

**WESTERN VIRGINIA EMERGENCY MEDICAL SERVICES COUNCIL
EXECUTIVE COMMITTEE**

DRAFT MEETING MINUTES

DATE: March 10, 2016

LOCATION: Salem Civic Center, Parlor C

Members Present

Robert Logan
Steve Simon
Carey Harveycutter
Joe Trigg
Dale Wagoner

Staff Present

Guests Present

Tim Perkins, VOEMS

TO ORDER

In the absence of the president and vice president, Secretary Steve Simon called this regular meeting of the Executive Committee to order at 1:30 PM.

Mr. Simon asked the executive director to review the agenda for the upcoming board meeting.

TREASURER'S REPORT

Treasurer Harveycutter introduced the draft budget for FY 2017. There are no significant changes. The budget includes funds for a 1.25% cost of living increase, and a 2% merit increase for staff that will be awarded at the discretion of the executive director.

The executive committee recommends approval and the action item will be a motion of the committee.

The executive director explained a request from the business manager to extend the engagement of Brown Edwards & Company for one additional year due to the integration of Virginia EMS Symposium accounting into our books in the current fiscal year.

The executive committee recommends approval and the action item will be a motion of the committee.

SPECIAL PRESENTATION

John Dugan, Director, Clinical Systems, Health Strategies for the American Heart Association Mid-Atlantic Affiliate will make a special presentation to the board.

The executive director discussed recommended minor revisions to the WVEMS Regional EMS Plan.

The executive committee recommends approval and the action item will be a motion of the committee.

The executive director discussed plans for the upcoming regional EMS awards. Staff has been working on ways to increase interest and attendance, and proposes that we develop a larger event, and make the awards presentation a part of that event. A nationally-known speaker is being recruited. The board will be asked to discuss this and recommend other alternatives.

MEDICAL DIRECTION COMMITTEE

Protocol Updates

Work is underway for a comprehensive review and update of protocols.

Allied Resources and Pharmacy Workgroups

Changes in Board of Pharmacy regulations have been published. The Pharmacy Workgroup will meet in the next two weeks, and these changes will be rolled out. A new Drug Administration Record will be developed.

Education Workgroup

Development of the joint Jefferson College/WVEMS program is underway. It has been determined that a new employee to oversee the program is not needed at this time.

EMS OPERATIONS

Communications Workgroup

The new repeaters for the NRV have been ordered and work is underway.

MCI Workgroup

The Regional MCI Plan is a fluid document. It is currently being reviewed by NSPA and WVEMS. At present no revisions are recommended.

PERFORMANCE IMPROVEMENT COMMITTEE

Trauma and General Performance Improvement Subcommittees

Charles Berger will report for the General and Trauma Performance Improvement Committees. Both met today.

NSPA

David Linkous, board member representing the Near Southwest Preparedness Alliance, will report for NSPA.

EMS Advisory Board

Jason Ferguson will report for the EMS Advisory Board. He will provide a written report.

EMS Financial Assistance

The deadline for the upcoming cycle is March 15.

Being no further business, the meeting was adjourned at 2:00 PM.

/s Robert Logan, Executive Director