



# GREENE COUNTY AMBULANCE REVIEW STUDY

Wednesday, December 11, 2024 at 6:00 p.m.  
Cairo-Durham Elementary School  
**Meeting No. 3 Agenda**

---

1. Distribution of the following binder materials:
  - a. November 13<sup>th</sup>, 2024 Meeting Minutes Summary
  - b. Recently Published Report from NYSDOH – EMS Workforce Shortage
  - c. Fleet Inventory Data Sheet Questionnaire
  - d. Equipment Inventory Data Sheet Questionnaire
  - e. Facility Inventory Data Sheet Questionnaire
  - f. Emergency Medical Technician and Paramedic Civil Service Titles and Descriptions
  - g. NYSDOH Medical Supply Policy Statement
  - h. Best Practice Example: Medical Supply Inventory List – West Virginia
  
2. Discussion Points:
  - a. Consolidated Procurement Alliance
    - i. Master Inventory Lists
      1. Discussion On Distribution Mechanics
      2. Warehousing vs. Drop Shipments
      3. A/P and A/R Agreements
      4. Identify Existing Vendors (ie. NYS Contract)
  - b. Asset Management
    - i. Fleet Inventory Lists – See Attached
    - ii. Equipment Inventory Lists – See Attached
    - iii. Facility Inventory Lists – See Attached
  - c. EMS Vehicles and 911 System Monitoring
    - i. Required Equipment – CAD System Compliance
  - d. Consultant Recommendations
    - i. Consensus Opinion – Choices:
      1. Territorial or Geographic Areas With Overarching Management
      2. Countywide System With Overarching Management
    - ii. System Design:
      1. With either selection, what is the make-up of staffing and vehicles?
      2. How is response time defined?
      3. Does the fly car element remain – meaning transport in second vehicle?
      4. Complete conversion with Paramedics positions within transport?
      5. Work shift evaluation – 8-hour, 12-hour or 24-hour shifts?
      6. There must be a defined 24/7 Shift Supervisor with either option.

- e. Financing:
    - i. Special Taxing District – Upon NYS Approval
    - ii. Equitable Cost Sharing:
      - 1. Call volume
      - 2. Current cost transfer
      - 3. Assessed Valuations
      - 4. Population Per Capita Percentages
      - 5. Hybrid
      - 6. County Responsibility
    - iii. Asset Management Equity
      - 1. Depreciation Credit
      - 2. System's Purchase
      - 3. System's Absorption
  - f. Workforce Review, Consolidation, and Reorganization
    - i. Review Service Job Titles, Qualifications, and Responsibilities (Civil Service System)
    - ii. Identify Required Training, Continuing Educational Certifications
    - iii. Devise Table(s) of Organization, Chain of Command, and Span of Control
    - iv. Review Scheduling Work Shift Options
    - v. Conduct Employee Interviews
    - vi. Identify Recruitment and Retention Issues
    - vii. Conduct SWOT Analysis
- 

**NB: Next Meeting on January 8, 2025 will also be at the Cairo-Durham Elementary School**