



## Department of Emergency Services

### Advisory Council

### Meeting Minutes

6/12/2025

---

Executive Director Haas has called this in-person and virtual meeting to order at 6:02 PM on June 12, 2025. We have a quorum.

#### Present:

- **Non-Voting Members:**
  - Director Scott Haas
  - Medical Director Dr. Joseph Ciotola
  - Assistant Chief Lori Morris
  - Assistant Chief Jeff Morgan
  - Assistant Chief Zach Yerkie
  - Assistant Chief Phil English
  - Captain Kevin Brenner
  - Sergeant Dan Ebling
  - Commissioner Chris Corchiarino
  - Joseph Tvelia
- **Voting Members:**
  - Raymond Aaron
  - Taylor Oldershaw
  - Sandra Early
  - Steve Souder
  - Steve Pringle
  - Buddy Thomas
- **Support Staff:**
  - Fiscal Administrator Kelly Nelson
  - Office Coordinator II Amanda Darling

#### Approval of Minutes:

- March 20, 2025
  - Minutes are approved
    - Motion: Taylor Oldershaw
    - Second: Steve Souder

#### Introductions and Farewell

- We have a new committee member who will officially start his term on 7/1/25.
  - Joe Tvelia

- Queenstown Resident
  - Strategic Communications background
  - Prior experience on Boards
- Round table of introductions
  - Steve Pringle
    - Queen Annes county resident
    - Background in Emergency Medicine
      - Formerly was a nurse at the Queen Anne’s ER
    - Has been a member of this committee for the last 5-6 years
  - Steve Souder
    - Is a resident in Bay City
      - Has lived in the County for 15 years
    - Retired from variety of Public Safety careers
  - Commissioner Corchiarino
  - Sandra Early
    - A resident of Kent Island
    - Has served on the committee for 6 years
      - This is her last meeting
    - Is a bookkeeper for Kent Island VFD for over 25 years
  - Buddy Thomas
    - Chief of Kent Island VFD
  - Raymond Aaron
    - Chairman of the Fire & EMS Commission
  - Taylor Oldershaw
    - EMS Chair of the Fire & EMS Commission
  - DES Staff introductions

**DES Budget Approval:**

FY26

- The Commissioners approved the budget Tuesday 6/10/25
  - It has been posted on the county website
- **Capital Budget**
  - Cut line items
    - Radio tower inspection and repairs - \$15,000.00
      - There was leftover money from previous tower climb
        - About \$10,000.00
        - We will need to come up with the remaining \$5,000.00
          - Will be able to find in our budget
            - Doesn’t hurt us that much
    - Emergency Plan Update - \$10,000.00
      - All plans are updated every 5 years
      - COOP plan is our least expensive plan
        - Plan to utilize other budget sources to cover the costs
    - Public Safety Network - \$190,000.00

- This is mainly for Phil's division
  - Used to replace 911 center electronics
    - Most of our equipment is on a 5-year replacement cycle
  - 2 budget cycles ago this line item was allotted for the same thing
    - IT was supposed to purchase equipment but never did
      - There are still outstanding monies in the account
        - Got cut because the money was not used
  - It will take 3-4 years to make up \$190,000.00
  - Still have another \$190,000.00 pending for the backup center
    - The backup center project is on hold
      - This project is dependent of the Courthouse remodel timeline
        - Estimated to be completed in 2 years
- Approved items
  - EMS transport unit and Supervisor vehicle \$732,997.00
  - SCBA, PPE & Ventilator upgrades \$176,115.00
    - We rotate annually on the purchase of SCBA and PPE
  - Cardiac Care Equipment \$101,407.00
    - Purchase of cardiac monitor a year
      - Used to replace old models
    - Remaining funds are used to buy AEDs for County
  - Radio Subscriber Replacement \$200,000.00
    - Funds the purchase of all radios requested by County departments
    - Purchase new radios
      - All radios will need to be phased out by 2030
        - The cost will only grow as we get closer to 2030
  - 911 Phone System Refresh \$2,400,000.00
    - This the largest expense
      - is grant funded by the Maryland 911 Board
  - Voice Recording System \$ 740,000.00
    - Records all 911 calls in the center
    - Will also be 100% grant funded by the Maryland 911 Board
    - Recorder is slated to be replaced this year
  - Radio Amateur Civil Emergency Service (RACES) \$15,000.00
    - Assist them with purchasing equipment
    - This group functions as our emergency backup for the radio system
    - If need be, funding for the tower climbs could come from this line item
  - **Requested amount:** \$4,580,519.00
    - \$215,000.00 has been cut
  - **Approved amount:** \$4,365,519.00
  - **Grant funded:** \$3,140,000.00

- **Enhancements**

- We had requested 4 new positions
  - Prioritized our grant funded position
    - Funding from FEMA is questionable
    - Position is funded through this fiscal cycle
      - No answer from the Feds or the State on funding
      - County Administrator has alluded that this position is in the budget
        - Could make cuts in other areas to keep the position in the department
  - Other requested positions
    - Were all cut
      - There will be no new positions in any department in the county
      - We support this decision since it is even and fair across the board
        - This allowed for the following to stay in place:
          - The Cost-of-Living Adjustment (COLA)
          - Pay for Performance increases

- **Operational Budget**

- The posted budget on the county website only gives you bulk numbers
  - We are going to break that down
    - Numbers are presented 2 ways
      - Entire allotment
        - Ex: Administration approved number is \$1.1 million
      - Other areas of the budget shows less
        - Subtract the revenue from the approved amount
        - How much is revenue generated
    - Grant Budgets
      - We maintain 5 grant budgets
      - They are independent
        - Do not show when you pull the budget up on the county website
- Administration
  - FY24 - \$1,047,173.00
  - FY25 - \$955,709
  - Approved FY26 - \$1,109,907.00
  - Revenue FY26 - \$195,815.00
    - Revenue is from Federal Grants
      - The grants are managed by Kelly and Amanda
        - Show in the admin budget
      - Grant programs fall under Lori's Division
- EMS

- FY24 - \$9,389,840.00
- FY25 - \$9,785,200.00
- Approved FY26 - \$10,536,194.00
- Revenue FY26 - \$2,089,415.00
  - Is less due to funding that will fall in this fiscal cycle
    - Check for \$500,000.00
      - If the check arrives before the end of the fiscal year, it will be entered into FY25
      - If it comes after June 30, then it will be entered into FY26
        - If this happens, we will be short revenue for FY26
- COM
  - FY24 - \$3,156,574.00
  - FY25 - \$3,554,907.00
  - Approved FY26 - \$3,885,284.00
  - Revenue FY26 - \$995,164.00
    - Revenue comes from the 911 Board
    - Phil created the Phone Refresh section in the budget
      - Shows the money going in and going out
        - Zero each other out
        - Will spend the money then submit to 911 board
- Support Services
  - Closed out in FY24
    - Moved to IT
- EM
  - FY24 - \$759,440.00
  - FY25 - \$1,031,971.00
  - Approved FY26 - \$1,051,617.00
  - Revenue FY26 - \$0.00
    - Shows zero revenue
      - Gets over \$1 million in revenue
        - Due to grant funds
          - This is not shown online
  - Had a \$20,000.00 increase
- Animal Control
  - Division is being moved to Animal Services
    - Budget will be moving with them
      - About \$500,000.00
  - Backstory on Animal Control move
    - Animal Control used to be under Animal Services
    - The County privatized Animal Services
      - Enforcement aspect could not be privatized
    - Animal Control was absorbed by the Sheriff's Office

- Were there for a couple years
  - Was broken out into its own entity
    - This lasted for about 2 years
  - Fell to DES after some issues
  - Animal Services has been reverted to a county service
    - Since Animal Services houses all the animals that Animal Control brings in, it makes sense to merge them back
      - Some issues on housing animals between Animal Services and our Department
- Fire Marshal
  - FY24 - \$311,159.00
  - FY25 - \$461,708.00
  - Approved FY26 - \$437,303.00
    - Is asking for less funding this year
  - Revenue FY26 - \$0.00
    - Has a revenue source
      - All their revenue falls under Planning and Zoning
        - Land Use & Planning
          - Revenue comes from Plan Reviews
        - FY24- \$128,000.00
        - Currently for FY25 \$120,000.00
          - Expected to catch up to FY24
      - We can see the revenue amounts, but it is not tied our department
- What we know:
  - Submitted Budget - \$17,020,305.00
  - Approved amount - \$16,824,490
    - \$195,000.00 has been cut
      - We have not been told what has been cut
        - This may have been due to benefits changes
          - Not concerned about that
        - We will find out July 1<sup>st</sup>.
          - When the numbers get entered in the system
    - Analyzing the possibility of a new EMS station later in FY26
      - Not sure if this will happen or not
        - Will keep this group up to date
      - Comment: The Commissioners understand the needs
        - Enhancements had to be paused to
          - Board of Education Blueprint funding
          - The State pushed expenses back down to the Counties
          - Position Enhancements were paused so taxes were not raised this year
    - Federal Grants are on a freeze/ hold
      - The Whitehouse is planning to close FEMA

- The funds would be pushed to the states
- There are questions on if we will even get the funds that we have been pre-approved for
- Commissioners made the appropriate move until we get a handle on things

**Old Business:** No

**New Business:**

- Steve Souder: There will be a new Chair of the Maryland 911 Board
  - Scott Haas has been elected to the position
    - His term will start on July 1<sup>st</sup> and is for 1 year
    - He was elected unanimously
  - Looking forward to working with him
  - Hope to keep the group in the direction it was going
- Commissioner Meeting on June 24, 2025
  - Hero Award presentation
  - 2025 Hazard Mitigation Plan is slated for approval
- Next DESAC meeting:
  - September 11, 2025

**Good of the Order:** No

**Adjournment:**

- This meeting is adjourned at 6:34 PM
  - Motion: Taylor Oldershaw
  - Second: Sandra Early