
DATE: March 30, 2012

REPORT TITLE: **PARAMEDIC AND FIRE SERVICES STUDY STEERING COMMITTEE**

FROM: Janette Smith, Commissioner of Health Services

RECOMMENDATION

That the Terms of Reference for the Fire and Paramedic Services Related Study Steering Committee, as presented in Appendix II to the report of the Commissioner of Health Services, dated March 30, 2012, titled "Paramedic and Fire Services Study Steering Committee" be approved;

And further, that the first meeting of the Paramedic and Fire Services Study Steering Committee take place on June 21, 2012 immediately following the scheduled meeting of the Emergency and Protective Services Committee.

REPORT HIGHLIGHTS

- Council directed staff to create a Steering Committee to oversee a study of the delivery and funding of fire and paramedic services that will identify opportunities that may improve effectiveness of response to emergency medical calls.
- The requirements needed to form a Paramedic and Fire Services Study Steering Committee have now been met.
- The Cities of Brampton and Mississauga, and the Town of Caledon have confirmed their Councils' endorsement of the study in principle, and the participation of their Chiefs of Fire Services on the Steering Committee.
- A draft Terms of Reference for the Fire and Paramedic Services Related Study Steering Committee is included in Appendix II for Council approval.

DISCUSSION

1. Background

At the September 22, 2011 Regional Council meeting, Council accepted a report from the September 15, 2011 Emergency and Protective Services Committee meeting titled **Paramedic and Fire Services Related Studies**. From the Emergency and Protective Services Committee Recommendation EPSC-10-2011, Council passed Resolution 2011-956 and Resolution 2011-948 (Appendix I) to proceed with a study. The overall purpose of the study will be to identify opportunities to improve effectiveness of response to emergency medical calls.

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As expressed in the Council resolutions, the study will identify opportunities to increase the effectiveness of the services' response to emergency medical calls and will be led by a Steering Committee comprised of all members of Emergency and Protective Services Committee and other key stakeholders. The Region has also received confirmation of participation from Dr. Sheldon Cheskes of the Sunnybrook Centre for Pre-Hospital Medicine, and each of the unions representing paramedics and firefighters in Peel. The Ministry of Health and Long-Term Care responded that it would consider participation on the Steering Committee once the Terms of Reference for the study were finalized.

2. Findings

The requirements needed to form the Steering Committee have been met. The Region has received written communication from the Cities of Brampton and Mississauga, and the Town of Caledon confirming their Councils endorsement of the study in principle, and the participation of their Chiefs of Fire Services on the Steering Committee.

a) Fire and Paramedic Services Related Study Steering Committee

Staff have drafted a Terms of Reference for the Fire and Paramedic Services Related Study Steering Committee ("Steering Committee") for Regional Council approval. A copy of these Terms of Reference is contained in Appendix II.

The mandate of the Steering Committee is as set out in Resolution 2011-956 includes the following:

- To develop the Terms of Reference (scope, timeframes and budget) for the study and report back to Regional Council for approval and then will be circulated to the area municipalities for approval;
- To provide strategic direction and oversight to the study for its duration; and
- To report to Council on progress regarding the study and the study's findings through a final report.

The mandate of the Steering Committee shall be fulfilled and the Steering Committee shall be dissolved upon receipt by Regional Council of the final report from the study.

The Steering Committee will report to Regional Council and the minutes of each Steering Committee meeting will be placed on the next available Regional Council Agenda for approval.

3. Proposed Direction

Regional staff is currently preparing materials and will arrange all necessary communications to membership for the Steering Committee's first meeting on June 21, 2012 following the Emergency and Protective Services Committee meeting.

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FINANCIAL IMPLICATIONS

Resolution 2011-956 states that the costs for the study will be shared equally by the area municipalities with the Region of Peel. Estimated costs related to completing this study will not be available until the scope and Terms of Reference for the study are established and approved by Regional Council.



Janette Smith
Commissioner of Health Services

Approved for Submission:



D. Szwarc, Chief Administrative Officer

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APPENDIX I

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APPENDIX I

**THE COUNCIL OF
THE REGIONAL MUNICIPALITY OF PEEL
September 22, 2011**

HE-C. PARAMEDIC SERVICES

HE-C1. Report of the Emergency and Protective Services Committee (EPSC 2011 3) meeting held on September 15, 2011

Councillor Saito requested the support of Regional Council for recommendation EPSC-10-2011 contained in the report of the Emergency and Protective Services Committee meeting held on September 15, 2011, noting that the cost of any related studies would be shared among the Region and its area municipalities.

Councillor Paterak suggested that the Chair or Vice Chair of the Health Section of Regional Council be included on the Steering Committee established to develop the terms of reference for the study of the delivery and funding of Fire and Paramedic services in the Region of Peel.

Moved by Councillor Paterak,
Seconded by Councillor Sanderson;

That Councillor Moore be appointed to the Steering Committee established to develop the terms of reference for the study for the delivery and funding of Fire and Paramedic services in the Region of Peel.

Carried 2011-948

See also Resolutions 2011-955 and 2011-956

Moved by Councillor Saito,
Seconded by Councillor McCallion;

That the report of the Emergency and Protective Services Committee meeting held on September 15, 2011, be approved.

Carried 2011-949

e) *Paramedic and Fire Services Related Studies*

Received 2011-955

See also Resolutions 2011-948 and 2011-956

RECOMMENDATION EPSC-10-2011:

That the Region of Peel undertakes a study of the delivery and funding of Fire and Paramedic services in the Region of Peel to identify opportunities to increase the effectiveness of the Fire and Paramedic response to emergency calls;

And further, that a Steering Committee be established to develop the Terms of Reference for the study, and report back to the Emergency and Protective Services Committee (EPSC) and Regional Council for approval of those Terms of Reference and an estimate of the cost of undertaking the study;

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And further, that the members of the Steering Committee include all of the Council members of EPSC and the Chief of Peel Regional Paramedic Services as well as the Fire Chiefs from each municipality and union representatives from paramedics and firefighters of each municipality;

And further that the Councils for the Cities of Brampton and Mississauga, and Town of Caledon be asked to endorse the study and the participation of the Chiefs of their Fire Services on the Steering Committee;

And further that the union representing the Peel Regional Paramedics, and the unions representing the Firefighters in Brampton, Caledon and Mississauga, each be invited to appoint a representative to be a member of the Steering Committee;

And further that the Minister of Health and Long-Term Care be invited to send a senior staff person to be a member of the Steering Committee;

And further that Dr. Sheldon Cheskes, Medical Director, Sunnybrook Centre for Pre-Hospital Medicine be invited to be a member of the Steering Committee;

And further, that once the Terms of Reference are approved, that the study proceed upon agreement from the Cities of Brampton and Mississauga, and Town of Caledon to share equally the cost of the study with the Region of Peel.

Approved 2011-956

See also Resolutions 2011-948 and 2011-955

APPENDIX II

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APPENDIX II

**Draft Terms of Reference
Fire and Paramedic Services Related Study Steering Committee**

Name:

The **Fire and Paramedic Services Related Study Steering Committee** shall be referred to herein as the "Steering Committee".

Mandate:

Regional Council resolved that the Region of Peel will undertake a study of the delivery and funding of fire and paramedic services in the Region of Peel to identify opportunities to increase the effectiveness of the fire and paramedic response to emergency calls.

The mandate of the Steering Committee is as set out in Resolution 2011-956 includes the following:

- To develop the Terms of Reference (scope, timeframes and budget) for the study and report back to Regional Council for approval and then will be circulated to the area municipalities for approval;
- To provide strategic direction and oversight to the study for its duration; and
- To report to Council on progress regarding the study and the study's findings through a final report.

The mandate of the Steering Committee shall be fulfilled and the Steering Committee shall be dissolved upon receipt by Regional Council of the final report from the study.

Membership:

The Steering Committee membership will be comprised of the following individuals:

Regional Chair Emil Kolb;
Regional Councillor Sandra Hames;
Regional Councillor Sue McFadden;
Regional Councillor Elaine Moore;
Regional Councillor Paul Palleschi;
Regional Councillor Richard Paterak;
Regional Councillor Pat Saito;
Dr. Sheldon Cheskes, Medical Director, Sunnybrook Centre for Prehospital Medicine - Regions of Halton and Peel;
Peter Dundas, Chief and Director, Region of Peel Paramedic Services;
Brad Bigrigg, Chief, Caledon Fire and Emergency Services;
Andy MacDonald, Chief, Brampton Fire and Emergency Services;
John McDougall, Chief, Mississauga Fire and Emergency Services;
Geoff Hoar, President, Caledon Professional Fire Fighters Association (IAFF Local 4686);
James Taylor, President, Brampton Professional Fire Fighters Association (IAFF Local 1068);
Chris Varcoe, President, Mississauga Professional Fire Fighters Association, International Association of Fire Fighters (IAFF), Local 1212;
David Wakely, President OPSEU Local 277 (Paramedics); and
Joel D'Eath, Paramedic, Region of Peel.

Term of Appointment

Members of the Steering Committee shall be appointed for a term ending upon the dissolution of the Steering Committee or the end of the term of Council, which ever comes first.

PARAMEDIC AND FIRE SERVICES STUDY STEERING COMMITTEE

Chair and Vice Chair:

The Chair and Vice-Chair of the Steering Committee will be elected at the first meeting of the Steering Committee.

Quorum:

Quorum will consist of a majority of the total number of Steering Committee members.

Reporting Function:

The Steering Committee reports to Regional Council.

The minutes of each Steering Committee meeting will be placed on the next available Regional Council Agenda for approval.

The study Terms of Reference and the final study recommendation report will be brought to Regional Council for approval and will be circulated to the area municipalities for approval.

Meeting Frequency:

The meeting frequency for the Steering Committee will be determined by the Steering Committee with the first meeting scheduled directly following an Emergency and Protective Services Committee meeting.

Meeting Structure:

The Steering Committee meeting structure will follow the same rules as laid out in the Procedural by-law.

In Camera:

The Steering Committee reserves the right to go In Camera for matters that meet the requirements of an in camera discussion.

Staff Resources:

The Steering Committee will be supported by staff from the Office of the Regional Clerk, as well as a Project Manager from the Health Services Department.

Additional staff resources may be assembled as required to support the work of the Steering Committee.