



The **FEMS** Report

COMMUNICATION NEWSLETTER OF FREEHOLD EMS



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Let's Celebrate!

Happy birthday to our members with an upcoming birthday!

- Caleigh Edgeworth – 9/14
- Andrianna Chin – 9/15
- Selene Philben – 9/21
- Sean Lawlor – 9/23
- Victoria Cervone – 10/9
- Alicia Gross – 10/14
- Jacob Russ – 10/27
- Alyshia Aggarwal – 11/2
- Meha Aggarwal – 11/2
- Courtney Sawada – 11/4
- Amanda Gurecki – 11/6
- Joseph Shein – 11/6
- Alys Thornton – 11/9
- Jeeshan Ahmed – 11/20
- Sean Preston – 11/22
- Shihab Rahman – 11/24

Membership Approves Paid Staffing Program

Over the past several issues, we as an organization have experienced issues that threaten operational efficiency in the current model of business. Those two issues are dying volunteerism in the state coupled with a steadily increasing call volume in the coverage area.

To address these concerns, a committee was formed in 2018 to complete an analysis of the current threats to sustainability and identify a solution. The committee has dedicated many hours of research, discussion, and planning to formulate a plan. The committee consisted of:

1. Sean Preston
2. Robert Roche
3. Lori Itinger
4. Steven Morley

At the September Business meeting, the membership over-whelmingly approved a plan to authorize the Strategic Planning Committee to proceed with a plan for hiring paid employees.

What is the plan?

Through the hiring of four full time EMTs and additional per-diem employees, Freehold EMS will resume providing day-time coverage that has been halted due to staffing. Additionally, the organization will hire an "EMS Coordinator" who will manage the paid staffing program and the day-to-day operations of the organization.

When will this happen?

While the timeline is flexible and dependent on a number of factors, the plan would be to initiate the program during Q1 of 2022.

What does this mean for me, a volunteer?

Other than there now being coverage provided by the organization during the day, not much will change for volunteers. Volunteer leadership will remain intact, membership requirements remain, etc.

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Sept. 2021

Shout Out Central

Congrats to our newest EMT members:

1. Jacob Russ
2. Meghan Roeder

Congrats to our members who recently began EMT school:

1. Vincent Amato
2. Nina Rizzo
3. Chris Wertz
4. Olivia Rafferty
5. Tyler Dovel
6. Edward Conrada
7. Brittney Assael

2022 Budget Underway!

The Finance Committee is beginning the planning process for the 2022 Operating & Capital budgets. If there is something you would like the squad to purchase, please discuss with an officer or a member of the Finance Committee so a purchase requisition form can be filled out.

Please keep these budget review session dates in mind should you wish to attend:

11/8/2021

11/18/2021

Questions? Contact Lori Itinger or Sean Preston.



New Cadet Officers

Every year during August, the Cadet Program experiences a change in leadership. Mid-month, the Cadets hold an election and decide who will be the Officers for the upcoming year. Please congratulate the outgoing officers on a job well-done and offer additional congratulations to the incoming officers that are listed below:

Cadet Captain – Christopher Wertz

Cadet 1st Lieutenant- Abby Bossdorf

Cadet 2nd Lieutenant – Nila Rajakumar

New EHR on the Way!

The Executive Board has approved funding for the implementation of a new electronic health record system to replace the current ImageTrend System. The new system, emsCharts, will become the new charting software to maintain patient charting. The system will bring a multitude of benefits to the organization that are currently not had with ImageTrend. Some of these benefits include:

1. **HL7 Information exchange** – gives us the possibility of exploring interfaces with local hospitals to share patient data back and forth securely.
2. **Administration Tools** – emsCharts will provide administrators with exclusive reporting and quality tools to enhance documentation.
3. **Provider documentation** – the new system will help force providers to document appropriately, protecting providers with good documentation.

Stay tuned for more information and timelines!

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Membership Approves Paid Staffing Program (cont.)

One of the impacts to membership will be the re-investment in our volunteer membership by leadership. With less concentration on filling schedules and performing simple daily operational tasks, leadership will be able to dedicate more time and resources to identifying strategies to enhance volunteer membership. This includes discussions surrounding benefits, training, leadership development, recruitment and retention, etc.

Further, it is important to remember that this plan is being implemented to **supplement** the volunteer staffing. Volunteers will not be removed or treated any differently than they are today.

How Can I Become Involved?

Over the next few months, you will be hearing more information from the committee looking for feedback. We will want to hear from you on how we can build a cohesive culture where both volunteers and paid employees will be able to work together as a team to provide the best care to our patients!

The Strategic Planning Committee would like to thank the members for their optimism as we try to ensure Freehold EMS is able to provide quality service for another 80 years.

We are on the road to great success!



IN THE WORKS

An update on projects that are in progress, to keep you in the loop!

Upcoming Elections:

The election process for 2022 will commence at the October business meeting. A nominating committee will be appointed to identify individuals both interested and eligible to serve as Officers. If you are interested, please review the by-laws and ensure you are eligible for the position. After the October business meeting, reach out to the nominating committee if you are interested in running for a position.

Cadet Breast Cancer Shirt Fundraiser:

The Cadets are holding a fundraiser for their organization by selling Freehold EMS Supporter Breast Cancer Shirts. They are selling long-sleeve and short-sleeve shirts. A portion of the proceeds gets donated to the Susan G. Komen Foundation for Breast Cancer research. Support our cadets while also another great cause! [Click Here to Order a shirt!](#)

New Secretary Appointed:

The Trustees have appointed Kayla Ciok as Acting Secretary following the resignation of Sean Lawlor. Kayla has served in the past as a Cadet Officer and also as the Assistant Secretary. We are confident Kayla will do a great job! Please join us in congratulating her. Kayla can be reached at kciok@freeholdems.org and any Secretary questions should be directed to her.

From the Chief's Desk:

By: **Jeremy Hoffman, MICP, Chief**

Hello everyone! I am thrilled to once again contribute to this newsletter. There are a lot of big projects coming our way which will require your attention as we quickly approach fall. Your operations officers have begun the process of assigning field training officers who will be responsible for helping guide our new EMTs to developing their skills and becoming confident while working with patients. I am confident that once we work the “kinks” out of this process, it will become a vital part of our training process going forward. Please remember to be patient with us as we work towards something that few other volunteer squads do.

Since making the decision to transition over to EMScharts, I have been able to start the grueling process of administrative level training on it. This training is extensive, lengthy and will take some time to complete. Due to the limited availability of their staff as well as COVID-19 related challenges, administrative level training will not take place until early October which means that our live date will be pushed back. We will continue to push this as quickly as possible while ensuring it is done properly.

As always, we welcome any suggestions and feedback. On behalf of the road office, thank you all for your dedication, commitment, and loyalty to Freehold EMS!

THE FEMS REPORT

A NEWSLETTER TO KEEP
MEMBERS INFORMED ON
SQUAD HAPPENINGS

Executive Board Approves Master Facilities Plan

For many years, FEMS has experienced issues around the building. Low funding has consistently been a barrier to any major plans to make corrective action. Since we have become a billing agency, we have been able to make fiscal plans to finally take action on some of these issues. In July, the Executive Board approved a multi-phased Master Facilities Plan (MFP) to address a number of issues.

One of the biggest issues, one that members have been vocal about in the past, is the lack of space available for

members to utilize when on-duty. This is something that the E-Board has identified as being a high-priority. We want to be able to provide members with the appropriate environment to encourage spending time at our headquarters. Phase one of the MFP addresses this issue with a plan to relocate administrative offices to the second level of the building. Through the creation of a training room and administration suite on the second level, existing office space on the first level will be renovated and re-purposed for our membership. While there have been no official designations made yet for this space, discussions are ongoing related to bunk/sleep quarters, study room, game room, and more.

The second phase of the project will include renovations to the first level – mostly cosmetic work. This will include re-painting, new flooring, repairs to doors and door frames, etc.

The third phase of the project includes correcting the drainage problem and repaving the parking lot.

The last phase of the project will include renovations to the bay area, including bathroom updates, flooring updates, wall damage repairs, etc.

Many of these plans are long over-due and we are excited to move forward to be able to create a more professional environment for our membership!

IT Security Reminder

Cyber-security hackers are constantly trying to gain access to health systems through any means necessary. Please remember these important IT security tips:

- Never use Freehold EMS computers and devices for personal use.
- Never click on links you don't know.
- Follow password requirements

Upcoming Events:

- **Thursday, September 23** – Executive Board Meeting @ Freehold EMS
- **Thursday, October 7** – Monthly Business Meeting @ Freehold EMS
- **Monday, November 8** – Budget Review Session 1 @ Freehold EMS
- **Thursday, November 18** – Budget Review Session 2 @ Freehold EMS

