

## **Fire Services Efficiency Project Operations Team Meeting**

**2/16/07**

Present: Bernard Benedict, Nick Condon, Pierre David, Mary Pisanar, Oscar Skavdahl, Joe Stefanko

### **Team Update & Happenings**

- There was a team sub-committee meeting held on 2/12 where the team narrowed down the number of possible firms to hire down to two
- With positives and negatives to each, both Matrix and McGraff (unsure on spelling) have been decided upon
- The team is still working on an RFP: Mary Pisanar will work to design the RFP, take it to the Legal Team for approval, bring it to the Operations Team for approval, and then send it out
- It was noted that one of the selected firms worked on a project similar to this up in Wisconsin, so it has an idea to the nature of the work required for the project to succeed
- The team has gotten quotes as to the cost of the services of the firms. As of now the estimate is between \$50,000 and \$75,000.
- Pierre David noted that the project has the advantage of not having to go with the firm with the lowest offer. This allows us to select the firm with the best credentials that could be more cost-effective.
- Oscar Skavdahl discussed working on generic SOPs for protocol for the district. He noted that the firm that is selected will also be able to offer suggestions for protocol
- EMS is also working toward having common approaches; the hospitals are ironing out discrepancies in protocols so the district can have uniform procedures
- The goal of the team is to have the firm complete the study in August, meaning the RFP needs to be sent out by March
- Team resources will help speed up the process of the study because we are collecting data from each fire department to help the firm
- Run data has been difficult to come by as each city formats data differently
- An inquiry was made as to whether or not there were other possible sources for funding. This is doubtful, as Eric Fingerhut and Tony Sinagra both have the knowledge and experience to know where to go
- Pierre David reinforces to the team the power of the press. He notes that efforts must be made to inform the press about the project so publicity will help the project succeed
- Mary Pisanar concludes by saying that the RFP will soon be finished and given to Eric Fingerhut
- It is also noted that there will be another Operations sub-committee meeting on 2/26 at the Middleburg Heights Fire Department

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