

Newberry County Council
Public Safety Committee Agenda
Monday, June 13, 2022, 6:00 p.m.
Courthouse Annex Council Chambers
1309 College Street
Newberry SC 29108

1. Call to Order – Todd Johnson, Chairman
2. Election of Committee Chairman for 2022
3. Additions, Deletions, and Adoption of Agenda
4. Approval of October 4, 2021, Minutes
5. An Ordinance establishing and implementing a program to charge mitigation rates for the development of emergency and non-emergency services by the fire or rescue department for services provided/rendered for the Newberry County Emergency Services.
 - a. Discussion
6. Discussion of rolling stock
7. Discussion of diverting funds from MCIP/FILOT for a capital fund
8. Discussion of grants consultant meetings
9. Discussion of \$3 public safety fee on vehicle and boat tax bill
10. Proposal for renting the training facility
11. Discussion of possible new position for Public Safety Training Coordinator
12. Public Comments
13. Comments/Requests from Committee
14. Adjournment

**Newberry County Council
Public Safety and Courts Committee
Agenda
Monday, October 4th, 2021– 6:00 p.m.
Courthouse Annex Council Chambers
1309 College Street - Newberry, SC**

The Newberry County Council Public Safety and Courts Committee met on Monday, Monday, October 4th, 2021 at 6:00pm for a regular scheduled meeting in Council Chambers at the Courthouse Annex, 1309 College Street, Newberry, SC.

Present: Todd Johnson, Committee Chairman

Mary Arrowood, Council Member

Johnny Mack Scurry, Council Member

Tony McDonald, Interim County Administrator

Tommy Long, Emergency Services Coordinator

Taylor Davenport, Assistant to the Administrator

1. Call to Order – Todd Johnson, Chairman

Todd Johnson called the meeting to order at 6:00 p.m.

2. Additions, Deletions, and Adoption of Agenda

Motion by Mrs. Arrowood to adopt the agenda as presented; seconded by Mr. Scurry. Vote was unanimous.

3. Approval of April 19, 2021 Minutes

Motion by Mrs. Arrowood to approve the January 25, 2021 Minutes as presented; seconded by Mr. Scurry. Vote was unanimous.

4. Discussion of the Central Midlands Hazard Mitigation Plan – Tommy Long, Emergency Services Coordinator

Mr. Long stated that this plan must be updated every 5 years. This needs to be approved to be sent to full Council for approval.

Motion by Mr. Scurry to send to full council; seconded by Mrs. Arrowood. Vote was unanimous.

5. Discussion of an Ordinance on billing for certain Fire & Rescue Calls – Tommy Long, Emergency Services Coordinator

Mr. Long is asking the Committee to consider an ordinance that would allow the Fire and Rescue departments to bill for certain calls. The Hazmat team already charges for the services.

Mr. Daniel Werts with Friendly Fire Department stated that he has responded to several false alarm calls to one plant in 2021. Taking time to answer these calls takes away time and resources from calls that need help. Mr. Werts is interested in Compassionate Billing where they bill the insurance companies.

The Committee request that staff and the County Attorney research the possibility of Compassionate Billing as well as, charging for false alarms and certain calls.

6. Public Comments

No public comments.

7. Comments/Request from Council Members

No comments from Council Members.

8. Executive Session (if needed)

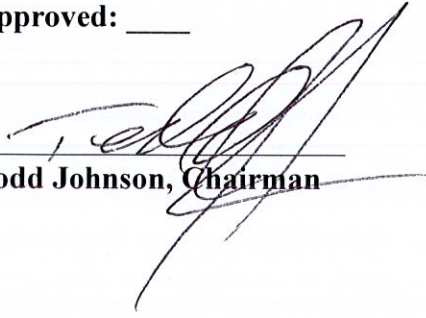
No executive session needed.

9. Adjournment

Motion by Mr. Scurry to adjourn; seconded by Mrs. Arrowood. Vote was unanimous.

Mr. Johnson declared the meeting adjourned at 6:15pm.

Approved: _____



Todd Johnson, Chairman

Taylor Davenport, Asst. to the Administrator

ORDINANCE NO: _____

AN ORDINANCE ESTABLISHING AND IMPLEMENTING A PROGRAM TO CHARGE MITIGATION RATES FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY SERVICES BY THE FIRE OR RESCUE DEPARTMENT FOR SERVICES PROVIDED/RENDERED FOR THE NEWBERRY COUNTY EMERGENCY SERVICES.

WHEREAS, the emergency and non-emergency services response activity to incidents continues to increase each year; Environmental Protection requirements involving equipment and training, and Homeland Security regulations involving equipment and training, creating additional demands on all operational aspects of the fire and rescue department services; and

WHEREAS, the fire and rescue departments has investigated different methods to maintain a high level of quality of emergency and non-emergency service capability throughout times of constantly increasing service demands, where maintaining an effective response by the fire and rescue departments services decreases the costs of incidents to insurance carriers, businesses, and individuals through timely and effective management of emergency situations, saving lives and reducing property and environmental damage; and

WHEREAS, raising real property tax to meet the increase in service demands would not be fair when the responsible party(s) should be held accountable for their actions; and

WHEREAS the County Council of the Newberry County Emergency Services desires to implement a fair and equitable procedure by which to collect said mitigation rates and shall establish a billing system in accordance with applicable laws, regulations, and guidelines; Now, Therefore

BE IT ORDAINED BY THE COUNTY COUNCIL AND THE NEWBERRY COUNTY EMERGENCY SERVICES:

SECTION 1: The Newberry County Emergency Services shall initiate mitigation rates for the delivery of emergency and non-emergency services by the fire and rescue department for personnel, supplies and equipment to the scene of emergency and non-emergency incidents as listed in "EXHIBIT A". The mitigation rates shall be based on actual costs of the services and that which is usual, customary, and reasonable (UCR) as shown in "EXHIBIT A", which may include any services, personnel, supplies, and equipment and with baselines established by addendum to this document.

SECTION 2: A claim shall be filed to the responsible party(s) through their insurance carrier. In some circumstances, the responsible party(s) will be billed directly.

SECTION 3: The fire or rescue department's County Council may make rules or regulations and from time to time may amend, revoke, or add rules and regulations, not

consistent with this Section, as they may deem necessary or expedient in respect to billing for these mitigation rates or the collection thereof.

SECTION 4: It is found and determined that all formal actions of this County Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this County Council, and that all deliberations of this County Council and any of its committees that resulted in such formal actions were in accordance with all legal requirements, and the Codified Ordinances of the County Council.

SECTION 5: This Ordinance shall take effect thirty days (30) from the date of adoption as permitted by law.

SECTION 6: The Mitigation Rates lists in Exhibit A will increase by 1.5% annually or based on the annual percentage increase in the Consumer Price Index (CPI), as developed by the Bureau of Labor Statistics of the U.S. Department of Labor, whichever is more. Rate adjustments will occur on the anniversary date of this ordinance/resolution to keep the fire and rescue department's cost recovery program in conformity with increasing operating expenses.

Passed: _____
Signature

Approved _____
Signature

VOTE ON PASSAGE: ___ Yea ___ Nay ___ Abstain

Attest: _____
Clerk

I, _____ Secretary to the Council, do hereby certify that the foregoing Ordinance No. _____ was duly published in the _____, a newspaper of general circulation in the City or Town on the ____ day of _____, 2____; and I further certify the compliance with the Codified Ordinances and the laws of the State of South Carolina, pertaining to Public Meetings.

Clerk

EXHIBIT A

MITIGATION RATES BASED ON PER HOUR

The mitigation rates below are average "billing levels", and are typical for the incident responses listed, however, when a claim is submitted, it may be itemized and based on the actual services provided.

These rates are based on actual costs using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance). Labor rates include an average department's actual burdened labor costs and not just a firefighter's wage. These include wages, retirement, benefits, workers comp, etc.

MOTOR VEHICLE INCIDENTS

Level 1 - \$506.00

Provide hazardous materials assessment and scene stabilization. This will be the most common "billing level". This occurs almost every time the fire department responds to an accident/incident.

Level 2 - \$576.00

Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. We will bill at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.

Level 3 – CAR FIRE - \$704.00

Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.

ADD-ON SERVICES:

Extrication - \$1,520.00

Includes heavy rescue tools, ropes, airbags, cribbing etc. This charge will be added if the fire department has to free/remove anyone from the vehicle(s) using any equipment. We will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.

Creating a Landing Zone - \$465.00

Includes Air Care (multi-engine company response, mutual aid, helicopter). We will bill at this level any time a helicopter landing zone is created and/or is utilized to transport the patient(s).

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary, and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

HAZMAT

Level 1 - \$816.00

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, set-up, and command.

Level 2 - \$2,913.00

Intermediate Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.

Level 3 – \$6,875.00

Advanced Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of decon center, detection equipment, recovery, and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene time - **each additional hour @ \$336.00 per HAZMAT team.**

FIRE INVESTIGATION

Fire Investigation Team - \$321.00 per hour.

Includes:

- Scene Safety
- Investigation
- Source Identification
- K-9/Arson Dog Unit
- Identification Equipment
- Mobile Detection Unit
- Fire Report

The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.

FIRES

Assignment - \$466.00 per hour, per engine / \$582.00 per hour, per truck

Includes:

- Scene Safety
- Investigation
- Fire / Hazard Control

This will be the most common "billing level". This occurs almost every time the fire department responds to an incident.

OPTIONAL: A fire department has the option to bill each fire as an independent event with custom mitigation rates.

Itemized, per person, at various pay levels and for itemized products use.

ILLEGAL FIRES

Assignment - \$466.00 per hour, per engine / \$582.00 per hour, per truck

When a fire is started by any person or persons that requires a fire department response during a time or season when fires are regulated or controlled by local or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the fire department response at a cost not to exceed the actual expenses incurred by the fire department to respond and contain the fire. Similarly, if a fire is started where permits are required for such a fire and the permit was not obtained and the fire department is required to respond to contain the fire the responsible party will be liable for the response at a cost not to exceed the actual expenses incurred by the fire department. The actual expenses will include direct labor, equipment costs and any other costs that can be reasonably allocated to the cost of the response.

WATER INCIDENTS

Level 1

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common "billing level". This occurs almost every time the fire department responds to a water incident.

Billed at \$466 plus \$58 per hour, per rescue person.

Level 2

Intermediate Response: Includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. We will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

Billed at \$932 plus \$58 per hour, per rescue person.

Level 3

Advanced Response: Includes Level 1 and Level 2 services as well as D.A.R.T. activation, donning breathing apparatus and detection equipment. Set up and removal of decon center, detection equipment, recovery, and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

Billed at \$2,3304 plus \$58 per hour per rescue person, plus \$117 per hour per HAZMAT team member.

Level 4

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates for each incident using itemized rates deemed usual, customary, and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

BACK COUNTRY OR SPECIAL RESCUE

Itemized Response: Each incident will be billed with custom mitigation rates deemed usual, customary, and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.

Minimum billed \$466 for the first response vehicle plus \$58 per rescue person. Additional rates of \$466 per hour per response vehicle and \$58 per hour per rescue person.

CHIEF RESPONSE

This includes the set-up of Command and providing direction of the incident. This could include operations, safety, and administration of the incident.

Billed at \$291 per hour.

MISCELLANEOUS / ADDITIONAL TIME ON-SCENE

ADDITIONAL TIME ON-SCENE (for all levels of service)

Engine billed at \$466 per hour.

Truck billed at \$582 per hour.

Miscellaneous equipment billed at \$350.

MITIGATION RATE NOTES

The mitigation rates above are average "billing levels" for one hour of service, and are typical for the incident responses listed, however, when a claim is submitted, it may be itemized and based on the actual services provided.

These average mitigation rates were determined by itemizing costs for a typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department's "actual personnel expense" and not just a firefighter's basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.

	<u>Year</u>	<u>Truck #</u>	<u>Type of Truck</u>	<u>Truck</u>	<u>Station #</u>	<u>Mileage</u>
1	2011	131	Ambulance	DODGE	13	57428
2	2012	130	Heavy Rescue	PETERBUILT	13	5566
3	2012	132	Rescue QRV	FORD	13	15434
4	2001	133	Rescue	FORD	13	14121
5	2007	141	Ambulance	FORD	14	57628
6	2012	140	Heavy Rescue	PETERBUILT	14	16252
7	2008	142	Rescue QRV	FORD	14	71263
8	2008	151	Ambulance	CHEVROLET	15	15228
9	2006	150	Medium Rescue	FORD	15	7637
10	2009	152	Rescue QRV	FORD	15	175385
11	2004	162	Ambulance	FORD	16	37615
12	2011	161	Ambulance	DODGE	16	14895
13	2012	160	Heavy Rescue	PETERBUILT	16	6500
14	1990	166	Medium Rescue	FORD	16	22801
15	2005	163	Rescue QRV	CHEVROLET	16	55819
16	2010	171	Ambulance	FORD	17	49419
17	2012	170	Heavy Rescue	PETERBUILT	17	10351
18	2013	172	Rescue QRV	DODGE	17	28967
19	2017	181	Ambulance	FORD	18	5747
20	2017	180	Heavy Rescue	FREIGHTLINER	18	5511
21	2013	182	Rescue QRV	DODGE	18	18193
22	2001	191	Ambulance	FORD	19	55656
23	2020	195	Heavy Rescue	FREIGHTLINER	19	1697
24	2002	190	Rescue QRV	FORD	19	19673
ATV's						
1		137	ATV	GATOR	13	NA
2		143	ATV	POLARIS	14	NA
3		165	ATV	MULE	16	NA
4		186	ATV	POLARIS	18	NA
5		193	ATV	KUBOTA	19	NA
BOATS						
1		138	Pond Boat	ALUMINUM	13	NA
2		135	Boat	SEAPRO	13	NA

REMOUNT DUE

3	146	Pond Boat	ALUMINIUM	14	NA
4	145	Boat	SEAPRO	14	NA
5	168	Pond Boat	ALUMINIUM	16	NA
6	169	Boat	ALUMINIUM	16	NA
7	175	Boat	SEAPRO	17	NA
8	185	Boat	SEAPRO	18	NA

	<u>Year</u>	<u>Unit #</u>	<u>Type of Truck</u>	<u>Truck</u>	<u>EMS #</u>	<u>Mileage</u>	<u>Station</u>
1	2012	1425-9577	Ambulance	DODGE	7114	159,160	Headquarters
2	2014	1425-7318	Ambulance	DODGE	7115	144,993	Headquarters
3	2015	1425-8801	Ambulance	DODGE	7116	180,003	Headquarters
4	2015	1425-8802	Ambulance	DODGE	7117	193,847	Headquarters
5	2016	1425-7409	Ambulance	DODGE	7118	194,306	Headquarters
6	2017	1425-7921	Ambulance	DODGE	7119	157,937	Silverstreet
7	2019	1425-5266	Ambulance	DODGE	7120	106,499	Headquarters
8	2020	1425-5267	Ambulance	DODGE	7121	103,432	Indian Creek
9	2021	1425-5267	Ambulance	DODGE	7122	22,560	Fairview
10	2005	1425-08	QRV	Chevy	EMS-C	91,827	Supv.
11	2009	1425-5469	QRV	Dodge	M22	93,866	QRV
12	2018	1425-1695	QRV	Dodge	M20	41,789	Director
13							
14							

Remount

	<u>Year</u>	<u>Age</u>	<u>Type of Truck</u>	<u>Truck</u>	<u>Station #</u>
1	1970	51	Utility	CHEVROLET	training
2	1984	37	Brush truck	CHEVROLET	7
3	1985	36	Brush truck	CHEVROLET	4
4	1985	36	Brush truck	CHEVROLET	8
5	1985	36	Brush truck	CHEVROLET	11
6	1986	35	Pumper	Chevrolet	4
7	1988	33	Pumper	International	4
8	1990	31	Brush Truck	Ford F800	9
9	1992	29	Pumper	International	8
10	1993	28	Pumper	International	7
11	1994	27	Pumper	SPTN	6
12	1995	26	Service truck	FORD	1
13	1995	26	Pumper	International	3
14	1995	26	Pumper	International	10
15	1995	26	Pumper	International	9
16	1999	22	Service truck	FORD	2
17	1999	22	Service truck	CHEVROLET	2
18	2000	21	Pumper	CHEVROLET	4
19	2000	21	Pumper	CHEVROLET	8
20	2001	20	Pumper	CHEVROLET	1
21	2001	20	Pumper	International	5
22	2002	19	Brush Truck	CHEVROLET	8
23	2004	17	Pumper	CHEVROLET	2
24	2004	17	Pumper	International	2
25	2004	17	Pumper	CHEVROLET	3
26	2004	17	Service truck	FORD	5
27	2004	17	Pumper	GMC	6
28	2004	17	Tanker	CHEVROLET	8
29	2004	17	Tanker	CHEVROLET	7
30	2004	17	Pumper	International	9
31	2004	17	Pumper	International	10
32	2004	17	Pumper	International	11
33	2004	17	Tanker	CHEVROLET	11



Newberry County Emergency Services

Thomas Long, Emergency Management Director
540 Wilson Road • Newberry, SC 29108
(803) 321-2135 • Fax (803) 321-2173



Fire Training Facility & Prop Fee Schedule

Usage Fee

Agencies requesting use of the facility shall be invoiced before the requested date. Checks or payment vouchers must be delivered by the scheduled date of usage. All drill ground rentals shall be invoiced for a minimum of (3) hours. Unless otherwise indicated, rentals that last beyond the initial minimum hours shall be invoiced for additional usage for each additional hour. Payment can be made by check or purchase order, made payable to Newberry County Emergency Services, 540 Wilson Road, Newberry, South Carolina 29108.

Cancellations

Cancellations shall be received 48 hours before the scheduled use date. If the scheduled user does not notify the Emergency Management Director before that time, fails to use the reserved use date, then the user shall be billed for that date. Any request for a waiver from this procedure shall be directed to the Newberry County Emergency Management Director and all decisions shall be final.

Fees

Due to changing costs in materials, fees may be subjected to change without notice.

Classroom

4 Hours	\$200.00
8 Hours	\$350.00

Structural Burn Building Use (1st, 2nd & 3rd Story Residential with Attic)

Live Burn	\$400.00/3 Hours Each Additional Hour- \$60.00
Non-Live Burn	250.00/3 Hours

Drill Tower

Hose Stretching, Ladders, SAR	\$100.00/3 Hours
Ropes, Bailouts	\$200.00/3 Hours Each Additional Hour- \$25.00

Roof Simulator

Peaked Roof (1-10 students)	\$100.00/3 Hours
Flat Roof (1-10 students)	\$100.00/3 Hours



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Technical Rescue Area

Confined Space Area \$100.00/3 Hours
Each Additional Hour- \$50.00

Industrial Training Prop

\$400.00/3 Hours

Flammable Liquid Pitt**

\$300.00/3 Hours

Vehicle Training Pad

1 Car \$300.00/3 Hours

Equipment Usage (To be used in conjunction with rental of the drill ground)

Plywood \$50.00 per sheet
Sheetrock \$20.00 per sheet
Firefighting Foam \$150.00/5 Gallons
Propane tank refill Consumer Rate @ Filling

Flammable Gas Fire/Car Fire Prop ** \$250.00

Hazardous Materials Training Area ** \$125.00

Pump Training Area ** \$125.00

** Future planned props.

County of Newberry

Position Description

Position Band: Professional 2 **Department:** Emergency Services
FLSA: Exempt **Reports to:** Emergency Services Director
Internal Title: Emergency Services Coordinator
Full-time/Part-time:

THIS POSITION DESCRIPTION DOES NOT CONSTITUTE, AND IS NOT MEANT TO IMPLY, A CONTRACTUAL RELATIONSHIP BETWEEN THE EMPLOYEE AND THE COUNTY.

Job Summary:

The Emergency Services Coordinator reports directly to the Emergency Services Director, and acts on behalf of the Emergency Services Director, when so directed, in emergency services matters within the purview of the Emergency Services Director. Areas of emphases include, but are not limited to, volunteer fire and rescue services, emergency preparedness exercises, emergency services communication systems, grant administration, and budgeting for the regular replacement of rolling stock such as fire engines, rescue trucks, and ambulances.

1. Major Tasks and Responsibilities:

- Drafts and administers departmental budgets, including, but not limited to, those for operating, capital, and rolling stock replacement.
- In conjunction with the board of rescue squads, the board of rural fire control, local law enforcement, the public works department, and the County's contracted emergency medical services provider, recommends emergency response policies, procedures, and preparedness.

- Prepares agenda for, and reports to full Council on, the business of Council's Public Safety and Courts Committee; prepares Committee's minutes.
- Develops plans in 5-year increments for replacing major rolling stock pertaining to volunteer rescue squads and fire departments, as well the County's contracted emergency medical services (EMS); fulfills this role within prescribed fiscal limitations.
- Makes routine departmental budget expenditure decisions.
- Ensures departmental compliance (including that from volunteer fire departments and rescue squads) with safety standards, including but not limited to those standards prescribed by OSHA.
- Works in accordance with the County's procurement personnel and policies, and within budget limitations, to source materials and professional assistance for those areas within his purview.
- Monitors weather conditions; communicates timely to local agencies the need for caution, special preparation, etc., concerning existing and impending weather conditions.
- Develops and implements planning and policies related to the handling and storage of hazardous materials, and the cleanup of hazardous materials-related incidents.
- Oversees Emergency Training Center and implements County's response in times of emergency or disaster.
- Does not execute contracts on the County's behalf.
- Effectively and accurately summarizes and reports on all Emergency Services-related matters, as requested by the Emergency Services Director.
- Performs other duties as assigned by the Emergency Services Director.

2. Skills, Knowledge, Experience, and Other Qualifications:

(Desired levels of formal education, professional qualifications, training, experience)

One or more of the following:

- Four-year degree from a sufficiently accredited academic institution, with coursework in such areas as business management, public administration, planning, communications, psychology, and political science.
- Budgetary experience in an agency or private sector business.
- Five years of experience as an Emergency Services Coordinator or Deputy Emergency Services Coordinator for a jurisdiction of comparable or greater size and service delivery complexity.
- Combination of skills, knowledge, experience, and qualifications that is Justifiably similar to the above.
- Preferably trained to Firefighter 1.
- Trained or willing to be trained as an EMT.

Each of the following:

- Ability to read, understand, and draft documents used for emergency response planning.
- Ability to understand technical manuals pertaining to emergency response-related equipment and machinery.
- Expert-level proficiency in Microsoft Excel, Microsoft Word, and Microsoft Power Point.
- Excellent written and verbal communication skills.
- Experience with service delivery and planning in a work environment that requires the cooperation of volunteers.
- A valid South Carolina driver's license in good standing

Classifications and number of positions directly supervised:

	<u>Position Band</u>	<u>Number of Positions</u>
1.	Service Delivery - 1	1
2.	Service Delivery - 2	
3.	Professional - 1	

Describe the level of independence and discretion is used in the position in the performance of the assigned job tasks:

The incumbent has the maximum levels of independence and discretion allowed to staff, except where explicitly constrained, and is correspondingly responsible for actions taken in the exercise of these freedoms. The Emergency Services Coordinator may expend significant resources within the restrictions/amounts and policies determined by County Council and may establish departmental procedures. The Emergency Services Coordinator makes recommendations to the Emergency Services Director concerning policies related to emergency responses by fire, medical, rescue, and law enforcement; he oversees and enforces such policies with relative independence.

Describe the physical requirements of the position:

(Degree of standing, walking, climbing, lifting, etc.)

- Requires sitting desk work of two or more hours at a time.
- Requires standing for two or more hours at a time.
- Must be able to climb at least three consecutive standard flights of stairs.
- Must be able to lift and carry items weighing up to 50 pounds.
- Requires extensive keyboarding dexterity and endurance.
- Requires intensive concentration for two or more hours at a time.

Employee Signature

Supervisor Signature

Date

