

Northwest Wexford Emergency Authority Committees

Committee Goals:

Engage the right experts to analyze the data, consolidate it, and present recommendations to the board. Most of these committees impact our first responders so ideally, they should be involved in helping to drive these recommendations!

Committee Responsibilities:

1. A Chairperson (underlined team member) will be nominated who will be the central point for the team, report status to the board, and ask the board for funds/direction as required
2. All documentation will be provided to the Secretary for distribution to the board members and for record keeping purposes
3. Keep each other informed and the board!
4. Be sure to qualify your discussions within the community to facts or state that it is your opinion, not the board's opinion.

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Finance

1. Started 4/12/22 - Dave Williams, Scott Neufer, Peggy Benz, Terry Hankins
2. Purpose: gather budget information from the various agencies for input into our budget
3. Open Items:
 - a. Signs for Buildings
 - b. Lease Agreements
 - c. Insurance (see committee below defined – this is a big area!)
4. Status: in process

Springville Fire Building Estimates

1. Started 6/3/22 – Scott Neufer
2. Purpose: gather estimates on converting Springville Fire to house Ambulances
3. Status: in process

Lettering/Logo Committee

1. Started 6/3/22 – Peggy Benz, Joan Olds, Sierra Grahek, Jim Peterson, Charlie Strang, Chris Wolfe (volunteered in Aug 2022)
2. Purpose: research quotes for lettering the trucks and building; logos/uniforms
3. Scope:
 - a. Trucks – quotes obtained, put on hold until we have equipment to letter
 - b. Buildings – need to know Medicare/Medicaid requirements, obtain agreement from leased building providers, and obtain cost estimates
 - i. 10/12/22: the lettering must match out application so submit with NWEA (Northwest Wexford Emergency Authority) if we want the acronym large with smaller letters for the full name.
 - ii. 10/12/22: The building signage can be on a post outside (on the lawn) or on the physical building.
 - c. Define Patch/Logo Design
 - i. Chris Wolfe, Charlie Strang, and Jim Peterson have draft logos
 - d. Color/Design of Apparatus
 - e. Design/Color of Fire Gear (Structural and Wildfire/Extrication Gear, Helmets (Dome/Traditional), etc.
 - f. Uniforms – style, color, coats, sweatshirts, pants, shoes/boots
4. Status: in process; need to verify team members and Chairperson

EMT Student Committee

1. Started 6/3/22 – Sarah Harris and Scott Neufer
2. Purpose: coordinate students for the fall EMS classes
3. Status: in process, classes have already started

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Grant Committee

1. Started 8/9/22 – Kim Manuel and Chris Wolfe (**need more help!**)
2. Purpose: research grants, understand what we qualify for, and coordinate application (may require hiring a grant writer initially)
3. Status: started, information gathering, need to define Chairperson
4. Research:
 - a. 10/12/22: [Firehouse Subs](#) – offers grants every quarter, generally like to award for stations within 60 miles of a Firehouse Sub Shop, but will “consider” organizations in rural areas. General guidelines are \$15,000-35,000, nothing over \$50,000. We also need to submit financials and a full list of all equipment (still in process).

EMS Licensure Committee

1. Started 10/12/22 – Joe, Allen, Rich, Bruce Jewett tentative, someone from Buckley tentative
2. Purpose: define the tasks required to obtain BLS License and start up the Authority
3. Scope:
 - a. Obtain Ambulance – Authority/Village Lease – in progress
 - b. Create SOPs for NWEA – Richard Crossman – complete
 - c. Inventory the Village Ambulance – Richard Crossman and Village Representative
 - d. EMS Application
 - e. Medicare/Medicaid Application – may be done by the Billing Company for a fee
 - f. ALS Intercept/Mutual Aid Agreements
 - g. New Hire Orientation
 - h. Advise us anything else we are missing to get the license!
4. Status: started, but work is starting (see notes above)

Insurance – TBD if Needed

1. Started MM/DD/YY – TBD
2. Purpose:
 - a. Define scope of insurance needed along with recommended coverage levels/deductibles
 - b. Compare vendor quotes, analyze, and propose pros/cons and recommendations to the board
3. Scope:
 - a. Buildings
 - b. Vehicles
 - c. Surety/Bond
 - d. Workman’s Compensation
 - e. Aflac type of insurance for first responders
 - f. Pension - 401A – municipalities can do this instead of paying SS taxes – Brighthouse Life Insurance Company handles this for Hanover Township; Pete Hansen was following up

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- g. Health Care – Allen Sherburne provided some information we can look into
- 4. Status: not officially started, but Joan researched ESIP and Terry Hankins following up as well