



*Leo S. Lutz, Mayor*  
*Kelly Murphy, Council President*

*Robert L. Pfannebecker, Solicitor*  
*Greg Sahd, Borough Manager*

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**Public Safety Committee Minutes**

Chair: John Novak  
Vice Chair: Kelly Murphy  
Member: Fran FitzGerald  
Alternate: Vacant  
**December 14, 2016**

**Members in Attendance:**

Chair: John Novak  
Vice Chair: Kelly Murphy  
Member: Fran FitzGerald

**Borough Officials and Staff in Attendance:**

Greg Sahd – Borough Manager  
Jeff Helm – Zoning/Planning/Codes Department  
Leo Lutz – Borough Mayor

**Guests in Attendance:**

Frank Splain – Executive Director – CQRS  
Tyler Seibert – EMS Chief – CQRS  
Michael Fitzgibbons – President/CEO – SVEMS  
Candy Prescott and two other attendees – SVEMS  
Dale Weibley – Citizen

The December 14, 2016 meeting of Columbia Borough Public Safety Committee was held at the Columbia Borough Council Chamber in the Municipality Building, 308 Locust Street. Meeting was called to order at 6:00pm by Committee Chair – John Novak. All members were in attendance. The Pledge of Allegiance to the Flag commenced upon the call to order.

**Order of Business:**

**Approval of the November Public Safety Committee Minutes** from November 9, 2016.  
Motioned by Member FitzGerald, Second by Vice Chair Murphy. Passed unanimously.

All members were advised that their meeting packets contained the **following reports from November for review**: CBPD Report, CBFD Report, CB Codes Department. It was noted by the Mayor that he did not forward the CBSD – SRO Report to committee but would forward to all members the next day.

**New Business:**

**Request to forward to Council from the CQRS to participate in the Columbia Borough Fuel Sharing program.**



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Motioned by member, FitzGerald

Second by Vice Chair, Murphy

**Discussion: Review for request and terms/condition for the CQRS participation.**

*See attached addendum for terms/conditions.*

**Unanimously passed. Forward to Council for review and consideration at the January 2017 Council Meeting.**

Introduction of Frank Splain, Executive Director of CQRS, for presentation and discussion of the recent purchase of an ambulance transport vehicle for the CQRS. (for introduction details, please see attached addendum for review).

After the introduction of Chair Novak, CQRS Executive Director, Frank Splain, did a brief presentation on the history of CQRS organization and discussed the purpose of the formation of an independent QRS entity in cooperation with the Columbia Hospital and their closing of its Emergency Room services. Initially formed to service the Borough of Columbia citizens as a 501C-3 organization in a "first responder" medical emergency capacity. Splain noted that the CQRS does not charge citizens for their services (in their present capacity of a QRS). Mr. Splain then did an informative "flip board" visual presentation on how medical emergency services are dispatched through the Lancaster County 911 Dispatch service. This presentation included the CQRS, SVEMS and other "stand-by" services from outside the primary Columbia Borough proper.

During, and after, Mr. Splain's presentation he entertained questions and concerns from those present:

Borough Manager, Greg Sahd, asked for clarification as to current CQRS responses. Does the CQRS charge Columbia Borough citizens and visitors for their services as a QRS? Splain responded that the CQRS does not charge for their services, and as such (QRS) does not transport victims from the scene to medical facilities/hospitals. Splain also noted that the CQRS is dispatched to every Columbia Borough emergency medical 911 call.

Borough Manager also asked in the case that if/when the CQRS was dispatched, in the future, and responded with a QRS vehicle and their ambulance transport vehicle and required the assist of a SVEMS responder to transport would then the victim (victim's insurance) be double charged? Splain responded no, that CQRS would "share" charges with SVEMS. President Fitzgibbons of the SVEMS disagreed, as no discussions have taken place between the two organizations and would cause a financial strain on the SVEMS.

Vice Chair Murphy questioned the QRS response and commitment to Columbia when their ambulance service began? Splain responded that their commitment of one dedicated QRS vehicle and ems responder would remain. Chair Novak asked the current commitment of vehicles and responders was in Columbia? Chief Seibert, CQRS, responded that their current commitment was two and would remain as such, even once an ambulance transport was put into service.

A full-time responder from the SVEMS, once a part-timer for both organizations, noted the value of the CQRS to the safety and emergency services provided to the Borough of Columbia and expressed hopes of positive relationships. Having worked for both organizations simultaneously, at one time, he expressed how professionally the two organizations interacted.



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Several discussions were exchanged as to the CQRS' ability to man and maintain both services to the Borough, and if the CQRS would begin providing transport services to municipalities outside the borough? It was noted that there were many issues and opportunities for the CQRS to address and explore as they moved forward.

Chair Novak noted that the Public Safety Committee is thankful to be able to provide a public forum for open, direct and honest discussions from groups and organizations that impact the safety and welfare of the citizens and visitors of the Borough. Chairman Novak thank the participants of this meeting for their professionalism displayed during this discussion and looks forward to continued cooperation and professionalism by and between all organizations and groups who will continue to impact the safety, and provide emergency services to, the Borough in whatever capacity they serve. Novak also noted that each organization that participated in the discussion currently provides an important service to the Borough and thank them for their dedication, passion, commitment they display and services they provide.

Continued Discussion:

EMC/EMOC discussion by EMC, Jeff Helm.

Helm noted that little new activity was planned or took place during the month of December, since the last November 24 EMOC participant meeting and radio training seminar. Helm relayed that he has mapped out the electric supply quadrants for the Borough but needs yet to contact the possible shelter or alternate EMOC providers for participation and commitment. The Electric Quadrant Map we provided at the discussion.

Helm noted that his primary focus for December was the transition of Borough Codes Department and he would again refocus on his EMC position the EMOC transition and relocation.

Vice Chairman Murphy asked how the reset at the new Borough location for the EMOC was going? EMC Helm responded that the progress was slow, again noting the Borough Codes Department transition focus during the month of December. Helm noted that a refocus on the EMC responsibilities and the EMOC at the Borough location was forthcoming in the beginning of 2017.

Chairman Novak noted thanks to EMC Helm for his focus on getting the Borough Council and Staff Training material packets available to Council and Staff to begin their required training for the EMOC in 2017.

Chairman Novak asked if the transition of supplies and materials from the previous EMOC location at the CBFDD has successfully taken place? EMC Helm noted that it had not. That a radio(s) and archives have not been moved to the Borough EMOC as of then. Helm did commit to the final transition of the EMOC in January 2017.

New Business (continued):

Borough Safety Issues addressed by Jeff Helm – Codes Enforcement.



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Helm noted that he and his staff had completed a safety review of 45 corner locations within the Borough that are non-compliant with ADA requirements (that being that they are not curved curbs and therefore are not wheelchair accessible).

Chairman Novak asked if this study was completed in conjunction with the public works department or an independent review? Helm responded it was an independent review but he would share his codes findings with the Highway/Public Works Departments for review. Helm noted that as long as the Borough was addressing and working on these non-compliant issues (45 corner locations) with highway/public works projects, the Borough should have no legal issues. Helm said he would share his finding with the appropriate Borough Departments. Chairman Novak, suggested to Safety Committee Member FitzGerald, who Chairs the Public Works/Highway Committee to also address and follow-up that Committee's next meeting.

Closing Remarks:

Safety Committee wishes to extend congratulations and best wished to the New Cbfd Chief – Doug Kemmerly, who will serve as Fire Chief for a term of two years beginning January 2017. The committee wished to extend much thanks to outgoing Chief Scott Ryno for his many years of service as Cbfd Chief and his dedication to fire service and protection of the Borough citizens and out visitors.

Thank you both and our best wishes in their future endeavors!

Next Public Safety Committee Meeting – Wednesday, January 11, 2017 @ 6:00pm

The Public Safety Committee wishes all a SAFE and HAPPY HOLIDAY!

Motion to adjourn: Vice Chair, Murphy      Second: Member, FitzGerald

Unanimously passed

Adjourned at 7:30pm

Public Safety Committee  
Action Points for Discussion  
For Agenda – December 14, 2016

Item 5: New Business – CQRS Discussion. Request from CQRS to participate with Columbia Borough in Fuel Sharing program.

**Make a motion to forward to Full Council for review, discussion (January 9, 2017) to permit the Columbia Quick Response Service (CQRS), 306 North 7<sup>th</sup> Street, Columbia, Pennsylvania to participate in Columbia Borough Fuel Sharing/Saving program. Account set-up (upon Council approval) will begin with-in two weeks of council approval and issuance of 3 participate cards to the CQRS (exclusive use for Frank Splain, Executive Director, Tyler Seibert, EMS Chief, and one other authorized associate) with set up and maintenance of ESCROW Account as stipulated in the CQRS and CB agreement for Fuel Sharing.**

**Second:**

**Discussion - Background:** CQRS was a participate in the Borough's Fuel Sharing (CBFS) program for several years. CQRS was severed from the program (approx. 3 years ago,) and is now requesting to become a participate to be able to share in the tax saving advantage through Fuel Sharing with the Borough of Columbia once again.

**Terms of participation:** An ESCOW Account for CQRS (exclusively for participation of the CQRS/CBFS program) is to be set up with the Borough of Columbia in the amount of \$5,000.00 to open and maintain said ESCROW Account for the purpose of Borough Treasurer to draw down against CQRS fuel usage monthly per "Monthly Statements" from the Borough. Whenever said ESCROW Account drops to a \$2,000.00 balance, CQRS agrees to replenish Escrow to the participation level of \$5,000.00. two monthly usage statements will be sent. One to Sager & Swisher (CQRS authorized accounting firm) for billing and replacement of funds. Second statement CQRS for their review of usage and charges and awareness of balance for replacement. In the event the ESCROW Account is not replaced and maintained when required at the \$2,000.00 level, the balance of the ESCROW Account can be utilized until the account reaches \$0.00 at which time the CBFS program will be discontinued and the CBFS Cards will be deactivated.

**Pass:**

**Comments:**

Public Safety Committee

CQRS Presentation – Frank Splain, CQRS Executive Director

Ambulance Purchase Presentation

December 14, 2016

Presentation Introduction by John Novak – Public Safety Chair

This evening we are pleased, on behalf of the Public Safety Committee, to be able to chair a forum for a public conversation and presentation by one of Columbia's Emergency Response teams – The Columbia Quick Response Service.

Columbia is truly a fortunate community to have been blessed with a premium group of organizations that's primary purpose of existence is to be the guardians for the safety and welfare of our citizens and Borough visitors. This list of passionate individuals make up a group of exemplary groups and organizations. It would be remiss of me to not take a moment before this evening's presentation to recognize some of those organizations that play such an integral part of the fabric of our lives. Chief Brommer and staff from our "Men & Women in Blue" – The Columbia Borough Police Department. Chief Ryno and staff from the finest Fire Company we know – The Columbia Borough Fire Department #80. Michael Fitzgibbons, President/CEO, and staff from The Susquehanna Valley Emergency Medical Services and tonight's presenter – Frank Splain, Executive Director, and staff from the Columbia Quick Response Service.

Some of these organizations are the product of success from a wide range of volunteer efforts and a passion for caring for their neighbors and neighborhoods that they service and protect. We all, too often, take volunteers, or dedicated men and women in uniform for granted. We should not. Next time you see these brave men and women in action or on the streets of our borough, take a moment to say "THANK YOU FOR ALL YOU DO!" Recognition goes a long way in rewarding an individual for their efforts, time and passion.

Little known and recognized facts about some of these organizations I would like to share with you before I turn over the floor to Frank is a few facts about the incident response statistics from our emergency first responders. The CBF

Incident responses for 2016 through November is 650 (from the Cbfd monthly Fire Chief's report) responses. Susquehanna Valley Emergency Medical Service incident responses for 2016, through October, in Columbia alone, were in excess of 2,400 incident responses for emergency and non-emergency transport responses, and the Columbia QRS dispatches approached nearly 2,300 through November of this year!

We thank all these organizations for their commitment to the Borough of Columbia!

At this time, I would like to introduce tonight's presenter from the CQRS – Frank Splain, Executive Director.