

WVEMS BOARD OF DIRECTORS

Thursday, March 11, 2021

Via Video Conference

Executive Committee - 1:30 PM

Full Board - 2:00 PM

AGENDA - Printable

Log In to Virtual Meeting

To join Web Conference: <http://vae.ms/wvbod>

Call-in for Audio Only: 540.904.1652

Conference PIN: 15401

1. Call to Order (*President Joe Trigg*)
2. Introduction of Guests (*Trigg*)
 - a. Introduction of Executive Director Steve Simon
3. Secretary's Report (*Exec. Director Steve Simon, Secretary Matt Rickman*)
 - a. Roll Call (*Rickman*)
 - b. Minutes - December, 2020 meeting (*Simon*) [Sept. 2020 Minutes Complete](#)
4. Treasurer's Report
 - a. FY 2021 YTD Treasurer's Report (*Tweedie*) [Treas Report YTD February 28, 2021](#)
 - b. FY2022 Budget (*Tweedie*) FY2021 Budget [Draft Budget FY22](#)
5. Reports and Action Items
 - a. Executive Committee (*Trigg*)
 - i. Regional EMS Plan [Current Regional EMS Plan](#)
 - b. Medical Direction
 - i. 2021 Protocol Revision Process Status Report - (*RMD Dr. Charles Lane, Protocol Workgroup Member Dr. Eric Stanley, Cockrell*)
 - ii. Other MDC Matters (*Lane*)
 - c. Performance Improvement Committee (meets same day as Board) (*Staff Liaison Chris Christensen*)
 - i. Report on Recent Activities
 - ii. Trauma Triage Plan [Current Trauma Triage Plan](#)
 - iii. Stroke Triage Plan [Current Stroke Triage Plan](#)

- d. Near Southwest Preparedness Alliance (NSPA) - *(NSPA Exec. Director Robert Hawkins)*
 - i. NSPA Matters *(Hawkins)*
 - e. EMS Operations
 - i. MCI Planning - Participation *(Field Coordinator Mike Garnett)*
 - f. Education Workgroup
 - i. Status Report - Paramedic Course in Roanoke *(Cockrell)*
 - ii. Future Educational Offerings *(Cockrell/Garnett)*
 - g. Communications Workgroup
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- 6. EMS Financial Assistance *(FARC Member Joe Trigg)*
 - 7. State EMS Advisory Board Report *(EMS AB Member Matt Rickman)* [OEMS Quarterly Report for February 5, 2021](#)
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- 8. New Business
 - a. Format for future meetings
 - 9. President's Report
 - 10. Staff Reports
 - 11. Public comments
 - 12. Adjourn

**WESTERN VIRGINIA EMERGENCY MEDICAL SERVICES COUNCIL
BOARD OF DIRECTORS**

DRAFT MEETING MINUTES

DATE: March 11, 2021

LOCATION: Virtual Meeting

Directors Present

Jim Cady, Sr.
Joe Coyle
Jason Ferguson
Billy Ferguson
Richard Flora
Carey Harveycutter
Robert Hawkins
Rodney Haywood
Mike Jefferson
Gary Meadows
Ryan Muterspaugh
Matt Rickman
Kris Shrader
Steve Simon
Eric Stanley
Marcus Stone
Matt Tatum
Joe Trigg
Val Tweedie

Staff Present

Chris Christensen
Cathy Cockrell
Gene Dalton
Mike Garnett
Sandi McGrath
Rob Logan

Guests Present

Chris Vernovai, Virginia OEMS

TO ORDER

President Joe Trigg called this regular meeting of the Board of Directors to order at 2:00 PM.

The president introduced Steve Simon in his new role as executive director. Steve addressed the board.

He then introduced Marcus Stone, new at-large director representing the twelfth planning district.

SECRETARY'S REPORT

Secretary Matt Rickman asked Chris Christensen to call the roll.

President Trigg asked any others on the call to identify themselves. He welcomed Chris Vernovai representing the Virginia Office of EMS to the meeting.

Secretary Matt Rickman and the executive director presented minutes of the September 10 meeting as distributed. He called for any corrections or additions.

Being none, motion was made and seconded to approve the minutes. **Motion CARRIED.**

TREASURER'S REPORT

YTD Report: Treasurer Val Tweedie presented Treasurer's Report for the current fiscal year-to-date. She noted that all accounts were within expectations, and explained that the third quarter contract payment from VDH/OEMS would not be received until sometime in April 2021.

Motion was made and seconded to receive the year-to-date Treasurer's Report. **Motion CARRIED.**

Budget: Treasurer Val Tweedie presented the draft budget for FY 2022. She explained that the budget would likely be adjusted later to reflect some recent changes to projected revenues and expenditures. These revisions will come before the board at a future meeting. The budget is balanced.

Motion was made and seconded to adopt the FY 2022 budget. **Motion CARRIED**

REPORTS AND ACTION ITEMS

Executive Committee

The executive committee met prior to the regular meeting to consider the following matters:

Transition Staffing plan: The president discussed the arrangement that had been agreed upon to retain Rob Logan to assist in the transition to a new director. He will remain on a full-time basis for four weeks, and will then work part-time for the next six months to assist in familiarizing Steve with various matters that will surface during that time.

Regional EMS Plan: Joe Trigg presented proposed revisions to the Regional EMS Plan. Proposed revisions are attached to and made a part of these minutes. Carey Harvey cutter suggested adding the word "Agencies" to the title of section 2.2. A revised version of the plan (as adopted) is also attached to these minutes.

Motion was made and seconded to adopt the FY 2022 Regional EMS Plan as revised. **Motion CARRIED.**

Medical Direction

Protocol Revisions: Dr. Stanley reported on progress toward the 2020/2021 Protocol updates. He noted that the protocols are nearly done, and that the new mobile app is also in production.

Other MDC Matters:

Joe Trigg discussed the upcoming need to appoint a new Regional Medical Director. The executive director will poll our active OMDs to determine interest in serving, and that funds would be sought to offer compensation. He will mention in his recruiting that the Regional Medical Director is authorized to appoint two assistant RMDs to assist.

Performance Improvement Committee

Education Program Director Cathy Cockrell and staff liaison Chris Christensen reported for the Performance Improvement Committee which met today, March 11, 2021 at the WVEMS office and virtually. Several matters were considered.

Trauma Triage Plan:

The committee considered the Trauma Triage Plan. Only minor revisions were recommended, updating various tables and lists.

The Committee moved to reaffirm the Trauma Triage Plan as revised. **Motion CARRIED.**

The committee considered the Stroke Triage Plan. The Committee recommended reaffirming the plan in its current form, but that mid-year revisions would be recommended pending completion of the new protocols.

The Committee moved to reaffirm the Stroke Triage Plan in its current form and allowing for future revisions upon roll-out of the new regional protocols. **Motion CARRIED.**

Near Southwest Preparedness Alliance: Robert Hawkins, NSPA executive director, reported for NSPA.

Robert extended his appreciation to Rob Logan for the years of service assisting NSPA. He also stated that he looks forward to working with Steve Simon in his new role to further the collaboration between NSPA and WVEMS.

Congratulations to Matt Rickman for his recently concluded term on the NSPA Board of Directors and he welcomed Jim Cady, Jr. to the NSPA Board as the EMS Representative.

Robert reported on the recent Tactical Emergency Casualty Care Course hosted in Danville. Mike Garnett and Chris Christensen assisted with the delivery of this training opportunity. Additional courses for TECC are available to be scheduled with local EMS, Fire and Law Enforcement agencies.

EMS Operations – MCI Planning: Mike Garnett reported the following:

We will be conducting four VAOEMS MCI Management I & II programs throughout PD-4 this spring and summer.

We will also be working on formulating a subject-matter-expert panel made up of OMDs, EMS Administrators and TECC providers to come up with a future training program on the foundations of forming an EMS Rescue Task Force. This program would be offered to regional EMS agencies with interest in forming these task-forces for ASHE and other MCI expansive events.

Communications Workgroup: No report.

EMS FINANCIAL ASSISTANCE

Joe Trigg reported for the EMS financial assistance program. He reported on past and upcoming FARC meetings, and the approaching deadline to submit requests for the current grant cycle. He reported that the FARC meeting to review this cycle's request would be held in early June.

EMS ADVISORY BOARD

Matt Rickman provided a report, and referenced the OEMS Quarterly Report that was linked on the Board's web page. He also mentioned the legislative updates that were emailed to the board, and specifically mentioned several bills of interest.

NEW BUSINESS

Future Board Meetings: Joe Trigg opened discussion on updating logistics for future board meetings. Discussion was held as to whether future board meetings should be held in-person with a virtual option, or should remain primarily virtual.

Steve Simon mentioned that the Governor’s executive orders on mass gatherings would likely relax in the near future. He will review the current situation in May, and will survey the board to determine the desire of the members to return to an in-person meeting. He and President Trigg expressed a desire to meet in person. Steve will also look into alternative venues to accommodate the necessary distancing if the decision is made to return to in-person meetings, and he will explore the possibility of offering optional virtual participation.

PRESIDENT’S REPORT

President Trigg thanked the board members, staff and guest for participating in today’s meeting.

STAFF REPORTS

Steve Simon – Nothing further

Cathy Cockrell - None

Mike Garnett - None

Chris Christensen - None

Gene Dalton - None

Sandi McGrath - None

Rob Logan – Reported on several cooperating projects underway with the Virginia Department of Health and the Office of EMS. These included assistance with the transition to a new EMS data collection system, and a staffing contract to bring some contractors on board assist in the data initiative.

HEARING OF THE PUBLIC

None

Being no further business, the meeting was adjourned at 2:55 PM.

Respectfully submitted,
s/ Steve Simon, Executive Director

/s Stephen Simon, Executive Director

WESTERN VA EMS COUNCIL
UNAUDITED TREASURER'S REPORT
AS OF FEBRUARY 28, 2021

REVENUES	BUDGET	TOTAL	% YTD
STATE GOVERNMENT (OEMS CONTRACT)	446,453	223,227	50.00%
SUPPLEMENTAL COVID-19 FUNDS	8,669	4,335	50.00%
SUPPLEMENTAL STATE SYMPOSIUM ADMIN FUNDS	18,000	10,500	58.33%
LOCAL GOVERNMENT	140,000	140,352	100.25%
UNITED WAYS	2,500	3,523	140.91%
CONTRIBUTIONS	1,000	30	2.96%
DIRECT PROGRAM INCOME	245,000	99,730	40.71%
NSPA OFFSET REVENUE (Contract for services)	35,000	15,756	45.02%
RENT INCOME (NSPA)	24,000	16,000	66.67%
PPP LOAN REVENUE		32,525	
MISC. REVENUE			
INVESTMENT / GAINS/LOSSES	10,000	27,192	271.92%
TOTAL REVENUES	930,622	573,169	61.59%
EXPENDITURES	BUDGET	TOTAL	% YTD
SALARIES / WAGES (WVEMS)	488,000	342,068	70.10%
PAYROLL TAXES (FICA)	37,332	25,648	68.70%
VEC	400	8	1.96%
403(b) / RETIREMENT	24,400	15,148	62.08%
HOSPITAL / MEDICAL INSURANCE	56,000	33,779	60.32%
LIFE INSURANCE/DISABILITY	11,500	8,468	73.64%
DENTAL INSURANCE	3,000	1,205	40.16%
PROFESSIONAL SERVICES/FEEES	12,000	9,160	76.33%
MEDICAL DIRECTION ASSISTANCE	1,000		0.00%
MAINTENANCE / REPAIRS / SERVICE CONTRACTS	2,500	78	3.12%
OCCUPANCY (Utilities, repairs, NRV rent etc.)	22,000	12,044	54.75%
POSTAL / SHIPPING	2,500	964	38.54%
TELECOMMUNICATIONS	15,000	9,316	62.11%
SUPPLIES (ADMIN)	9,000	6,386	70.95%
EQUIPMENT	5,000		0.00%
INSURANCE	12,500	6,846	54.77%
DIRECT PROGRAM EXPENSES	168,830	147,777	87.53%
PRINTING / PUBLICATIONS	2,400	1,593	66.35%
TRAVEL / LODGING	5,000		0.00%
FUEL/VEHICLE MAINTENANCE	8,500	950	11.18%
MEETING SUPPORT	1,200		0.00%
DUES / MEMBERSHIP FEES	2,000	950	47.50%
STAFF DEVELOPMENT	9,600	2,972	30.95%
COVID-19 EXPENSES	8,660	3,497	40.38%
CISM PROGRAM COSTS	2,000		0.00%
COMMUNICATION SITE RENTAL	6,000	5,700	95.00%
COMMUNICATIONS WIRELINES	5,000	2,937	58.74%
COMMUNICATIONS MAINTENANCE	3,000	2,172	72.42%
COMMUNICATIONS UTILITIES	800	427	53.33%
COMMUNICATIONS INSURANCE	3,000	2,000	66.67%
COMMUNICATIONS EQUIPMENT	2,500		0.00%
TOTAL EXPENDITURES	930,622	642,092	69.00%

PROGRAM

REVENUE (PROGRAM ACCOUNTS)	TOTAL
PROTOCOL, ETC. SALES	
TEXTBOOK SALES	
CONSOLIDATED TESTING FEES	
ALS TESTING FEES	
DRUG BOX REVENUE - Issuing of New Boxes	6,917
DRUG BOX REVENUE - Drug Box Seals	4,501
GRANTS & SPECIAL PROJECTS	70,268
SALES - CONSUMER GOODS	
WEB DATABASE	
PROCESSING FEES	
PROGRAM TUITION - AEMT	18,000
PROGRAM TUITION - ADJUNCT	
PROGRAM TUITION - PARAMEDIC	
PROGRAM TUITION - OTHER	
PROGRAM TUITION - EMR	
CREDIT CARD HOSTING FEE	19
ID CARD SALES	25
TOTAL REVENUES	99,730

EXPENSES (PROGRAM ACCOUNTS)	TOTAL
CONTRACTED SERVICE - PAYROLL NRVTC PROG MGT	3,923
CONTRACTED SERVICE - PAYROLL AEMT COURSES	
CONTRACTED SERVICE - PAYROLL ADJUNCT COURSES	
CONTRACTED SERVICE - PAYROLL PARAMEDIC COURSES	26,539
CONTRACTED SERVICE - PAYROLL ALS TESTING	1,080
CONTRACTED SERVICE - PAYROLL CTS	
CONTRACTED SERVICE - PAYROLL OEMS CE	
CONTRACTED SERVICE - PAYROLL OEMS AUX	
PROFESSIONAL SERVICE - EDU DRUG/BACKGROUND EXP.	
PROFESSIONAL SERVICE - AEMT	500
PROFESSIONAL SERVICE - ADJUNCT PROGRAMS	
PROFESSIONAL SERVICE - PARAMEDIC	28,190
CONTRACTED SERVICE - ALS TESTING	
CONTRACTED SERVICE - CTS TESTING	
CONTRACTED SERVICE - ALS CE	
CONTRACTS FOR SERVICES - OEMS CE	
CONTRACTS FOR SERVICES - OEMS AUX	
PAYROLL TAXES (FICA)	2,413
VEC	56
RENT - NRV TRAINING CENTER	914
POSTAGE - NRVTC	121
OFFICE SUPPLIES - EDUCATION	120
TRAINING SUPPLIES CTS	
TRAINING SUPPLIES PROGRAMS	337
TRAINING SUPPLIES PROGRAM UNIFORMS	
TRAINING SUPPLIES PROGRAM TEXTBOOKS	
EQUIPMENT - EDUCATION	6,260
INSURANCE - EDUCATION	740
TRAINING SUPPLIES ADJUNCT PROGRAMS	
GRANTS & SPECIAL PROJECTS: EQUIPMENT	
GRANTS & SPECIAL PROJECTS: OTHER	70,268
GRANTS & SPECIAL PROJECTS: AWARDS BANQUET	1,020
GRANTS & SPECIAL PROJECTS: NRV	
DRUG BOX EXCHANGE EXPENSES	1,877
DRUG BOX SEALS EXPENSES	2,657
CREDIT CARD DISCOUNT	633
MERCHANDISE FOR RESALE	
ID CARD PROGRAM	128
TOTAL EXPENDITURES	147,777

WESTERN VIRGINIA EMS COUNCIL, INC.

Balance Sheet
February 28, 2021

ASSETS

Current Assets

SUNTRUST CHECKING	\$	260,256.55	
SUNTRUST PAYROLL		200.00	
Western 14 Task Force		1,904.17	
PREPAID EXPENSES		1,364.25	
Pinnacle VDH EMS Data Project		996,693.51	
ACCOUNTS RECEIVABLE		1,045,743.17	
DUE FROM NSPA		42,147.72	
INCOME TRANSFER		109.88	
Total Current Assets			2,348,419.25

Property and Equipment

Total Property and Equipment			0.00
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Other Assets

FRANKLIN TEMPLETON-LPL		205,036.76	
COMMUNICATIONS EQUIPMENT		180,426.65	
MISCELLANEOUS EQUIPMENT		381,825.04	
OFFICE EQUIPMENT		29,220.28	
BUILDING		175,223.00	
LAND		201,600.00	
BLDG. IMPROVEMENTS		86,142.54	
GENERATOR BUILDING & EQUIPME		16,672.25	
ACCUMULATED DEPRECIATION		(463,796.48)	
Total Other Assets			812,350.04

Total Assets	\$		<u><u>3,160,769.29</u></u>
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LIABILITIES AND CAPITAL

Current Liabilities

CLEARING ACCT (UNCASHED CHEC	\$	157.71	
ACCRUED SALARIES		48,475.70	
W14 CUSTODIAL LIABILITY		1,904.17	
FLEX SPENDING ACCOUNT-MEDICA		884.48	
Total Current Liabilities			51,422.06

Long-Term Liabilities

Total Long-Term Liabilities			<u>0.00</u>
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Total Liabilities			51,422.06
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Capital

FUND BAL. UNRESTRICTED		707,162.00	
FUND BAL. UNRESTRICTED DES.		55,036.00	
RETAINED EARNINGS		391,497.10	
FUND BALANCE TEMP. RESTR.		20,374.00	
Net Income		1,935,278.13	
Total Capital			<u>3,109,347.23</u>

Total Liabilities & Capital	\$		<u><u>3,160,769.29</u></u>
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WVEMS DRAFT BUDGET - FY2022				
	Budget 2020 Adopted	Budget FY2021 Adopted	Budget FY2022 Proposed	Difference 2022 v 2021
REVENUES				
State Government (OEMS Contract)	433,450.00	455,122	455,122	0.00%
Supplemental State Education Admin Funds	0.00	0		0.00%
Supplemental State Symposium Admin Funding	18,000.00	18,000	18,000	0.00%
Local Government	140,000.00	140,000	140,000	0.00%
United Ways	2,500.00	2,500	2,500	0.00%
Contributions	1,000	1,000	1,000	0.00%
Direct Program Income (tuitions, grants, VDH/OEMS)	243,500	245,000	208,496	-17.51%
NSPA Offset Revenue (Contract for services)	34,800	35,000	45,000	22.22%
Rent income (NSPA)	24,000	24,000	24,000	0.00%
Overhead Income - VDH (new - temporary - 2020)	4,620	0	0	0.00%
Other Income (Sale of Assets)		0	0	0.00%
Interest/Investment	10,000	10,000	10,000	0.00%
TOTAL REVENUES	911,870	930,622	904,118	-2.93%
EXPENSES				
Personnel				
Salaries/Wages (WVEMS) (1.5% COLA; 1.5% Merit 2021)	496,000	488,000	495,000	1.41%
Payroll Taxes (FICA)	37,944	37,332	37,868	1.41%
VEC	400	400	500	20.00%
403(b) Thrift	24,800	24,400	24,750	1.41%
Hospital/Medical Insurance	48,000	56,000	48,000	-16.67%
Life/ADD/Disability	11,500	11,500	12,000	4.17%
Dental Insurance	2,800	3,000	3,400	11.76%
Staff Services Total	621,444	620,632	621,518	0.14%
Non-Personnel				
Professional Services/Fees	12,000	12,000	12,000	0.00%
Medical Direction Assistance	1,000	1,000	1,000	0.00%
Maintenance/Repairs/Service Contracts	2,500	2,500	2,500	0.00%
Occupancy (Utils, cleaning, maint, etc.)	22,000	22,000	22,000	0.00%
Postal/Shipping	2,500	2,500	2,500	0.00%
Telecommunications	15,000	15,000	16,000	6.25%
Supplies (Admin)	9,426	9,000	9,000	0.00%
Equipment	5,000	5,000	5,000	0.00%
Insurance	12,000	12,500	12,500	0.00%
Direct Program Expenses	158,000	168,830	150,000	-12.55%
Printing/Publications	2,400	2,400	2,400	0.00%
Travel/Lodging	5,000	5,000	5,000	0.00%
Vehicle Fuel/Maintenance	8,500	8,500	8,500	0.00%
Meeting Support	1,200	1,200	800	-50.00%
Dues/Membership Fees	2,000	2,000	2,000	0.00%
Staff Development	9,600	9,600	9,600	0.00%
COVID-19 Expenses (one-time)		8,660	0	eliminated
CISM Program Costs	2,000	2,000	2,000	0.00%
Radio Systems				
Site Rental	6,000	6,000	6,000	0.00%
Telephone Wirelines	5,000	5,000	5,000	0.00%
Maintenance	3,000	3,000	3,000	0.00%
Utilities	800	800	800	0.00%
Insurance	3,000	3,000	2,500	-20.00%
Equipment	2,500	2,500	2,500	0.00%
Reserve for Capital (Bldg Maint, Grant match for Communications & Training Equip)				
TOTAL EXPENSES	911,870	930,622	904,118	-2.93%

Regional EMS Plan Suggested Revisions (revisions in bold/italics)

Presented to WVEMS Board of Directors - March 2021

2.2.2 – Promote leadership and management training ***for board and staff to include best practices for operating a non-profit organization, particularly relating to fiscal and organizational management.***

2.2.6 – Conduct and/or sponsor various certification and non-certification educational courses and programs throughout the region as needed. ***As our communities transition back to normalcy from the COVID-19 Pandemic, it is important to promote programs such as community CPR and First Aid to pre-pandemic levels to improve overall outcomes in the public health arena.***

2.4.7 – ***(New) To aid in reducing operational costs for local governments and non-profit EMS agencies, provide and promote processes for procurement of assets using cooperative agreements/purchasing contracts for EMS equipment and other necessary assets.***

2.5.3 ***(New) The recent COVID-19 Pandemic illustrated the need for regional cooperation amongst local EMS Agencies to share resources from equipment to staffing resources. The Council will develop coordination plans to help facilitate information sharing using a multi-jurisdictional approach.***

This plan was developed as part of the effort to standardize long-range planning across the eleven EMS regions in Virginia, along with the long-range statewide EMS plan developed by the Virginia Office of EMS.

You will notice that the plan is very broad in scope. It is not intended to address ongoing and day-to-day work and initiatives.

The plan is intended to be reviewed and updated annually.

Please feel free to address any questions or comments to:

Western Virginia EMS Council
Attn: Executive Director
1944 Peters Creek Road NW
Roanoke, VA 24017
800-972-4367
western@vaems.org

Core Strategy 1: Develop Partnerships

Key Strategic Initiatives:

1.1 Promote collaborative approaches

- 1.1.1 Develop and foster relationships with federal, state, and local partners, educational institutions and other Regional EMS Councils.
- 1.1.2 Promote collaboration and partnerships with the Southwest Virginia EMS Council, Blue Ridge EMS Council and others relevant to developing service area concepts and effective partnerships and collaboration.
- 1.1.3 Strengthen ongoing relationships with Virginia Department of Health, other state departments, public safety, public health and medical facilities.
- 1.1.4 Foster regional involvement in EMS-related legislative initiatives.
- 1.1.5 Cultivate grass roots support for Strategic Initiatives.
- 1.1.6 Continue to develop extensive and meaningful collaborations with the Blue Ridge and Southwest Virginia EMS Councils, to include work toward unified protocols, drug boxes, policies and plans.
- 1.1.7 Collaborate with hospitals and other health care institutions within the service area to foster and sustain cooperative programs, including supply and drug box exchange agreements and mobile integrated care.
- 1.1.8 Develop, support and update policies to ensure appropriate utilization of free-standing emergency departments, and ensure that such departments are addressed in resource documents such as regional protocols and plans.



1.2 Attract and support outstanding health care providers

- 1.2.1 Cultivate partnerships with universities, colleges, accredited training programs, and others to attract and educate EMS providers.
- 1.2.2 Recruit and assist in retaining EMS physicians.

1.3 Further community based prevention

- 1.3.1 Encourage illness and injury prevention programs through collaboration with other agencies and organizations.

1.4 Identify resources for responses to emergencies both natural and man-made

- 1.4.1 Enhance relationships with local Emergency Managers and other federal, state, and local agencies.
- 1.4.2 Support ongoing training, evaluation and develop resources for emergency preparedness and response.
- 1.4.3 Participate in and support activities relating to MCI planning and preparedness activities and projects within the region.

Core Strategy 2: Utilize Tools and Resources

Key Strategic Initiatives:

2.1 Facilitate EMS performance improvement and related research

- 2.1.1 Support and encourage research and other projects utilizing collected EMS data.
- 2.1.2 Promote quality assurance and performance improvement in EMS service and trauma triage, stroke triage and STEMI compliance, along with other identified critical care initiatives.
- 2.1.3 Support development of, and encourage the best use of the electronic Virginia EMS Registry to support meaningful data collection and research to promote evidenced-based decision-making affecting the EMS system.

2.2 Support quality education and evaluation of EMS personnel and Agencies

- 2.2.1 Expand availability of ALS Training. Support existing accredited training programs and develop new programs and sites as needed.
- 2.2.2 Promote leadership and management training for board and staff to include best practices for operating a non-profit organization, particularly relating to fiscal and organizational management.
- 2.2.3 Support and improve processes for evaluation of ALS and BLS candidates.
- 2.2.4 Provide technical assistance to educational institutions desiring to provide EMS education.
- 2.2.5 Develop and maintain strategic partnerships with organizations and educational institutions to further EMS education in the region and elsewhere.
- 2.2.6 Conduct and/or sponsor various certification and non-certification educational courses and programs throughout the region as needed. As our communities transition back to normalcy from the COVID-19 Pandemic, it is important to promote programs such as community CPR and First Aid to pre-pandemic levels to improve overall outcomes in the public health arena.
- 2.2.7 Work cooperatively with OEMS educators and other outside resources to maximize the impact of their offerings, and utilize all outside resources to achieve the greatest benefit to EMS providers and other stakeholders within the service area.

2.3 Foster appropriate use of system-wide EMS resources

- 2.3.1. Support education, legislation and programs to promote appropriate use of EMS resources.

2.4 Provide resources to support the EMS system

- 2.4.1 Provide tools to assist in recruitment and retention events across the region.
- 2.4.2 Provide resources and information to instructor network.
- 2.4.3 Promote and provide enhanced resources for quality EMS education.
- 2.4.4 Provide loaner bank of training equipment and publications.
- 2.4.5 Facilitate referrals and reporting of information to the operational medical directors using the Medical Incident Review process and the regional Performance Improvement Committees.

- 2.4.6 Develop and publish regional EMS operational guidelines (protocols) in conjunction with and as approved by the region's operational medical directors.
- 2.4.7 To aid in reducing operational costs for local governments and non-profit EMS agencies, provide and promote processes for procurement of assets using cooperative agreements/purchasing contracts for EMS equipment and other necessary assets.

2.5 Provide guidance documents to promote unified response

- 2.5.1 Develop and revise, and promote compliance with regional plans addressing response to specific medical situations, such as development of a Trauma Triage Plan and Stroke Triage Plan.
- 2.5.2 Assist EMS agencies and providers, and other stakeholders in responding and reacting to public health emergencies, outbreaks and epidemics by providing information, emergency protocols, and best practices.
- 2.5.3 The recent COVID-19 Pandemic illustrated the need for regional cooperation amongst local EMS Agencies to share resources from equipment to staffing resources. The Council will develop coordination plans to help facilitate information sharing using a multi-jurisdictional approach.

Core Strategy 3: Develop Infrastructure

Key Strategic Initiatives:

3.1 Develop and strengthen board of directors

- 3.1.1 Periodically review and revise board governance documents.
- 3.1.2 Cultivate further board member participation.
- 3.1.3 Utilize a meaningful board member orientation program to optimize board member familiarity with WVEMS and its programs and operations.

3.2 Adequately staff the Western Virginia EMS Council

- 3.2.1 Ensure adequate staffing and procedures to support the variable nature of the EMS system requirements and challenges within the region.
- 3.2.2 Assess and adapt the Council's role in ensuring appropriate EMS provider training.
- 3.2.3 Provide ongoing workforce development and supporting resources to maintain a proficient and productive staff.
- 3.2.4 In response to increased audit standards for non-profits, continually monitor and improve fiscal management and accountability standards.
- 3.2.5 Cultivate and support efforts to work within and beyond identified regional service areas in concert with OEMS to best benefit all stakeholders.
- 3.2.6 Apply for, obtain, and maintain VDH designation according to the policies, regulations and directives put forth by the Virginia Department of Health.

3.3 Focus recruitment and retention efforts

- 3.3.1 Support and promote recruitment and retention campaigns within the region.
- 3.3.2 Promote and conduct annual EMS awards program.
- 3.3.3 Identify and promote opportunities for financial assistance for EMS education throughout the region.
- 3.3.4 Support regional crisis intervention initiatives.

3.4 Upgrade technology and communication systems

- 3.4.1 Promote improved EMS communications systems and information sharing.
- 3.4.2 Promote the use of technology in EMS reporting and quality assurance.
- 3.4.3 Improve IT security and redundancy for all EMS regions.
- 3.4.4 Plan and implement information-sharing and electronic communications enhancements to benefit WVEMS and other regions.



3.5 Improve EMS Governance and Broad-based Participation

3.5.1 Encourage attendance and participation by board members, operational medical directors and staff with relevant groups and organizations such as:

- State EMS Advisory Board
- State Medical Direction Committee
- Other committees and workgroups of the State EMS Advisory Board
- Financial Assistance Review Committee
- Virginia Association of Governmental EMS Administrators
- Virginia Association of Volunteer Rescue Squads

3.5.2 Monitor proposed impactful legislation at the local, state and federal level, and work to effectuate legislation that positively impacts EMS within our region and in general.

3.5.3 Work to inform the public, local governing bodies, hospitals and healthcare systems, and other stakeholders of matters that impact EMS in general and within the region.

3.6 Maximize EMS funding

3.6.1 Encourage pursuit of alternative funding sources including revenue recovery and increasing operating efficiencies.

3.6.2 Provide assistance to eligible applicants in applying for Rescue Squad Assistance Fund and other grants.

3.6.3 Assist in maximizing the effectiveness of the RSAF by providing meaningful information in the grading and review process.

3.6.4 Ensure appropriate stewardship of EMS council funds.

3.6.5 Support and advocate for a stable funding stream for state and regional infrastructure to include effective use of Four-for-Life funds by OEMS and the regional councils.

Core Strategy 4: Promote Other Regional & Statewide Initiatives

Key Strategic Initiatives:

4.1 Further and Promote Projects in Conjunction with NSPA

- 4.1.1 Collaborate and support activities of the Near Southwest Preparedness Alliance in preparing facilities such as hospitals, free-standing emergency departments, alternate care sites, long-term care facilities, etc. as part of the Commonwealth's healthcare preparedness initiatives.
- 4.1.3 Assist in staffing and operating Regional Healthcare Coordinating Centers (RHCCs) and other NSPA resources.
- 4.1.4 Provide other contractual services as needed.

4.2 Utilize External Contracts and Promote External Initiatives

- 4.2.1 Through agreements, and whenever possible, support outside initiatives such as the Virginia EMS Symposium by providing fee-based fiscal and other administrative services.
- 4.2.2 Provide technological support for statewide resources such as the VA EMS Jobs database and the multi-regional CTS Registration System.
- 4.2.3 Maintain availability to assist other regions, OEMS, other agencies and organizations to enhance EMS and healthcare delivery in Virginia.
- 4.2.4 Support Medical Reserve Corps within the service area as requested. Provide assistance to VDH relating to MRC(s) as agreed upon.
- 4.2.5 Facilitate information technology support for all regional EMS councils as provided for and funded by contract between OEMS and WVEMS.

Appendix 1

Mission

The mission of the Western Virginia EMS Council: As an integral part of Virginia's comprehensive EMS system, WVEMS serves to assess, identify, coordinate, plan and implement efficient and effective regional EMS delivery systems in partnership with Virginia's Office of Emergency Medical Services and EMS Advisory Board.

Appendix 2

Planning Committee and Process

The WVEMS Staff Leadership Group serves as the planning committee for the annual updates to this plan. The Leadership Group consists of the Executive Director, Business Manager, Regional Education Program Director and the Executive Director of the Near Southwest Preparedness Alliance.

The process to revise and update this plan included a review of the mandates set forth in the Code of Virginia and the WVEMS Contract with OEMS. The WVEMS board of directors discusses the plan's components, and board members are encouraged to consider the strengths and weaknesses of, and opportunities and threats affecting the EMS system in Virginia and the WVEMS region. Directors are asked to send comments to the executive director for inclusion in the final draft.

Public comment is invited. Then at the March board of directors meeting each year, final review and discussion takes place, and the resulting document is presented for adoption.

DIRECTORS:	2021				2022				2023			
	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC
Allen, Steve	O											
Cady Sr., Jim	X											
Cady Jr., Jim	O											
Coyle, Joe	X											
Ferguson, Jason	X											
Ferguson, William	X											
Flora, Richard	X											
Guests	X											
Harveycutter, Carey	X											
Hawkins, Robert	X											
Haywood, Rodney	X											
Jefferson, Mike	X											
Lafon, Larry	X											
Lane, Charles	O											
Meadows, Gary	X											
Muterspaugh, Ryan	X											
Paxton, Dwaine	O											
Rickman, Matt	X											
Shrader, Kris	X											
Simon, Stephen	X											
Slemp, Chris	X											
Stanley D.O., Eric	X											
Stone, Marcus	X											
Tatum, Matt	X											
Trigg, Joe	X											
Tweedie, Valerie	X											
Wirt, Ford	O											
STAFF PRESENT:	2021				2022				2023			
	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC
Christian, Mary	O											
Christensen, Chris	X											
Cockrell, Cathy	X											
Dalton, Gene	X											
Garnett, Mike	X											
Logan, Robert	X											
McGrath, Sandi	X											

PRESENT = X
DID NOT ATTEND = O
NO LONGER INVOLVED

WebEx Meetings Due to COVID-19

March 2021 Guests: Chris Vernovia - OEMS