

# Charles County Department of Emergency Services

## JEDI Council

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**Location:** Emergency Operations Center (EOC)

**Date:** October 19, 2022

**Time:** 2:30 p.m.

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### Attendance

Michelle Lilly, Tony Rose, Aldo Zambrana, Kathryn Knott, James Garner, Robert Phillips, Edward Schultz, Britney Wallace, Kellie Markovich, Tiffany Keese, Caitland Kelshaw

### Discussion Items

1. Michelle presented the Council with the by-laws and explained the changes from previous.
  - Administrative position – Jennifer Adams – Non-voting and non-committee member. She is responsible for coordinating the meetings and taking minutes.
  - Administrative position – Union representative – non-voting but committee member.
  - Chain of Command – Committee members submit items through the Chair and/or Vice Chair. They will filter up to the Director or Leadership Team.
    - Tony – Challenge – Broad umbrella view on how well the department is doing on being equitable. If you identify something, ask yourself if it's umbrella or operational then follow the chain of command. This committee is the ears for the co-workers. You have access to management. Please bring issues to management that you find.
    - Kellie – Is there a concern that you want us to focus on?
    - Michelle/Tony – Not currently.
    - Michelle – You represent your division. You know what you're facing. Bring that viewpoint to us for us to understand to develop better policies.
  - Election of Officers – 2-year term for committee members – Chair and Vice Chair are elected yearly.
2. Michelle read the goals. Representatives of this committee is responsible for creating objectives for the goals and providing recommendations for achieving these goals.
3. Voting took place – Edward Schultz, Chair and Kathryn Knott, Vice Chair.
4. Kathryn – Kelly Wilson is taking a leadership course and wants us to create a vision statement to go with the mission and values of the department. She would like to attend our next meeting.
5. Britney – I know we're not supposed to get involved with operations, but our boots are causing our personnel to have feet issues.
6. Edward – JEDI email box. Jennifer will request you to have access to the email box.
7. Edward – Recruitment of temporary part-time EMS.
  - James – We should be able to hire without certifications.
  - Robert – This is not following County protocols that normal EMS staff must go through.

- Aldo – The crews are supposed to be extra to help alleviate the call volume.
  - Kathryn – I know from the Communications standpoint – 1 or 2 crews will help from going on low limited resources.
  - Edward – We can monitor it and we can watch to see how they interact. We need to make sure we have a diverse group of people. We don't have a say in whether this is going to happen or not.
  - James – Maybe we need to look at a more diverse recruitment. We need to go to MFRI and talk to the students. Bring them in here and train them.
  - Robert – We don't have an incentive. Normally they go to Prince George's County. They don't look at benefits only pay.
  - James – What about some of our personnel who are instructors to teach an EMT course?
  - Caitland - Some of the instructors are field providers so we would need to fill shifts and pay overtime.
  - James – Things we can bring to the leadership team are communication issues of not being informed, more inclusive uniform policy and move inclusive hiring process.
  - Caitland – We need to show up at more job fairs.
  - Edward – We need to come up with a plan – who is going there, why we want to go there and when.
8. Rob indicated that this council has a small budget for uniforms. We need to decide on shirts and pants.
- Britney – what about green shirts?
  - Aldo will do the shirts.

### **Action Items**

1. Edward Schultz to send Kelly Wilson draft vision statement to the committee members.
2. Next meeting scheduled for November 16, 2022, at 2:30 p.m.
- 3.
- 4.

### **Other Notes**

Meeting adjourned at 4:00 p.m.