

RESOLUTION NO. 2022-260

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS AND CONDITIONS OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY AND ST. JOHNS RIVER STATE COLLEGE TO ESTABLISH AND IMPLEMENT A PARAMEDIC TRAINING PROGRAM FOR THE BENEFIT OF THE COUNTY'S FIRE RESCUE DEPARTMENT; AUTHORIZING THE COUNTY ADMINISTRATOR OR DESIGNEE TO EXECUTE THE MEMORANDUM.

RECITALS

WHEREAS, a significant portion of St. Johns County Fire Rescue Department's ("Fire Rescue") operational responses consist of delivering prehospital care at the advance life support level, which requires the sufficient staffing of paramedics; and

WHEREAS, greater than one third of Fire Rescue personnel are not paramedics, but function under the basic level of an emergency medical technician; and

WHEREAS, this gap in medical staffing levels has created operational and staffing issues within Fire Rescue; and

WHEREAS, currently, the acquisition and retention of certified paramedics is a statewide issue; and

WHEREAS, St. Johns River State College (SJRSC) provides a certified paramedic training program on its Orange Park campus; however, because of travel, time, and expense it is not a viable option for Fire Rescue personnel;

WHEREAS, SJRSC and Fire Rescue have mutually committed to establish and implement a certified paramedic program, taught in St. Johns County, solely for Fire Rescue personnel.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of St. Johns County, Florida, as follows:

Section 1. The above recitals are incorporated into the body of this resolution and such recitals are adopted as findings of fact.

Section 2. The Board of County Commissioners hereby approves the terms and conditions of the attached Memorandum of Understanding and authorizes the County Administrator, or designee, to execute the Memorandum on behalf of the County.

Section 3. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 19 day of July, 2022.

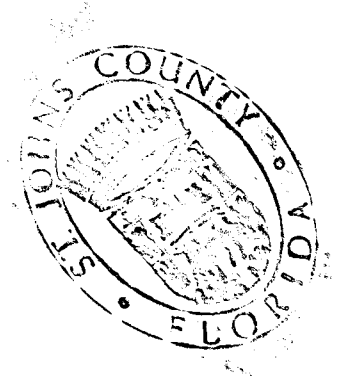
**BOARD OF COUNTY COMMISSIONERS OF
ST. JOHNS COUNTY, FLORIDA**

By: 
Henry Dean, Chair

**ATTEST: Brandon J. Patty, Clerk of the
Circuit Court and Comptroller**

By: 
Deputy Clerk

Rendition Date 7/21/22



**MEMORANDUM OF UNDERSTANDING BETWEEN
ST. JOHNS RIVER STATE COLLEGE
AND
ST. JOHNS COUNTY**

This Memorandum of Understanding (MOU) is entered into by and between St. Johns River State College, whose address is 2990 College Drive, St. Augustine, Florida 32084, hereinafter referred to as the College, and St. Johns County, a political subdivision of the State of Florida, whose address is 500 San Sebastian View, St. Augustine, Florida 32084, hereinafter referred to as the County, shall be effective from June ____, 2022 (Effective Date). This MOU is NOT meant to supersede any other MOUs between the College and the County.

I. PURPOSE OF MEMORANDUM OF UNDERSTANDING

It is mutually agreed that the purpose of this MOU is to provide a mutual commitment from the College and the County to establish and implement a St. Johns River State College Paramedic Program conducted in accordance with U.S. DOT National EMS Education Standards for Paramedics (FAC 64J-1.009), for the benefit of St. Johns County Fire Rescue (SJCFR), hereinafter referred to as the "Program".

The Program will be taught in St. Johns County solely for St. Johns County Fire Rescue personnel. The Program will be completed within a clinical, classroom and practical setting, in accordance with the provisions and guidelines set forth in this MOU, and in accordance with the admissions, student selection and certification requirements of St. Johns River State College.

II. GENERAL PROVISIONS OF MEMORANDUM OF UNDERSTANDING

- A. Both parties agree that there will be no distinction in employment or placement because of race, sex, color, creed, age, national origin, religion, sexual orientation, marital status, disability or handicap, and that they will adhere to the provisions of Federal and State laws regarding discrimination.
- B. SJCFR personnel shall render emergency aid during an emergency that occurs during classroom time.
- C. The term of this MOU shall be for one (1) year beginning on the Effective Date, and shall automatically renew for successive periods of (1) year, unless either party gives the other ninety (90) day notice, in writing, of its intention not to renew prior to the end of the then-current term. Each of the parties shall review this MOU annually and shall also annually evaluate the effectiveness of the Program.
- D. Notwithstanding any contrary provision of this MOU, either party shall have the absolute right to terminate this MOU at any time by providing at least ninety (90) day written notice of such termination to the other party.

- E. Notwithstanding the foregoing, all SJCFR personnel currently participating or scheduled to participate in the Program at the time of termination or expiration of this MOU shall be given the opportunity to finish the Program.

III. SPECIFIC RESPONSIBILITIES OF THE COLLEGE

- A. College shall designate a person or persons to coordinate and act as liaison with the appropriate SJCFR personnel.
- B. College shall ensure SJCFR employees participating in the Program as students have the necessary didactic prerequisites to maximize the learning experience at the SJCFR.
- C. College shall ensure that SJCFR employees participating in the Program as students comply with the provisions of Section V, below.
- D. To meet Southern Association of Colleges and Schools Commission on Colleges requirements, College shall provide classroom space, on the St. Johns County campus, for all classroom instruction.
- E. College shall procure and maintain, at its own cost and expense and during the term of this MOU and any renewal, professional liability insurance to cover and all liability arising from claims, damages, or injuries to persons or property of whatsoever kind or nature arising out of the activities of the participants carried out under this MOU. Such liability insurance shall be on a per occurrence basis in amounts no less than one million dollars/three million dollars (\$1,000,000.00/\$2,000,000.00) for personal injuries. College shall furnish proof of insurance to the County prior to the commencement of the Program. The Certificate(s) shall clearly indicate College has obtained insurance of the type, amount, and classification as required herein and that no material change or cancellation of the insurance shall be effective without (30) days prior written notice to the County. Certificates shall specifically include the County as Additional Insured for all lines of coverage. A copy of the endorsement must accompany the certificate.
- F. College's Paramedic Program Director shall use the Field Internship Student Data Acquisition Project (FisDap) system to schedule all student ride times so as not to conflict with other students. Only one student per ALS transport vehicle is allowed at a time. This shared system is used by all agencies that schedule ride time with SJCFR; thus, there is no guarantee all student requests will be accommodated.

IV. SPECIFIC RESPONSIBILITIES OF SJCFR

- A. It shall be the responsibility of SJCFR to:
 - 1. Provide a lead instructor and lab instructors, who are certified as Adjunct Professors with the College.
 - 2. Designate a preceptor (or coordinator) from SJCFR staff to act as the liaison with the College in this MOU.

3. Provide an Associate Medical Director to oversee the SJCFR Paramedic Program.
4. Provide an appropriate orientation to SJCFR employees participating in the Program as students in connection with the College's and SJCFR's facilities, policies and procedures.
5. Provide opportunities for a learning experience with appropriate supervision.
6. Provide classroom space for the lab portions of the Program.
7. Retain ultimate responsibility for patient care, even if that care is given by a student.
8. Provide necessary administrative support for required documentation.
9. SJCFR Instructor shall provide instruction in accordance with St. Johns River State College Paramedic Program curriculum, CoAEMSP, National DOT Standards and NREMT-P.
10. Provide a secure locked location for tests and other sensitive information.
11. If required by CoAEMSP, pay any necessary annual alternate location fees.
12. Shall provide, when appropriate, an approved reflective safety vest, and personal flotation device.

V. SPECIFIC RESPONSIBILITIES OF SJCFR EMPLOYEES PARTICIPATING AS STUDENTS IN THE PROGRAM

- A. It shall be the responsibility of SJCFR employees participating in this program as students to:
 1. Comply with the policies and procedures of SJCFR and the College.
 2. Provide and wear the necessary and appropriate uniform while participating in the program.
 3. Obtain prior written approval of both parties to this MOU before publishing any material related to the learning experience provided under the terms of the MOU.
 4. At all times, wear the appropriate badge on every clinical assignment, and comply in all respects with the student requirements set forth in the St. Johns River State College Student Handbook.
 5. Shall wear, when appropriate, an approved reflective safety vest and/or personal flotation device.

VI. REQUEST FOR WITHDRAWAL OF SJCFR EMPLOYEES PARTICIPATING IN THE PROGRAM

SJCFR shall reserve the right to request the College withdraw any SJCFR Employee participating in the Program as a student from its facilities whose conduct or work with patients or personnel is not in accordance with the policies and procedures of SJCFR or is detrimental to patients or others or whose employment with SJCFR has been terminated.

VII. MODIFICATION OF MEMORANDUM OF UNDERSTANDING

Modification of this MOU may be made by mutual consent of both parties, in writing, and attached to this MOU, and shall include the date and the signatures of parties agreeing to the modification.

VIII. COPIES OF MEMORANDUM OF UNDERSTANDING

Copies of this signed MOU shall be placed on file and be available at the Workforce Development Office of the College and in the offices of SJCFR.

IX. SIGNATURES TO MEMORANDUM OF UNDERSTANDING

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on their behalf by their duly authorized representatives, all as of the date and year first written above.

St. Johns River State College
BY: _____
Title: _____
Authorized representative for
St. Johns River State College

St. Johns County Board of County Commissioners
BY: _____
Title: _____
Authorized representative for
St. Johns County Board of County Commissioners

St Johns County Fire Rescue/St Johns River State College

Paramedic Program

June, 2022

St Johns County Fire Rescue – St Johns River State College Paramedic

Program Overview

St Johns County Fire Rescue (SJCFR) currently responds from 17 staffed career fire stations utilizing 37 various Fire Rescue apparatus. The total agency workforce comprises of 356 personnel to include Operations and Support Staff. SJCFR has developed into a multifunctional agency providing emergency response for Fire Suppression, Emergency Medical Services (EMS), Hazardous Materials Response, Urban Search and Rescue, and Open Water Rescue. During fiscal year 2020, the agency responded to 55,203 requests for assistance.

A significant portion of SJCFR operational responses consists of delivering prehospital care at the Advance Life Support (ALS) level, which requires the sufficient staffing of department paramedics. Consequently, due to various factors, the acquisition and retention of certified paramedics has become a statewide issue. Greater than one third of SJCFR personnel are not paramedics, but function under the basic level of an Emergency Medical Technician (EMT). This gap in medical staffing levels has created operational and staffing issues within the Agency.

In order to address this issue, SJCFR has conducted internal interviews to determine the reasons as to why there is a reluctance to seek accreditation as a State certified paramedic. The major factors discovered were:

- Expense
- Time
- Travel
- Unprofessional Atmosphere of Current Educational Environment

In order to address these concerns, SJCFR has held extensive discussions with St Johns River State College (SJRSC) to formulate a mutual program focused on SJCFR employees to increase the number of paramedics within the agency. The program will be taught under the umbrella of SJRSC utilizing credentialed and experienced SJCFR instructors who are also existing adjunct instructors with SJRSC.

The following questions were addressed:

1. How will the cost of the program be offset for the students?

The department currently has funds budgeted to sponsor ten employees through the course; however, as part of the employees' agreement, each student shall be required to submit for available grants such as the Pell Grant, Career Source grant and numerous private funding opportunities made available through the college. These acquired funds will offset the expense of the agency and allow for additional sponsorships.

2. How will the personal time commitment be condensed?

Currently, SJCFR employees are attending paramedic class with civilian personnel. By college regulations, the school does not allow the students to perform 24 hour ride times. Although SJCFR employees perform 24 shifts on a constant basis, SJRSC does not want to establish a divide in students within the same classroom. However, by establishing a program specifically for SJCFR employees, SJRSC and SJCFR will allow 24 hour ride times for SJCFR employees which will significantly decrease the student's daily commitment and required shifts to complete the mandatory hours.

3. How will the amount of required travel be reduced for the SJCFR student?

If the student is not accepted into the local course at First Coast Community College, they are required to travel to Orange Park, Jacksonville or Daytona. By providing the SJCFR course,

which will be located in the county, the students required travel time will be drastically reduced.

4. How will the level of professionalism be increased?

As recognized, SJCFR employees are currently attending paramedic class with students of all ages and with minimal levels of experience within the fire rescue profession. Consequently, this tends to distract from the professional experience and establish a focus that is not conducive to the learning atmosphere of a seasoned employee. By utilizing SJCFR instructors, the department can readily maintain professionalism and provided the maximum learning environment though real world experience and vast knowledge.

In summary, this program will be offered to all eligible SJCFR employees. The students will be selected in accordance with the department's *Training/Sponsorship* policy. In addition to the cost of tuition - that may not be recovered through available grants - the agency will provide SJCFR instructors; without the use of SJCFR instructors, the college does not have the available personnel to instruct an additional program. The student employees will not be compensated for their class time; the attendance in this course is strictly voluntary and will be instructed on the employees scheduled off days. If the employee is separated from the County, they shall be held in compliance with *County Administrative Code 406.4 Tuition Reimbursement*, which may entitle the department to a reimbursement. The term of the program shall be continually evaluated by all parties, but should extend until adequate paramedic staffing is established and maintained.

The successfully implementation of this partnership will bring vast benefits to the agency, the employees and the public through the heightening of SJCFR's available paramedics to deliver advanced, critical emergency medical care.