department
1.004A Staffing and Dispatch Guideline for High Acuity Calls
(01/21/2015)

PURPOSE: The goal of EMS provided by the Provincetown Fire Department is to assure prompt response of the highest level of care needed by a patient. It is understood that the patient's best chance of a positive outcome is contingent upon the highest level of care being provided by the appropriate number of personnel being on scene in a timely fashion. This guideline should be used

by the department personnel in conjunction with current procedures used by EMD trained dispatchers (currently trained dispatchers through the Provincetown Police Department) for dispatching or requesting a second paramedic to an incident. The following is a guideline to be used to assure proper dispatch of a second paramedic to the scene. In accordance with 105 CMR 170.305(C) (2)(b)(c), such decision will be based on patient priority determined by the initial report (ie: 911 call) or patient presentation/condition upon arrival on the scene.

POLICY:

Priority 1: Deemed immediately life threatening:

A minimum of 2 Paramedics or 1 Paramedic and 1 EMT with 2nd medic requested on dispatch:

- Cardiac Arrest (Code 99)
- Airway Compromise or Obstruction
- Chest Pain with associated signs and symptoms
- Major Trauma and or Major Bleeding
- Severe Allergic Reaction with Airway Compromise (Anaphylaxis)
- Unconscious or Unresponsive with Airway Compromise
- MVA with a report of Serious Injuries

Priority 2: Potential to become life threatening/acute:

A minimum of 2 Paramedics or 1 Paramedic and 1 EMT with 2nd medic as deemed necessary on scene:

- Difficulty Breathing/Shortness of Breath
- Chest Pain/Discomfort with no associated symptoms
- Altered Mental Status
- Diabetic
- Drug Overdose/Poisoning (conscious)
- Seizures
- CVA/TIA (conscious)
- Heat/Cold Emergencies (conscious)
- Nausea/Vomiting
- Dizziness
- Allergic Reaction
- OB/GYN
- Abdominal Pain

Priority 3: Generally deemed non-acute:

A minimum of 2 EMT's shall be dispatched (preferably 1 Paramedic and 1 EMT) with the option to request additional EMT's and/or Medic(s) on scene:

- Non-acute Medical Complaints
- Minor Pain
- Minor Soft Tissue Injuries
- Minor Suspected Fractures (without circulatory or neurologic compromise)
- MVC with Minor or No Injuries
- Psych Calls/Section 12

It is presumed that an EMD-trained dispatcher will triage the initial call (when possible) to establish patient priority. If at any time the dispatcher does not appropriately dispatch a second paramedic, a request to do so will be made by the person in charge of the ambulance crew en route to the call or on scene. If only 1 medic is

available in the service area (Provincetown and Truro), the request for a 2nd medic may have to be made through dispatch and then to Barnstable County Control for a mutual aid ALS response to the scene. It will be the responsibility of the EMS crew responding to the scene, to be aware of the availability of responding paramedics, not the dispatcher. Dispatchers will announce the call with priority (when possible). If only one paramedic is responding and in the service area, and a high acuity priority 1 call triggering a 2nd medic be dispatched to the scene comes in, it will be that initial responding paramedics responsibility to ensure dispatch acquires additional ALS manpower through the Barnstable County Mutual Aid system. It is not possible for any policy to cover every incident encountered. This policy is designed to give the EMS crew and dispatchers a common guideline for the timely dispatch of two paramedics for the seriously ill or injured patient. In all cases the provider should be expected to use sound judgment based on dispatch information, Massachusetts State Treatment Protocols and their own skill sets to assure that the highest quality patient care is provided.

Respectfully,

Michael Trovato – Provincetown Fire Chief

James Golden – Provincetown Police Chief

John Thomas – CEO Lower Cape Ambulance

William Flynn – Cape And Islands EMS Director

Jacob Crowell, M.D. – Affiliate Hospital Medical Director CCH