



EXECUTIVE SUMMARY

DATE: March 18, 2016
TO: Jim Scholl, City Manager
FROM: Michael Davila, Division Chief of Operations
SUBJECT: Executive Summary – Paramedic Training Program

BACKGROUND

The Key West Fire Department (KWFD) requires paramedics to operate the Emergency Medical Services division and treat/transport patients per Advanced Life Support (ALS) standards set by the State of Florida. The Fire Department requested funding in this year's budget to provide training to bring Emergency Medical Technician (EMT) personnel up to the Paramedic level of training. The budget amount of \$59,250 was set aside to provide training in this fiscal year with the remaining costs to come at the conclusion of the expected yearlong training course next fiscal year.

The Collective Bargaining Agreement 2015 – 2018 executed by the City and the International Association of Firefighters Local 1424 provided for 14 paramedics to be trained during the duration of the three year agreement. A Letter of Understanding signed by both parties to allow all required training to be done at one time to better utilize this training opportunity is also on this agenda.

An Invitation to Bid (ITB 015-16) was prepared and broadcast on February 5th, 2016. Two Bids were opened on March 9th with the bid from International Consulting and Education Partners, LLC, a Florida limited liability Company, doing business as Southeastern Medical Academy based in Marathon Florida being the lowest cost and best option.

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| • Southeastern Medical Academy | \$7800/student |
| • Barry University | \$9500/student |

The Southeastern Medical Academy will deliver a Paramedic Training Program in accordance with the State of Florida; Department of Education Standards. The training will be done at the fire station classroom, off duty, on a shift friendly basis so all students will be able to attend without interfering with their normal firefighter duties and responsibilities.

All Key West Fire Department personnel students will be required to sign an agreement to repay the cost of the training if they do not pass the class or if they leave the Key West Fire Department employment within three years of obtaining their Paramedic certification.

Southeastern Medical Academy will provide all training and documentation to allow each passing student the opportunity to sit for the State of Florida Paramedic Certificate examination. The total cost per student is \$7800. The costs will be billed quarterly with the first and second payments coming in this fiscal year, 2015-2016 and third and final payments in next fiscal year, 2016-2017. All options below provide funding obligations in this fiscal year only.

OPTIONS:

- | | |
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| ▪ Provide 14 KWFD students @ \$7800/student | \$54,600. |
| ▪ Provide 15 KWFD students @ \$7800/student | \$58,500. |
| ▪ Provide 16 KWFD students @ \$7800/student | \$62,400. |
| ▪ Do not provide a Paramedic Training Program at all | \$0 |

ADVANTAGES:

The Key West Fire Department requires Florida State certified Paramedics to provide Advanced Life Support (ALS) to transport patients. The additional paramedics will provide a larger pool of available personnel to provide ALS care to residents and guests of Key West. The program requires more than four or five students to be viable. The additional paramedics will result in a higher level of care to the citizens and guests of Key West.

FINANCIAL IMPACT:

The training of 16 personnel will require \$62,400 this fiscal year and another \$62,400 next fiscal year for a total obligation by the City of \$124,800 over two fiscal years.

RECOMMENDATION:

The Key West Fire Department recommends Commission approval for the agreement with Southeastern Medical Academy to provide the training of 16 Key West Fire Department personnel to paramedic level at a cost this year of \$62,400. The program was budgeted this year at \$59,250 (001-2601-526-5500). The additional \$3,150 can be transferred from the Fire Department training budget (001-2201-522-5500). The training of 16 personnel will require \$62,400 this fiscal year and another \$62,400, pending budget approval in 2016-17 fiscal year, for a total obligation by the City of \$124,800 over two fiscal years.