

# *Chal-Brit Regional EMS*



## *ANNUAL REPORT*



# *2009*

# Chal-Brit Regional Emergency Medical Services



## 2009 Annual Report

### Introduction:

On January 1, 2007, a new Emergency Medical Services Organization, then known as the *Chalfont Emergency Medical Services (CEMS)* came to life within our community. This new entity formed after a court approved separation from the Chalfont Chemical Fire Engine Company #1. (CFC).

According to records of the Chalfont Fire Company, the former Ambulance Corps commenced operations sometime in 1950 using a Packard Ambulance donated by the Lions Club. The Ambulance Corps then operated as a part of the Fire Company, until December of 2006. During this time, the CFC based ambulance served our community exceptionally well.

Due to many changes in operating regulations, including many changes of state law, it had become increasingly difficult to operate “all volunteer” ambulance services. As a result, our operations now include a staff of both paid and volunteer professionals. Due to these changes, as well as due to changes in the overall operations of EMS services, it was decided by the CFC, and ultimately by the CEMS, to formally separate their operations.

During 2006, the New Britain Township Supervisors, as well as Council Members from Chalfont and New Britain Boroughs determined that it would be in the best interest of the residents and taxpayers for the three towns to unite in an effort to support the continued presence of a “community based” EMS Organization in the Chal-Brit area.

CFC, CEMS, New Britain Township and Chalfont and New Britain Boroughs worked together to create a Separation Agreement which essentially closed the former CFC Ambulance Corps at the stroke of midnight on December 31, 2006, and provided for a new community based, independent EMS Organization, which commenced operations at 12:01 am, on January 1, 2007.

It is this organization that now serves the Chalfont-New Britain area under the banner of “*Chal-Brit Regional Emergency Medical Services*”, or CBREMS.

The *Chal-Brit Regional Emergency Medical Services*, (CBREMS), is actually a name under which the organization has registered with the state and under which it legally operates, with the parent entity being a Non-Profit 501(c)(3) Corporation, founded in 2007 as the “*Chalfont Emergency Medical Services, Inc.*”. (CEMS)

The *Chal-Brit Regional Emergency Medical Services*, (CBREMS) was formed to provide 24-hour per day Emergency Medical Services in the Chalfont, New Britain, Hilltown, Warrington, and Doylestown communities. **This new organization has responded to over 3425 emergency calls since its inception in January 2007: 1154 in 2007; 1070 in 2008; and 1201 in 2009.** Obviously, the decision to retain local service was well founded - and has provided a much needed community service.

Our emergency responders are comprised of both paid staff and volunteers. All are considered “professionals” and all receive identical education, training and certifications. As described in detail later in this report, our funds come primarily from individual donations, family subscriptions, gifts and endowments, all of which are augmented by annual funding by several local municipalities.

We can be found on the internet at [chalfontems.org](http://chalfontems.org).

### **Affiliations – Cooperative Relationships:**

The *Chal-Brit Regional Emergency Medical Services*, (CBREMS) is a private non-profit, self-governing, Pennsylvania 501(c)(3) Corporation – technically unaffiliated with any municipality or agency. However, our operating bylaws provides for a Board of Directors with three municipal representatives. We are Licensed by the Pennsylvania Department of Health and we cooperate closely with the following local organizations:

- Chalfont Borough
- New Britain Borough
- Hilltown Township
- Warrington Township
- Doylestown Township
- New Britain Township.
- Chalfont Borough Police Department
- New Britain Township Police Department
- New Britain Borough Police Department
- Chalfont Fire Department
- Doylestown Police and Fire Departments
- Hilltown Township Police Department
- Warrington Township Fire and Police Departments
- Hilltown Fire Company

- Doylestown Hospital
- Abington Hospital Lansdale
- Grand View Hospital
- Bucks County Emergency Medical Health Services
- Calvary Church Emergency Response Team

Our cooperation with the various Fire and Police Departments extends beyond operations. We regularly provide the police and/or firefighters with medical supplies such as oxygen, masks, and other supplies at emergency scenes, and we create and file the appropriate reports when these services are utilized.

It is the intent of the *Chal-Brit Regional Emergency Medical Services*, (CBREMS) to enhance these relationships and to engage in additional joint training and educational programs in the future.

### Mission:

The mission of the *Chal-Brit Regional Emergency Medical Services*, (CBREMS) includes six (6) distinct elements:

1. *To render emergency basic and advanced life support and ambulance transportation to local residents, taxpayers, and visitors - in the event of accident or sudden illness.*
2. *To transport patients whose health requires non-emergency ambulance transportation to and from hospitals or nursing homes (when such transport can be accomplished without reducing emergency coverage below acceptable levels).*
3. *To render assistance to local residents in such matters as moving helpless, sick, injured, or elderly people to and from automobiles or upper floors of homes.*
4. *To provide an on-site ambulance and crew for community events (such as community picnics, parades, or road races) at which the possibility of injury is higher than average.*
5. *To participate in emergency disaster work as required by emergency management authorities.*
6. *To assist neighboring communities when their ambulances are not available.*
7. *In 2009, CBREMS became part of the Bucks County Emergency Strike Team which, if required, will respond to emergencies throughout the Commonwealth.*
8. *We also house the Bucks County MCI2 Emergency Response Vehicle which can respond to Mass Casualty incidents in Central Bucks County. It can also be used as a rehabilitation vehicle for major fires throughout the area.*

## Squad Member Qualifications:

Every CBREMS Squad member that treats patients must become and remain certified by the State of Pennsylvania as an Emergency Medical Technician - Basic (EMT-B) as our minimum standard.

To achieve this distinction, every member undergoes a rigorous 120-hour training course and must pass a demanding national test. We are trained in Basic and Advanced Life Support emergency skills, including cardiopulmonary resuscitation, automated defibrillation, and use of definitive airway adjuncts, oxygen therapy, first aid, splinting, assisting patients with certain medications, and lifting and moving patients. We are also taught how to deliver babies, *and we have exercised that skill on several occasions.*

In addition to initial certification, every member must recertify every three years by taking a mandated number of State-certified continuing-education courses. The Squad regularly hosts such courses at our facility each month, and many of our members greatly exceed the required minimum number of courses.

The Squad is also certified as an Accredited Training Center.

## Operations:

The *Chal-Brit Regional Emergency Medical Services*, (CBREMS) is operated under the supervision of a Board of Directors, three members of which are appointed by the three founding municipalities, being one each from New Britain Township, Chalfont Borough, and New Britain Borough. These three members appoint additional members, who in turn collectively fill the remaining members of the Board. Currently, the Board is comprised of seven (7) members.

Since its inception, the *Chal-Brit Regional Emergency Medical Services*, (CBREMS) has responded to approximately 3425 dispatches. Each year, the number of calls increases.

Our Quality Improvement Committee, under the guidance of our Medical Director, reviews all calls to ascertain the quality of every call and to offer improvements to our crews, as needed.

Our daily operations are supervised by a **CHIEF OF OPERATIONS**, who is responsible to help keep the enterprise running smoothly. Examples of other committees and functions are: Buildings and Grounds, Vehicle Maintenance, Medical Equipment and Supplies, Communications, Computer, Oxygen, Public Relations, Membership, Hospital Liaison, Safety and Training, to name a few.

## Membership Status:

We currently have 47 members, in the following categories:

- 26 are paid full-time or part time staff members, serving at least one shift per week plus weekend duty.
- 20 are volunteers, who serve various shifts as needed each week.
- 1 clerical support staff member operates the office on a part-time basis.
- We are also currently seeking additional volunteers and paid staff to serve as a “float” pool to cover shifts on short notice when we have someone miss a shift due to illness or other cause.

## 2009 Accomplishments:

- Continued to operate a formal EMS Safety Committee to review all operations, resulting in certification and approval from Harrisburg, thereby not only making our operations safer, but also continue to receive reduced liability insurance premiums by 5%.
- Purchased new EKG transmitting units to communicate directly with hospital emergency staff – dramatically improving life safety.
- Continued review and update of departmental SOPs
- Maintained QuickBooks financial system for tracking and accounting of all monies.
- Continued to retain Dunlap and Associates to conduct annual audit for 2008, obtained a “clean” audit report- that has been posted for public review on our website.
- Appointed by Bucks County as a member of the County Strike Force Team, responding to emergencies on a regional basis.
- Took possession of Major Incident Response Vehicle from Bucks County and now participate in major incident emergencies.
- Purchased equipment to begin bicycle patrols at large functions and community events.
- Purchased interior camera equipment for each vehicle.
- Installed new floor coatings in garage bay area to enhance safety and protect the surface from contaminants.
- Installed an exhaust venting system in bay area.

- We proudly display recent awards: “Best Looking Ambulance” in the 2009 Bucks County Firemen’s Parade; “Best Looking Ambulance” in the 2009 Pennsylvania State Firemen’s Parade; and “Best Looking ORS (Special Response Team) for the Bicycle Team in the 2009 Pennsylvania State Firemen’s Parade.

## Financial Status:

### Our resources come from several primary sources:

1. Voluntary contributions from residents and civic organizations
  2. Tax funding from several municipal governments
  3. Subscriptions and Family Memberships
  4. Reimbursements from Insurance Companies
  5. Other gifts and grants.
- The *Chal-Brit Regional Emergency Medical Services*, (CBREMS) again prepared and adopted a balanced budget for 2009 and 2010. Our financial records for the year-end indicate close adherence to both the projected revenues and expenses. *Our financial forecasting becomes stronger with each passing year, as we obtain real historical financial data and make more confident revenue projections.*
  - The *Chal-Brit Regional Emergency Medical Services*, (CBREMS) has engaged the services of a Certified Accounting Firm, Dunlap and Associates, LLP, to provide general accounting assistance during the year, as well as to provide a detail audit of all financial transactions at years end. These reports are available on our website
  - The *Chal-Brit Regional Emergency Medical Services*, (CBREMS) has engaged the services of Frank Bartle, Esquire of Dischell Bartle Yanoff and Dooley to provide general legal counsel. Additionally, Page, Wolfberg and Wirth continue to be retained to assist in drafting a service agreement with Hilltown Township.
  - The *Chal-Brit Regional Emergency Medical Services*, (CBREMS) is pleased to have continuously prepared and operated under a balanced budget, even in its first year of operation. Positive cash flow was continued in 2009 and is now being verified by audit. The Board of Directors has adopted a balanced budget for 2010.
  - In addition to the above, the CBREMS was able to deposit the sum of \$13,000.00 into a capital equipment replacement fund at the end of FY 2008.

CBREMS was also able to deposit the sum of \$25,000.00 into the capital equipment replacement fund in FY 2008. An additional \$20,000.00 is expected to be deposited into capital accounts mid 2010 upon completion of the 2009 audit.

### Gifts and Grants:

The CBREMS has also been aggressive in pursuit of gifts and grants:

- PA State Fire Commissioners Grant – a grant filed for the reduction of debt service on the mortgage for the new building.

Requested \$10,000.00

Awarded \$5,264.00 in 12/09, received in 2010

- FEMA Grant – a grant filed in 2007 for installation of an air cleaning system.

Requested \$26,400.00

Awarded \$18,000.00

- FEMA Grant – a grant filed in 2009 for purchase of PPE for staff.

Requested \$54,694.00

Awarded TBD

- DCED Grant – a grant filed in 2009 for installation of bay floor coating and unfunded balance of the exhaust system.

Requested \$26,400.00

Awarded \$26,400.00

- PA EMSOF Grant – a grant filed in 2008 debt reduction.

Requested \$4,530.35

Awarded TBD

CBREMS continues to pursue any and all eligible grants to assist with equipment and vehicle purchases, as well as towards mortgage debt reduction for our headquarters.

## Assets:

We own two ambulances, to be replaced periodically per our five-year Capital Plan and to coordinate with the average ambulance's service life of about 10 years. Additionally, we house one Major Incident Response vehicle, owned by Bucks County, but insured by CBREMS.

We have one building located at 201 Park Avenue, New Britain Township (housing two ambulances), which is centrally situated in our service area. This building has an estimated replacement value of about \$600,000.00 and opened in May 2008. The building was inspected and approved for occupancy by local and state officials and satisfies fire and life safety codes, ADA/handicapped access and L&I egress and occupancy requirements. The facility provides the required and suitable sleeping and eating facilities, hazardous material containment showers for our staff, protected recordkeeping facilities, administrative offices, training facilities and three full sized bays to provide for future possible growth of the squad.

Our other assets are the customary equipment for an enterprise of our type, including items such as, portable radios, pagers, uniforms, office equipment, furniture, computers and printers, and extensive medical equipment and supplies. Our insurance carrier has assessed values to these items. These values will be periodically reviewed and adjusted, as needed.

## Future Plans:

1. We will continue the capital reserve program for the regular replacement of ambulances on a scheduled basis per the five-year Capital Plan.
2. We will establish a capital-building fund to provide for future building maintenance and upkeep.
3. We will continue our recent practice of an annual fund drive, to assure that we have the resources to maintain and improve our physical plant.
4. We will continue to be proactive in recruiting new members, to assure that we do not suffer the fate of some of our neighboring communities which have closed in the absence of sufficient numbers of staff members and/volunteers.
5. We will continue and enhance our Quality Improvement activities, spearheaded by our "QI Committee". We believe that the path to excellence is through continuous quality improvement.
6. We will continue monitoring our Governance documentation (including our Constitution, By-Laws, and Standing Rules) to keep these documents up to date with the State and National Protocols which are appropriate to our operations.

7. We will increase our public presence through the local media, for example by issuing press releases when new members join or long-standing members retire, in order to facilitate our fund-raising and recruiting efforts.

### Conclusion and Notes of Appreciation:

Overall, the CBREMS continues to remain in very good condition as it pertains to our membership, finances, and our physical plant. CBREMS is a strong and proud organization that recognizes the importance of its mission.

We have overcome many challenges during our first three years, by steadfastly refusing to look backwards, and always seeking ways to improve our operations and remain true to our mission to provide the best service possible to our communities.

We are not aware of any special issues of concern to point out for our municipal leaders or taxpayers at this time. We will continue to work toward entering into formal service agreements with the municipalities we serve during 2010 and to continue to improve our services to the communities.

We have steadily improved our “in-service time” and response time throughout the year, and we expect that this problem will continue to reduce annually as we strive to reach the 100% in service objective.

### Our Appreciation:

To the **Chalfont Fire Company and its membership**, who initially brought this organization into life many years ago - We thank you for your assistance and your professionalism as we worked our way through the transition, and for your ever-increasing support since the Separation in 2007.

To the **New Britain Township Supervisors** - Your never-ending support, starting with the initial decision to continue our local EMS services, throughout the entire land lease negotiations and site planning process, and all during construction, you have been there for us every time we, and the community, needed you. We also thank you for your continued financial and moral support.

To the officials of **Chalfont Borough, New Britain Borough**, who have provided financial support and many words of encouragement during our first three years of operations, - we also thank you and appreciate your support.

To our friends in **Hilltown Township** (who have more recently commenced discussions to formalize our relationship and are considering funding to our organization) we thank you and look forward to a long and cooperative relationship.

To the New Britain Township Public Works Department. We thank you all for your support and for all of the work you have done to assist us in our new building. You have saved the taxpayers thousands of dollars during our construction activities. Your dedication and willingness to help us has been wonderful.

To the First Savings Bank of Perkasié. You stepped forward to offer assistance and support to our organization and our communities by providing sorely needed financing for our new building and the new ambulance. You believed when others lacked the vision. Your assistance and many words of encouragement have not gone unnoticed. On behalf of the CBREMS and each of our communities, - We thank you.

We also extend a special thank you to State Representative Katherine Watson - For your quick and extraordinary efforts in helping the CBREMS obtain our initial license transfers needed to continue our operations during our first few days, and for your assistance and guidance in seeking state grants. Your assistance made it possible for us to continue service to our residents and has saved local tax dollars.

A warm and special thank you also goes out to Robert C. Bender, whose vision, inspiration, dedication, and force of will brought CBREMS from the brink of extinction. We would not exist without the hours of hard work you put in to making it happen. We thank you.

Last, but certainly not least....our most sincere thank you to our entire staff, These are the people who make it happen. We thank each member of our staff for your dedication, your work, your understanding, and your patience, as the CBREMS Board of Directors developed the plan for financing, building, and now occupying our new headquarters.

These folks have been wonderful in adapting to change, and in learning to BELIEVE in the future of the CBREMS. They worked their first few months without really knowing if a paycheck would follow. They continued their service without knowing where they would be housed and throughout the entire transition - they continued to provide our community and our families with *excellent care*. They are all professionals in the true sense of the word.

As we commence our third year of operations, the entire CBREMS Board of Directors pledges to continue all efforts to provide great service to the entire community, while maintaining a fiscally responsible operation.

We look forward to our growth and continued success as we serve the community.

Respectfully,

*Chal-Brit Regional Emergency Medical Services - Board of Directors*

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Robert E. Bair  
Chairperson, N.B.B. Municipal Representative

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John Engel  
Treasurer, C.B. Municipal Representative

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Eileen M. Bradley  
Board Member, N.B.T. Municipal Representative

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Susan R. Jones  
Secretary, Community Representative

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Michael L. Moody, Esq.  
Board Member - Community Representative

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William Donohoe  
Vice President – Emergency medical Services

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Our Professional Staff:

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