

City Council Work Session Meeting Minutes

Dawes Conference Room
113 W. Dawes Ave., Bixby, OK 74008
December 11, 2023 at 5:00 PM

The agenda for the regularly scheduled meeting of the City Council Work Session of the city of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on October 20, 2023, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the City Council Work Session Meeting to order at 5:03 pm.

Roll Call

Shannon Duran, City Clerk, called the roll, and the following were present:

Members Present

Mayor Guthrie
Vice Mayor Founds
Councilor Girard
Councilor Revelis
Councilor Hirshey

Staff Present

Jared Cottle, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
Joey Wiedel, City Planner
Todd Blish, Police Chief
Mike Butler, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Agenda

1) Presentation and discussion on status of Fire Department Ambulance Service

Mayor Guthrie said Item 1 on the Agenda is up for discussion. Item presented by Fire Chief Mike Butler. Others who spoke: Chief Dickerson and Assist Fire Chief Joe Sherrell. Chief Butler presented the council with a slide show and a handout of the new Ambulance Service project. The Ambulance service project started 5 years ago to start a new ambulance service in Bixby to cut response times. Due to the long wait times, the City needed this service for the citizens, especially on this side of the bridge. The Chief provided the council with the stats, the history of calls, and response time. The Fire Chief advised the council of staffing changes over the past few years (2019-2024) to accommodate the growth within the City of Bixby. There was a need for EMS personnel who would be able to provide care for the ambulance service.

EMS Chief Dickerson provided the council with an update on the EMS staffing and training needs. The staff has completed proper training to ensure that citizens are in the proper care for the ambulance service. Council was provided with the Advanced EMT and Paramedics requirements. Management also had to attend proper training with the NFA(National Fire Academy). This training required them to attend extra extended hours to provide this service. Resources: Bixby Fire Department has a Peer Support Team of 8 members for First Responder support services

Deputy Fire Chief Joe Sherrell provided the council with an update on the stats of calls per day that require EMS service. The number of calls has increased by at least 1 call per day for ambulance services. Discussions on Emergency Room issues and solutions. Dispatchers have been properly trained on the new system that will assist with any calls for an ambulance. Deputy Fire Chief Sherrell plays an example of the new software and demonstration. Mutual aid discussions were held. Bixby Fire Department received certification to operate EMS as of 12/11/23. The new trucks will be picked up by the end of this week and the 3rd two be picked up on the first of the year. Deputy Fire Chief Sherrel provided the council with a demonstration of the Lucas devices that will be purchased to assist in the ambulances for care.

Councilor Hirshey inquires for clarification on the response time estimated between EMSA and Bixby Care. The new ambulances will have a response time of 5 minutes vs the 15 to 20-minute or longer response time for EMSA. The EMS transportation implementation averages \$370 cash per transport. Based on the 2021 survey that was put out to citizens on the new fees, citizens stated that they would be willing to pay the extra \$4.00 for better, quicker service. Therefore, the water bills will increase by \$4.00 per month to be \$7.50 total for EMS service at the beginning of the next water bill cycle. This service cannot be opted out of and is not an option. Any residents outside city limits will have the option to pay \$7.50 or \$90 a year and will have all the benefits of city limit residents. Those outside the city limits (rural) can opt-out however they would be responsible to pay for any transport fees. The new EMS service will be called "Bixby Care". Fire will send out information on the new service on social media, mailers, and news media to provide citizens with information on the Bixby Care service and rate changes.

2) Adjournment

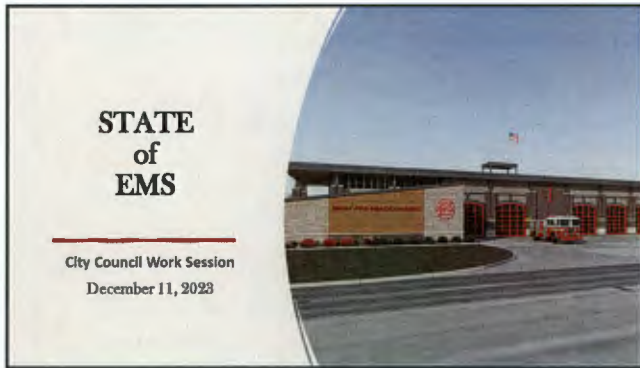
Adjournment was called at 6:01 pm

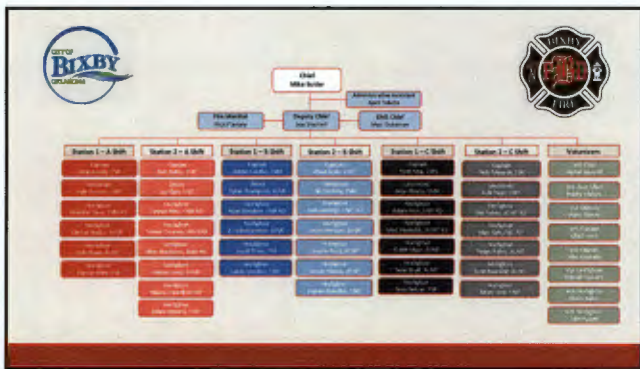


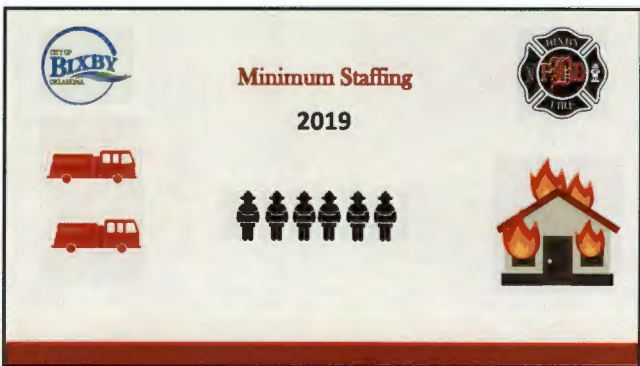
City Clerk

A blue ink signature, appearing to be "R. St.", is written over a horizontal line.

Mayor









Minimum Staffing

Today









Minimum Staffing

2024









EMS Staffing



Advanced EMTs

- 15
- 4 Start School In Jan.

Paramedics

- 5 (1 per shift + 2 admin.)
- Based at Station 1
- Reserved for Priority 1
- Future
 - 1 Graduating in Dec.
 - 2 Currently in school

Staff Rotation

- Fair Staffing
- Prevent Burnout



Advanced Life Support



Advanced EMTs

- EMT School (252 hours)
- AEMT School (320 hours)
- NREMT Certification
- 8 FTO Shifts
- Protocol Test
- OMD Credentialing
- 50 CEUs/2 yrs.

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Paramedics

- EMT School (252 hours)
- Paramedic School (1,053 hours)
- NREMT Certification
- 12 FTO Shifts
- Protocol Test
- OMD Credentialing
- 60 CEUs/2 yrs.

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- All AEMT Skills
- ECG Interpretation
- ~40 Medications
- Cardioversion
- Cardiac Pacing
- Needle Decompression
- Surgical Cricothyrotomy



ALS Credentialing



Advanced EMTs

- 8 FTO Rides (EMSA)
- Clinical Care
- Encoding
- ER Familiarity
- Scene coordination
- Unique call types

}

Experiences

- Cardiac Arrest
- Intubations
- Childbirth
- >750 Incidents



Management Training





National Fire Academy

Management of EMS

- 10-Days on Campus
- Personnel Management
- Resources Management
- Quality Improvement Techniques



Mental Health



Resources

- BFD Peer Support Team
 - 8 members
- First Responder Support Services
 - Counseling Services for FFs and immediate family

Incidents



2021* - 6%

2022 - 16%

At least 1 call per day increase with ambulances!



*Averaging 8.8 incidents per day



Bed Delay

"ERs holding ambulances hostage"



Issues

- ERs are overcrowded and understaffed
- ERs/EMS used in place of PCP
- EMS crews unable to offload at ER

"Solutions"

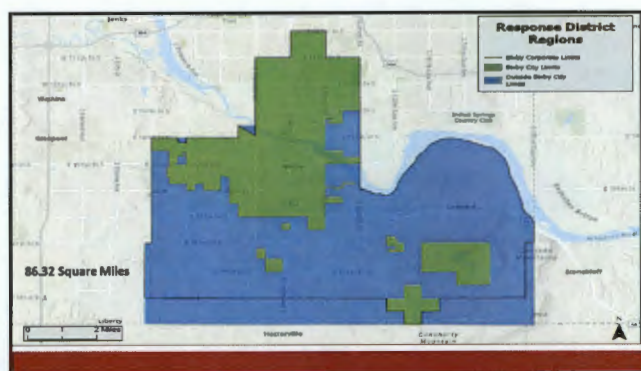
- Communication/Relationships w/ ERs
- Relief providers



Concurrent Calls



- 89 Occurrences 3 Calls or More
 - Requires Mutual Aid
 - 3rd Front-line Ambulance
 - Peak Demand





Mutual Aid



Mutual aid partnerships allow for EMS services to respond to call surges, overlapping incidents, and mass casualty incidents.

Receiving
Based on Incident Location

- EMSA
- BAPD
- Mercy
- MCEMS

Providing

- 2 Ambulances in Service
- 15 mile radius from 151st & Memorial





Emergency Medical Dispatch



<u>Completed</u>	<u>In Progress</u>
✓ Software Purchased	• CADS Interface
✓ Computer Server	• ProQA Training
✓ CPR Training	
✓ EMD Training	
✓ Supervisor Training	

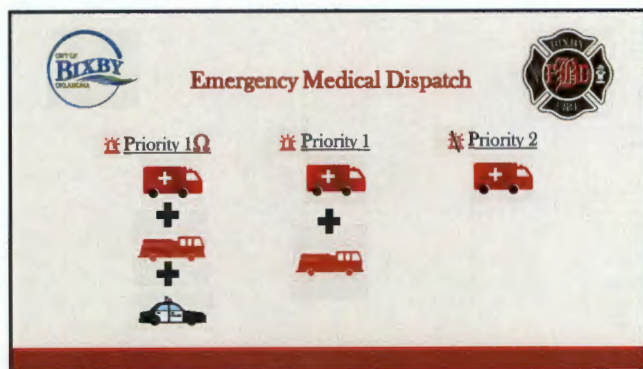


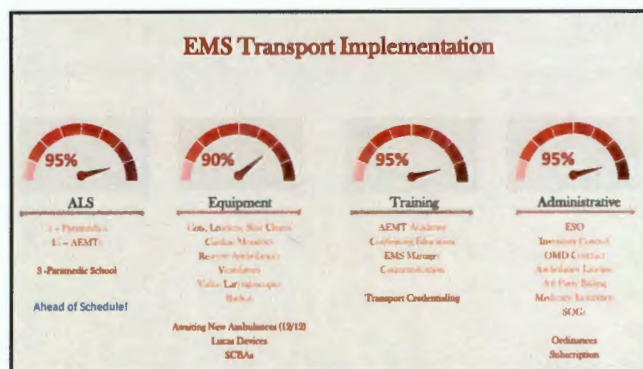


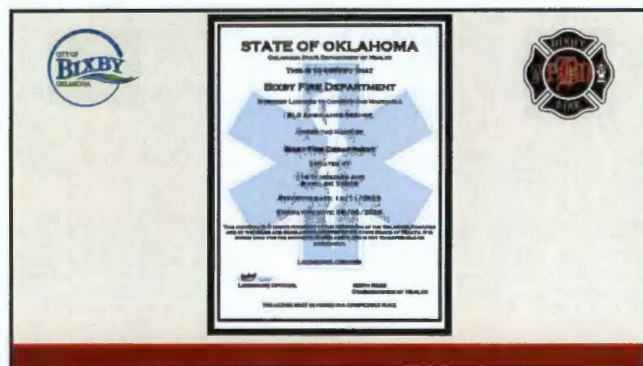
EMD Consultant

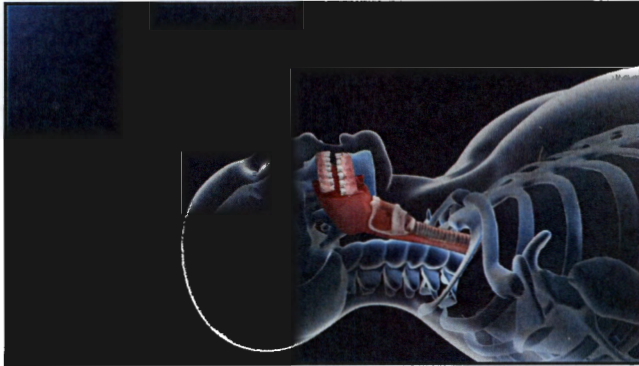


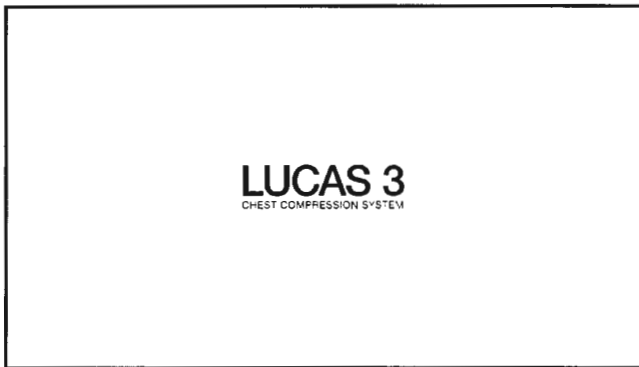
<u>General Duties</u>	<u>Quality Assurance</u>
• Policy Development	• Review calls
• Cheerleader	• Performance Reports
• Education	• Coaching
• Admin Support	














Fee Schedule

BFD		EMSA	
BLS	\$1,200	BLS	\$1,300
ALS	\$1,300	ALS	\$1,300
Mileage (Loaded)	\$18/mile	Mileage (Loaded)	\$19/mile
Standby	\$100/hr	Standby	\$135/hr

Conservative Estimate of Cash per Transport \$370.00



EMS Subscription





Water Bill (City Limits) \$7.50/mo

2021 Survey Results

- 41% - \$2 + \$3.60 = \$5.60
- 37% - \$4 + \$3.60 = \$7.60
- 22% - \$6 + \$3.60 = \$9.60

Subscription (Rural & Non-Bixby Water)

- \$90/year
- 1200 residences out of city
- City residents on rural water





PR Campaign



- Social Media
 - Countdown
 - Meet the medics/dispatchers
- Mailers with Rural Dues
- News Media



Questions?