



## Paramedic Services Committee Agenda

Thursday, September 7, 2017  
Council Chambers  
County Administration Centre, Walkerton

1. Declaration of Pecuniary Interest
2. Action Items
  - A. Kincardine Lease (attached)
3. Information Items
  - A. Paramedic Services Information Report (attached)
4. Next Meeting

October 5, 2017
5. Adjournment



## Committee Report

**To:** Warden Mitch Twolan  
Members of the Paramedic Services Committee

**From:** Michael McKeage  
Director of Health Services

**Date:** September 7, 2017

**Re:** Kincardine Station Lease

---

### Recommendation:

That the County re-new the Lease Agreement with 392720 Ontario Limited for a further five (5) years reflecting changes as identified below.

### Background:

We have received a proposal from 392720 Ontario Limited to renew the Kincardine Ambulance Station License (attached) for a further five years expiring on October 31, 2022.

This facility, owned by 392720 Ontario Limited, consisting of 2200 sq. ft. is located on property at 369 Lambton St. Kincardine, Ontario. The existing "license" is a five (5) year license currently at \$42,825.84 per annum (\$3,568.82 per month) which expires on October 31, 2017. The cost per sq. ft. is \$19.47. The Lessor pays for all utilities and routine maintenance.

392720 Ontario Limited is proposing an increase of 5% in the first year for the length of the lease no further increase \$44,967.13 per annum (\$3,747.26 per month) \$20.44 per sq. ft. effective November 1, 2017 and expiring on October 31, 2022. The Lessor will continue to pay all utilities and routine maintenance costs throughout the term of the proposed contract.

### Financial/Staffing/Legal/IT Considerations:

The proposed increase is \$10,706.45, or 5% over the 5 year lease term. There are no staffing, legal or IT considerations associated with this report.

### Interdepartmental Consultation:

In Consultation with the Purchasing Division.



Corporation of the County of Bruce  
Paramedic Services

brucecounty.on.ca

**Link to Strategic Goals and Elements:**

There is no specific link to Strategic Goals and Elements

Written by: Steve Schaus - Chief of Operations

**Approved by:**

A handwritten signature in black ink, appearing to read 'Kelley Coulter', written over a light blue horizontal line.

Kelley Coulter  
Chief Administrative Officer



## Committee Report

**To:** Warden Mitch Twolan  
Members of the Paramedic Services Committee

**From:** Michael McKeage  
Director of Health Services

**Date:** September 7, 2017

**Re:** Paramedic Services Information Report

---

### Recommendation:

The Paramedic Services Information Report is for information.

### Background:

#### Service Review at Paramedic Services

An Inspector from the Service Review Team will be returning on August 30<sup>th</sup> to gather follow-up information required from our review in April, we will then await the final report and official 3-year certification letter.

#### Centralized Scheduling

The design and implementation of a centralized scheduling process for Paramedic Services and the two Long Term Care Homes is underway. The County's Policy and Planning team was engaged for a process review, stakeholder meetings, and to develop a GANT chart to guide implementation through various phases of this project. The initial staffing model has changed in order to ensure that effective training, consistent coordination, and workload management are the primary focus for the planned execution of this project.

The centralized scheduling position was posted internally and externally. This posting will close in late August with interviews scheduled for early September. Paramedic Services are also meeting with each home to go over their scheduling processes and collective agreement language to see if efficiencies can be made.

The Shift Superintendent vehicle has been outfitted with wifi so that after-hours paramedic scheduling with Avanti can occur while the supervisors are on the road.



## Fall Training

Paramedic Services will take part in their annual Base Hospital recertification this September and then another training session in November will occur to review some major updates to BLS patient care standards that take effect in December.

Some Paramedic Services management staff took part in a two-day LEAN training that was well received by all County staff that took part.

## Financial/Staffing/Legal/IT Considerations:

There are no financial, staffing, legal or IT considerations associated with this report.

## Interdepartmental Consultation:

There has been internal departmental consultation in the preparation of this report from Gateway Haven and Brucelea Haven.

## Link to Strategic Goals and Elements:

Goal # 4 - Find creative ways to involve all staff in our future

Goal # 6 - Explore alternate options to improve efficiency and service

## Original Draft of Report Prepared By:

Steve Schaus - Chief of Operations

Raymond Lux - Chief of Professional Standards

## Approved by:

Kelley Coulter

Chief Administrative Officer