





**WVEMS BOARD OF DIRECTORS  
Thursday, March 12, 2015**

**Salem Civic Center**

**1001 Roanoke Blvd.  
Salem VA 24153**

**Executive Committee - 1:30 PM  
Full Board - 2:00 PM**

1. Call to Order
2. Introduction of Guests
3. Secretary's Report
  - a. Minutes - December 11, 2014 meeting  [Dec 11 2014 Minutes Complete](#)
4. Treasurer's Report
  - a. FY 2015 Year-to-Date Financial Report - Unaudited  [Treasurer's Report - Feb. 2015](#)
  - b. FY 2016 Budget  [Budget 2016](#)
  - c. RESOLUTION – Change to Investment Adviser
5. Reports and Action Items
  - a. Executive Committee
    - i. Regional EMS Plan  [Regional EMS Plan 2015 - Proposed](#)
    - ii. Bylaw Amendment
  - b. Medical Direction
    - i. Pharmacy and Allied Resources Workgroups
  - c. Nominating Committee
    - i. Election of Officers and Directors
  - d. EMS Operations
    - i. MCI Planning Work Group - Final MCI Plan (already approved) Mike Garnett
  - e. Performance Improvement Committees (meets same day as Board) - Charles Berger
    - i. Trauma Triage Plan
    - ii. Stroke Triage Plan
  - f. Near Southwest Preparedness Alliance (NSPA) – David Linkous

- g. Communications Workgroup
    - i. RESOLUTION – Roanoke-Blacksburg Regional Airport Authority
  - h. State EMS Advisory Board Report - Jason Ferguson
6. EMS Financial Assistance
    - i. Current cycle deadline and reviews
    - ii. Application for Protocol Manual Printing
  7. New Business
  8. President's Report
  9. Staff Reports
  10. Public comments
  11. Adjourn

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

**DRAFT MEETING MINUTES**

**DATE:** March 12, 2015

**LOCATION:** Salem Civic Center – Parlor C

**Directors Present**

Steve Allen  
Billy Altman  
Jim Cady  
Joe Coyle  
Steve Davis  
Tim Duffer  
Steve Eanes  
Jason Ferguson  
Carey Harveycutter  
Daryl Hatcher  
Mike Jefferson  
Robert Logan  
Kris Shrader  
Steve Simon  
Eric Stanley, D.O.  
Dallas Taylor  
Joe Trigg  
Dale Wagoner  
Ford Wirt

**Staff Present**

Cathy Cockrell  
Mike Garnett  
Charles Berger  
Gene Dalton  
Sandi Short

**Guests Present**

Tim Perkins  
J. T. Clark

**TO ORDER**

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

He introduced guests:

Tim Perkins, OEMS  
J. T. Clark, Near Southwest Preparedness Alliance

**SECRETARY'S REPORT**

Ford presented minutes of the last meeting as distributed. He called for any corrections or additions.

Motion was made and seconded to approve. **Motion CARRIED.**

**TREASURER'S REPORT**

Treasurer Harveycutter presented the year-to-date unaudited FY 15 report. All accounts are in order.

Motion was made and seconded to adopt. **Motion CARRIED.**

He then presented the proposed budget for FY 2016.

He explained the variances, and noted that no drastic changes were proposed. The budget allowed for a two percent cost of living increase and up to two percent merit increase.

Motion was made and seconded to adopt. **Motion CARRIED.**

He then explained that our investment advisor had left Valley Wealth and was now working independently as a representative of Ameriprise Financial. Because we enjoy a good and productive relationship with John Register, and desire to continue that relationship, the treasurer recommends that we move our investment accounts to Ameriprise and its agent John Register.

He moved the prepared resolution, which is attached to and made a part of these minutes.

**Motion CARRIED.**

### **EXECUTIVE COMMITTEE**

The executive committee met prior to the regular meeting, and also in special session on Monday, March 9, 2015. Minutes of that meeting are available on the board's agenda web page and minutes web page.

At its Monday (March 9) meeting, the executive committee considered the bylaw amendment relating to term limits, as referred by the board at its last meeting. President Wirt reported that the Executive Committee felt that we were better served by leaving the bylaws as they are at present, particularly because there will be significant change in leadership in the coming two years. The bylaws will be reviewed from a broader perspective in the coming 18 months. Therefore, the Executive Committee does not recommend adoption of the amendment, and the nominating committee has withdrawn the proposal.

Members will recall that the WVEMS Regional EMS Plan was discussed at the last meeting. It was also reviewed by the staff management group, and was addressed by the executive committee. It was also posted and advertised for public comment. The executive director reviewed several recommended changes.

Motion was made and seconded to adopt the plan as revised. **Motion CARRIED.**

### **MEDICAL DIRECTION COMMITTEE**

#### **Allied Resources and Pharmacy Workgroups**

Charles Berger reported for these workgroups. These workgroups have not met since the last meeting, however members of the pharmacy workgroup and staff have been involved assisting hospitals in dealing with some diversion issues and other issues throughout the quarter.

### **NOMINATING COMMITTEE**

The nominating committee met on March 10 to reconsider nominations for officers and directors. The report of the committee was circulated.

President Wirt opened the floor for additional nominations.

Mr. Simon nominated the following for at-large executive committee seats:

Fourth PD – Joe Trigg

Fifth PD – Jim Cady  
Twelfth PD – Dale Wagoner

Being no further nominations from the floor, nominations were declared closed.

Ballots were circulated. The executive director noted that the floor nominees were included on the printed ballot only because he had been made aware in advance that these directors would be nominated from the floor. Vote was taken, and the following were elected:

President – Ford Wirt  
Vice President – Steve Eanes  
Secretary – Steve Simon  
Treasurer – Carey Harveycutter  
At-large PD 4 – Joe Trigg  
At-large PD 5 – Jim Cady, Sr.  
At-large PD 12 – Dale Wagoner

Director at-large PD 5 – Carey Harveycutter  
Director at-large PD 12 – Dale Wagoner

## **EMS OPERATIONS**

**MCI Planning Workgroup** - Mike Garnett reported that the MCI plan had undergone some minor technical revisions and clean-up since the last meeting. He presented the finished product for review. The plan has already been adopted by the board subject to final committee review. It will be circulated electronically soon.

### **Communications Workgroup**

The executive director reported that the Roanoke-Blacksburg Regional Airport Commission had requested permission to install a solar beacon on our Tinker Mountain communications tower. After discussion with the lessor, staff recommends that we grant this permission subject to certain conditions.

A resolution was presented.

**Mr. Jim Cady** moved the prepared resolution, which is attached to and made a part of these minutes. **Motion CARRIED.**

## **PERFORMANCE IMPROVEMENT COMMITTEE**

### **Trauma and General Performance Improvement Subcommittees**

Charles Berger reported for the General and Trauma Performance Improvement Committees. Both met today. Revisions to the Trauma Triage Plan and the Stroke Triage Plan were recommended by the appropriate workgroups.

He reviewed the proposed revisions to the Trauma Triage Plan. A summary of these revisions is attached to and made a part of these minutes.

Motion was made by the committee to adopt the Trauma Triage Plan as revised. **Motion CARRIED.**

He then reviewed proposed revisions to the Stroke Triage Plan. A summary of these revisions is attached to and made a part of these minutes.

Motion was made by the committee to adopt the Stroke Triage Plan as revised. **Motion CARRIED.**

### **NSPA**

J. T. Clark reported for NSPA. He reported on several initiatives that are underway. Three full-time positions have been added to NSPA staffing. Mike Pruitt was hired as the RHCC Manager. Craig Camidge is the Coalition Development Specialist. Adam LaChappelle is the Regional MRC Coordinator. These positions are working to extend the reach of the healthcare coalition to include the broader healthcare spectrum and enhance existing capabilities.

NSPA has continued to ramp up efforts to deliver Basic and Advanced Disaster Life Support courses throughout the region. The intent for this fiscal year was to offer three (3) BDLS courses and one (1) ADLS course within each of the four quadrants of the region. We are on task to accomplish this. Continuing education credits are available/offered for EMS and physician level providers. FEMA recognizes these courses which makes them eligible for funding through DHS grants. Organizations/agencies outside of the NSPA region have inquired as to the availability of this training. Proposals have been developed and delivered as requested to interests outside of the region. Course offerings will continue into the next fiscal year.

Planning activities involving commemoration events in Appomattox County have continued throughout the last quarter. NSPA has been asked to have a presence in Appomattox County for the duration of these events (April 8 – 12). Regional assets will be deployed within the Town of Appomattox and at the National Park in Appomattox.

### **EMS ADVISORY BOARD**

Jason Ferguson provided a written report for the Advisory Board which is attached to these minutes.

### **EMS FINANCIAL ASSISTANCE**

The deadline for submission for the current cycle is March 15<sup>th</sup>.

Information requested from OEMS by the Board concerning past RSAF awards was received. Also, the executive director held discussions with Gary Brown and Amanda Davis relating to the Council's last request for funding. We have been advised to re-apply, and to conduct an additional survey on the desire for printed protocol manuals.

The executive director would like to have a motion to approve the submission of the current application.

Motion was made and seconded to authorize the Council to apply for RSAF funds for protocol manual printing. **Motion CARRIED.**

### **NEW BUSINESS**

The June meeting will be held at the Vinton War Memorial, in conjunction with the annual Regional EMS Awards.

The Salem Civic Center is not available for our September meeting. We are seeking an alternate location. Dale Wagoner offered the Henry County Government Center. Other locations will be considered.

## **PRESIDENT'S REPORT**

The President reported 70 percent of directors in attendance.

The President advised the board that he would appoint two alternate members to the RSAF review panel, which normally consists of the executive committee. He will leave the call for any directors to express interest for two weeks, to allow the appointed alternates to be present at the April 13 grant review meeting.

## **STAFF REPORTS**

Rob Logan

Rob offered the board printed copies of the annual report as adopted at the December 2014 meeting.

He advised the board of a tentative opportunity that might become available to the Council as part of its strategic partnership with NSPA to obtain the use of a facility owned by Carilion Clinic to be used as a training center and possibly as office space, in exchange for the transfer of some NSPA assets to Carilion. Discussions are ongoing.

Cathy Cockrell

Cathy reported that awards nomination forms are now available on the WVEMS website,.

She also reported on some upcoming changes to training standards for initial certification courses beginning after July 1. There will no longer be minimum hour requirements for the didactic portion of eligible courses, and on-line content delivery will be permitted. Training staff views this as a positive step in the evolution of EMS education in Virginia.

Charles Berger – None

Gene Dalton – None

Mike Garnett – None

Sandi Short – None

## **OTHER BUSINESS**

Dallas Taylor inquired about the Virginia Trauma System Survey to be conducted by the American College of Surgeons. Rob reported on the evolution of this survey, and that the Council has been asked to provide certain data in response to a request from OEMS.

Tim Perkins reported on several items of interest at OEMS. He noted that Carol Morrow is retiring. He reported in the EMS Officer 1 pilot program that is underway, and the Standards of Excellence program that is nearing completion.

He also noted that the former Virginia Firefighters Memorial is now known as the Virginia Fire and EMS Memorial, and that there will be a recognition ceremony on June 6, 2015.

**HEARING OF THE PUBLIC**

None

Being no further business, the meeting was adjourned at 3:30 PM.

/s Robert Logan, Executive Director



WESTERN VA EMS COUNCIL  
UNAUDITED TREASURER'S REPORT  
AS OF FEBRUARY 28, 2015

<b>REVENUES</b>	<b>BUDGET</b>	<b>TOTAL</b>	<b>% YTD</b>
STATE GOVERNMENT (OEMS CONTRACT)	433,450	216,725	50.00%
LOCAL GOVERNMENT	136,000	129,247	95.03%
UNITED WAYS	2,000	1,437	71.84%
CONTRIBUTIONS	1,000		0.00%
DIRECT PROGRAM INCOME (Tuitions, grants, VDH/OEMS)	195,000	169,465	86.91%
NSPA OFFSET REVENUE (Contract for services)	10,000	35,595	355.95%
RENT INCOME (NSPA)	18,000	12,000	66.67%
OTHER INCOME - SALE OF ASSET	0		0.00%
ROLLOVER FROM FY13 SURPLUS (BOARD APPROVED)	0		0.00%
INVESTMENT / GAINS/LOSSES	18,000	(2,889)	-16.05%
<b>TOTAL REVENUES</b>	<b>813,450</b>	<b>561,580</b>	<b>69.04%</b>
<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>TOTAL</b>	<b>% YTD</b>
SALARIES / WAGES (WVEMS)	393,000	306,297	77.94%
PAYROLL TAXES (FICA)	30,065	23,810	79.20%
VEC	1,200	1,000	83.32%
403(b) / RETIREMENT	19,650	4,786	24.36%
HOSPITAL / MEDICAL INSURANCE	55,000	31,939	58.07%
LIFE INSURANCE/DISABILITY	10,000	7,410	74.10%
DENTAL INSURANCE	3,600	1,839	51.08%
PROFESSIONAL SERVICES/FEES	8,500	10,960	128.94%
MEDICAL DIRECTION ASSISTANCE	1,000		0.00%
MAINTENANCE / REPAIRS / SERVICE CONTRACTS	2,000	425	21.25%
OCCUPANCY (Utilities, repairs, NRV rent etc.)	20,000	16,782	83.91%
POSTAL / SHIPPING	2,000	1,080	54.02%
TELECOMMUNICATIONS	14,000	8,888	63.49%
SUPPLIES (ADMIN)	8,635	6,205	71.86%
EQUIPMENT	8,000	8,855	110.69%
INSURANCE	8,000	7,260	90.74%
DIRECT PROGRAM EXPENSES	160,000	94,661	59.16%
PRINTING / PUBLICATIONS	3,500	1,379	39.41%
TRAVEL / LODGING	7,000	1,153	16.47%
FUEL/VEHICLE MAINTENANCE	16,000	8,963	56.02%
MEETING SUPPORT	1,200	101	8.42%
DUES / MEMBERSHIP FEES	1,200	1,160	96.67%
STAFF DEVELOPMENT	12,500	4,734	37.87%
CISM PROGRAM COSTS	2,000	786	39.31%
COMMUNICATION SITE RENTAL	8,100	5,400	66.67%
COMMUNICATIONS WIRELINES	7,500	5,815	77.53%
COMMUNICATIONS MAINTENANCE	4,000		0.00%
COMMUNICATIONS UTILITIES	800	357	44.60%
COMMUNICATIONS INSURANCE	3,000	2,000	66.67%
COMMUNICATIONS EQUIPMENT	2,000		0.00%
<b>TOTAL EXPENDITURES</b>	<b>813,450</b>	<b>564,046</b>	<b>69.34%</b>

## PROGRAM

REVENUE (PROGRAM ACCOUNTS)		TOTAL
OEMS FUNDS - INTERMEDIATE	4055-01	6,120
OEMS FUNDS - ENHANCED	4055-02	
OEMS FUNDS - ADJUNCT	4055-03	880
OEMS FUNDS - CARDIAC	4055-04	
OEMS FUNDS - CT TRANSITION	4055-05	
OEMS FUNDS - SHOCK TRANSITION	4055-06	
OEMS FUNDS - ALS CE	4055-07	
OEMS FUNDS - BLS	4055-08	840
OEMS FUNDS - EMT	4055-10	2,142
PROGRAM SERVICE FEES	4060	2,900
PROTOCOL, ETC. SALES	4070, 4070-01	2,603
TEXTBOOK SALES	4090	8,750
CONSOLIDATED TESTING	4120	13,250
DRUG BOX ENTRANCE FEES	4130	3,573
GRANTS & SPECIAL PROJECTS	4150	57,271
SALES - CONSUMER GOODS	4240	
WEB DATABASE	4260	
PROCESSING FEES	4270	
PROGRAM FEES - MONROE HEALTH CENTER	4299-00	
PROGRAM TUITION - INTERMEDIATE	4310-01	11,650
PROGRAM TUITION - ENHANCED	4310-02	
PROGRAM TUITION - ADJUNCT	4310-03	325
PROGRAM TUITION - CARDIC	4310-04	
PROGRAM TUITION - OTHER	4310-05	
PROGRAM TUITION -	4310-07	1,535
PROGRAM TUITION - NRVTC	4310-09	29,900
ID CARD SALES	4320	246
COMMUNITY COLLEGE COURSE REVENUE	4370	27,480
<b>TOTAL REVENUES</b>		<b>169,465</b>

EXPENSES (PROGRAM ACCOUNTS)		TOTAL
CONTRACTS FOR SERVICES (INTERMEDIATE)	5105-01, 5106-01	15,921
CONTRACTS FOR SERVICES (ENHANCED)	5105-02, 5106-02	(400)
CONTRACTS FOR SERVICES (ADJUNCT)	5105-03, 5106-03	525
CONTRACTS FOR SERVICES (CARDIAC)	5105-04, 5106-04	
CONTRACTS FOR SERVICES (SPEC. PROJ.)	5105-05, 5106-05	
CONTRACTS FOR SERVICES (ALS TEST)	5105-06, 5106-06	2,570
CONTRACTS FOR SERVICES (CTS)	5105-07, 5106-07	11,311
CONTRACTS FOR SERVICES (CE WEEKENDS)	5105-08, 5106-08	585
CONTRACTS FOR SERVICES (DRUG TESTING)	5106, 5106-09	2,645
CONTRACTS FOR SERVICES (EMT)	5105-10	5,667
CONTRACT FOR SERVICES (MONROE HEALTH CENTER)	5010-02 EPEC	
PAYROLL TAXES (FICA)	5030	2,374
VEC	5040	1,163
RENT - NRV TRAINING CENTER	5130-09	509
POSTAGE (NRVTC)	5140-09	
SUPPLIES (Programs)	5160-02	624
SUPPLIES (CTS)	5160-03	3,308
SUPPLIES (ALS TESTING)	5160-05	257
SUPPLIES (EDUCATION)	5160-06	490
SUPPLIES (NRVTC)	5160-09	1,526
SUPPLIES (MONROE HEALTH CENTER)	5160 EPEC	
TEXTBOOKS (EMT-I)	5170-01	
TEXTBOOKS (ALS)	5170-02	
TEXTBOOKS (BLS)	5170-03	
TEXTBOOKS (ITLS)	5170-05	
TEXTBOOKS (AMLS)	5170-07	
TEXTBOOKS (NRVTC)	5170-09	8,743
TEXTBOOKS (MONROE HEALTH CENTER)	5170 EPEC	
EQUIPMENT (BLS)	5180-03	
EQUIPMENT(BLS TESTING)	5180-04	
EQUIPMENT (ALS TESTING)	5180-05	
ITLS CERTIFICATES	5310-04	
EQUIPMENT (EDUCATION)	5180-06	
EQUIPMENT (NRVTC)	5180-09	
INSURANCE	5200-02	
PRINTING / PUBLICATIONS (NRVTC)	5210-09	
AMLS CERTIFICATES AND CARDS	5310-03	
GRANTS & SPECIAL PROJECTS	5510	4,395
DRUG BOX EXCHANGE	5520	1,690
CREDIT CARD DISCOUNT	5540 minus 4160	1,842
MERCHANDISE FOR RESALE	5560	1,436
ID CARD PROGRAM	5640	
COMMUNITY COLLEGE FEES	5690	27,480
<b>TOTAL EXPENDITURES</b>		<b>94,661</b>

## WESTERN VIRGINIA EMS COUNCIL, INC.

Balance Sheet  
February 28, 2015

## ASSETS

Current Assets		
PETTY CASH	\$	69.59
FSA CASH		2,221.28
SUNTRUST CHECKING		154,028.29
SUNTRUST PAYROLL		200.00
VALLEY BANK MONEY MARKET		65,653.23
PREPAID EXPENSES		441.50
ACCOUNTS RECEIVABLE		50,676.96
DUE FROM NSPA		33,505.96
TUITION RECEIVABLE		7,792.45
INCOME TRANSFER		348.34
		<hr/>
Total Current Assets		314,937.60
Property and Equipment		
		<hr/>
Total Property and Equipment		0.00
Other Assets		
FRANKLIN TEMPLETON		130,458.90
COMMUNICATIONS EQUIPMENT		121,360.59
MISCELLANEOUS EQUIPMENT		321,713.64
OFFICE EQUIPMENT		41,231.94
BUILDING		175,223.00
LAND		201,600.00
BLDG. IMPROVEMENTS		74,792.94
GENERATOR BUILDING & EQUIPMENT		16,672.25
ACCUMULATED DEPRECIATION		(324,401.71)
		<hr/>
Total Other Assets		758,651.55
		<hr/>
Total Assets	\$	<u><u>1,073,589.15</u></u>

## LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$	1,854.69
TDA		1,115.99
ACCRUED SALARIES		30,796.06
SALES TAX PAYABLE		17.07
FLEX SPENDING ACCOUNT-MEDICAL		2,416.82
AFLAC		473.90
DEFERRED REVENUE		4,589.14
		<hr/>
Total Current Liabilities		41,263.67
Long-Term Liabilities		
		<hr/>
Total Long-Term Liabilities		<u>0.00</u>
		<hr/>
Total Liabilities		41,263.67
Capital		
FUND BAL. UNRESTRICTED		707,162.00
FUND BAL. UNRESTRICTED DES.		55,036.00

Unaudited - For Management Purposes Only

WESTERN VIRGINIA EMS COUNCIL, INC.

Balance Sheet

February 28, 2015

RETAINED EARNINGS	282,212.19	
FUND BALANCE TEMP. RESTR.	20,374.00	
Net Income	<u>(32,458.71)</u>	
Total Capital		<u>1,032,325.48</u>
Total Liabilities & Capital	\$	<u><u>1,073,589.15</u></u>

WVEMS ADOPTED BUDGET FY 2014 and PROPOSED 2015					
		Budget 13-14	Budget 14-15 Adopted	Budget 15-16 Proposed	% Change FY 16 v 15
<b>REVENUES</b>					
State Government (OEMS Contract)		433,450	433,450	433,450	0.0%
Local Government		130,000	136,000	133,000	-2.2%
United Ways		2,000	2,000	3,000	50.0%
Contributions		1,000	1,000	1,000	0.0%
NSPA/VHHA Program Revenue		325,000	325,000	425,000	30.8%
MRC		55,000	48,000	94,000	95.8%
Direct Program Income (tuitions, grants, VDH/OEMS)		170,000	195,000	200,000	2.6%
NSPA Offset Revenue (Contract for services)		8,000	10,000	10,000	0.0%
Rent income (NSPA)		18,000	18,000	18,000	0.0%
Other Income (Sale of Assets - Insurance claim)		6,194	0		
Rollover from FY 13 Surplus (Board Approved)		3,500	0		
Interest/Investment		15,000	18,000	15,000	-16.7%
<b>TOTAL REVENUES</b>		<b>1,167,144</b>	<b>1,186,450</b>	<b>1,332,450</b>	<b>12.3%</b>
<b>EXPENSES</b>					
<b>Personnel</b>					
Salaries/Wages (WVEMS)		387,000	393,000	410,000	4.3%
Payroll Taxes (FICA)		29,606	30,065	31,365	4.3%
VEC		750	1,200	1,200	0.0%
403(b) Thrift		19,350	19,650	20,500	4.3%
Hospital/Medical Insurance		51,300	55,000	55,000	0.0%
Life/ADD/Disability		10,000	10,000	10,000	0.0%
Dental Insurance		3,600	3,600	3,600	0.0%
<b>Staff Services Total</b>		<b>501,606</b>	<b>512,515</b>	<b>531,665</b>	<b>3.7%</b>
<b>Non-Personnel</b>					
Professional Services/Fees		8,500	8,500	8,500	0.0%
Medical Direction Assistance		1,000	1,000	1,000	0.0%
Maintenance/Repairs/Service Contracts		2,000	2,000	2,000	0.0%
Occupancy (Utils, cleaning, maint, etc.)		18,500	20,000	20,000	0.0%
Postal/Shipping		2,000	2,000	2,000	0.0%
Telecommunications		12,500	14,000	14,000	0.0%
Supplies (Admin)		7,044	8,635	9,085	5.2%
Equipment		4,000	8,000	8,000	0.0%
Insurance		8,000	8,000	8,000	0.0%
Direct Program Expenses		150,000	160,000	160,000	0.0%
NSPA/VHHA Program Expenses		325,000	325,000	410,000	
MRC Expenses		55,000	48,000	89,000	85.4%
Printing/Publications		4,000	3,500	3,500	0.0%
Travel/Lodging		7,000	7,000	7,000	0.0%
Vehicle Fuel/Maintenance		15,194	16,000	16,000	0.0%
Meeting Support		1,200	1,200	1,200	0.0%
Dues/Membership Fees		1,200	1,200	1,200	0.0%
Staff Development		12,500	12,500	12,500	0.0%
CISM Program Costs		2,000	2,000	2,000	0.0%
<b>Radio Systems</b>					
Site Rental		8,100	8,100	8,100	0.0%
Telephone Wirelines		7,500	7,500	7,500	0.0%
Maintenance		7,000	4,000	4,000	0.0%
Utilities		800	800	800	0.0%
Insurance		3,000	3,000	3,000	0.0%
Equipment		2,500	2,000	2,000	0.0%
Reserve for Capital (Bldg Maint, Grant match for Communications & Training Equip)					
<b>TOTAL EXPENSES</b>		<b>1,167,144</b>	<b>1,186,450</b>	<b>1,332,050</b>	<b>12.3%</b>

Western Virginia EMS Council, INC.

RESOLUTION

In regular session on March 12, 2015, the board of directors of the Western Virginia Emergency Medical Services Council (WVEMS) authorized the engagement of Ameriprise Financial and agent John Register to manage its invested funds, including the establishment of any necessary reserve accounts.

Further, it authorized the closure of accounts held by Valley Wealth, and the establishment of comparable accounts with Ameriprise Financial and agent John Register.

The Executive Director and other officers are authorized to sign appropriate documents necessary to close accounts and to establish new accounts to effect this change.

ATTEST:

**WESTERN VIRGINIA EMS COUNCIL, INC.**

A handwritten signature in black ink, appearing to read "Stephen G. Simon", written over a horizontal line.

Stephen G. Simon, Secretary



**Regional EMS Council  
Strategic Plan  
2014-2017**



Revised & Adopted by the Board of Directors March 13, 2014

**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:**

**Robert Logan  
Executive Director  
Western Virginia EMS Council  
1944 Peters Creek Road NW  
Roanoke, VA 24017  
800-972-4367  
[logan@vaems.org](mailto:logan@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 Continue definitive discussions with the Blue Ridge EMS Council and others relevant to developing service area concepts.
- 1.1.3 Strengthen on-going relationships with Virginia Department of Health, other state departments, public safety, public health and medical facilities.
- 1.1.4 Foster regional ~~legislative~~ involvement for 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.

~~4.1.7~~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.

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#### 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.

- 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.
- 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.

#### 2.3. 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.
- 2.4.5-2.4.6. [Develop and publish regional EMS operational guidelines \(protocols\) in conjunction with and as approved by the region's operational medical directors. The protocol document should be available in both electronic and printed formats.](#)

**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 a Trauma Triage Plan and Stroke Triage Plan.

**Core Strategy 3: Develop Infrastructure**

**Key Strategic Initiatives**

**3.1 Develop and strengthen board of directors.**

- 3.1.1 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 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 EMS funding.**

- 3.5.1. Encourage pursuit of alternative funding sources including revenue recovery and increasing operating efficiencies.
- 3.5.2. Provide assistance to eligible applicants in applying for Rescue Squad Assistance Fund and other grants.
- 3.5.3. Assist in maximizing the effectiveness of the RSAF by providing meaningful information in the grading and review process.
- 3.5.4. Ensure appropriate stewardship of EMS council funds.
- 3.5.5. 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 and Statewide Initiatives**

### **Key Strategic Initiatives**

#### **4.1. Further Projects in Conjunction with NSPA**

- 4.1.1. Collaborate and support activities of the Near Southwest Preparedness Alliance in preparing hospitals, alternate care sites, long-term care facilities, medical reserve corps, 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. Supplemental Support, Contracts and Projects**

- 4.2.1. Support projects and initiatives of the Alliance for Emergency Medical Education and Research (AEMER). Provide fiscal management and administrative support for AEMER.
- 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. Through NSPA, and as requested, develop and support Medical Reserve Corps (MRCs) for various health districts within the service area through contracts or agreements with the Virginia Department of Health and/or the Virginia Hospital and Healthcare Association, and the involved health districts. Provide other assistance to VDH related to MRCs as agreed upon by VDH and OEMS.
- 4.2.5. Facilitate information technology support for all regional EMS councils as provided for and funded by contract between OE~~W~~MS 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 served as the planning committee for the 2014 update to this plan. The Leadership Group consists of the Executive Director, Regional Education ~~Coordinator~~ 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. Then, at its December 201~~3~~<sup>4</sup> and March 201~~4~~<sup>5</sup> meetings, the WVEMS board of directors discussed the plan's components, and encouraged board members to consider the strengths and weaknesses of, and opportunities and threats affecting the EMS system in Virginia and the WVEMS region. Directors were asked to send comments to the executive director for inclusion in the final draft.

In March 201~~5~~<sup>4</sup>, public comment was invited. Then at the March 1~~2~~<sup>3</sup>, 201~~5~~<sup>4</sup> board of directors meeting, final review and discussion took place, and the resulting document was presented for adoption.

## Trauma Performance Improvement Committee

The Trauma Performance Improvement Committee recommends making the following changes to the Trauma Triage Plan;

- On page 4 at top following asterisk rewrite to: **\*Prehospital providers should transfer trauma patients with uncontrolled airway, uncontrolled *external* hemorrhage, or if there is CPR in progress to the closest hospital *or free standing emergency department* for stabilization and transfer.**
- On page 13 under Region Defined and its Resources change to Hospitals in the Western Virginia EMS Region to ***Hospitals and Free-Standing Emergency Departments in the Western Virginia EMS Region*** and add a separate table to list the Free-Standing Emergency Department, Gretna
- Update Vehicles & Personnel pg 14
- Add Baptist Hospital (Winston-Salem NC) to Burn Resources pg 15

## General Performance Improvement Committee

The General Performance Improvement Committee recommends making the following changes to the Stroke Triage Plan;

- On page 7 update the date and table of Designated Stroke Centers
- On page 11 insert the current WVEMS Stroke Protocol.
-

Western Virginia EMS Council, INC.

RESOLUTION

In regular session on March 12, 2015, the board of directors of the Western Virginia Emergency Medical Services Council (WVEMS) extended permission to the Roanoke-Blacksburg Regional Airport Commission (the Commission) to install a solar-powered beacon on its communications tower located on Tinker Mountain, subject to the following conditions:

All costs related to the procurement, installation, and upkeep are the responsibility of the Commission.

Any contractor or subcontractor used to perform the installation and any related work, including future maintenance, will be approved in advance by the WVEMS.

Any contractor or subcontractor used to perform the installation and any related work, including future maintenance will furnish separate certificates of insurance to the WVEMS and to site owner John Brandemeuhl.

Any contractor or subcontractor used to perform the installation and any related work, including future maintenance will be accompanied to the site by a representative of the WVEMS.

Any contractor or subcontractor accessing the site to perform the installation and any related work, including future maintenance will use four-wheel drive vehicles with four-wheel drive engaged when accessing the site.

The Commission and WVEMS will enter into a memorandum of understanding that will reflect the above terms prior to commencing any work. The WVEMS staff is authorized to draft and execute such Memorandum of Understanding on behalf of the WVEMS.

ATTEST:

**WESTERN VIRGINIA EMS COUNCIL, INC.**



Stephen G. Simon, Secretary



# Virginia EMS Advisory Board

## February 13, 2015

### Meeting Summary

Please see the Quarterly report from OEMS

Chairman's Report: Deferred.

Board of Health Report: Chief Deputy Commissioner Dr. Trump spoke on Ebola Preparedness, highlighting some areas where we all need to be better prepared period. Infectious disease preparedness should be a continued focus. Encouraged requests through RSAF for training, equipment, etc. for infection control.

OEMS Report: Gary Brown, Director of the Office of EMS, reminded the Board that the activities of the Office of EMS over the past quarter can be found in the Office of EMS Quarterly Report to the State EMS Advisory Board. The report is also available on the OEMS website.

Mr. Brown gave the Board some updates on key items which affect the EMS system.

- The February Quarterly Report has detailed information regarding the General Assembly session and the Budget Bill.
- Mr. Brown reviewed some key portions of the Budget Bill and the General Assembly session legislation that affects OEMS and the EMS community.
  - HB1584 and SB938 – these two bills are a technical clean-up and rewrite for EMS legislation already in the Code of Virginia. Both bills have been passed out of their chambers with amendments.
  - HB1660 and SB997 – these two bills are related to criminal background checks. Mr. Berg gave the audience an update on these two bills. He said SB997 allows the locality to make a decision based on EMS regulations if the individual is eligible for certification. The locality will notify the Office of EMS and the locality can then make any additional exclusionary criteria they may wish as to whether an individual is eligible for employment with their agency. It has been passed on the House for action
- HB1584 and SB938 – These two bills relate to the recognition of EMS personnel licensure interstate compact. Mr. Brown reminded the group that this information has been in discussion with the Board and contained in the Quarterly Reports for the last two years.

Mr. Brown explained that the Senate bill was passed and is now going over to the House for action. It has been assigned to HWI Subcommittee 3. The House bill however was killed in HWI Subcommittee 3. Therefore, it is doubtful if the Senate bill will be passed in the House.

- New Personnel in OEMS –
  - Paul Sharpe introduced his new Trauma Critical Care Coordinator, Robin Pearce.
  - Michael Berg introduced his two new Program Representatives – Scotty Williams who will be representing the Northern Virginia area and Doug Layton who will be representing the Central Shenandoah, Thomas Jefferson and part of the Blue Ridge region. Mr. Berg also announced that Regina Garcia is the wage employee who does all the Fingerprint/Background work.
- State EMS Medical Director – George Lindbeck, MD

- DEA – Dr. Lindbeck reported that he met with the DEA when attending the NAEMSP meeting. He said that the DEA is looking at their regulations that relate to EMS. Even after his meeting, Dr. Lindbeck is concerned that the Virginia EMS drug kit program does not adhere to DEA's paradigm for drug registration and control.
  - Naloxone – Dr. Lindbeck said that the Naloxone legislation will probably be approved in some form and he encouraged the system to start thinking about how they will deal with that program.
  - OMD Workshops – Dr. Lindbeck reported that the cycle is underway and that the schedule is posted on the OEMS and VACEP websites. Dr. Lindbeck encouraged the audience to let him know of any topics that they would like to have covered in the workshops.
  - Dr. Lindbeck announced that EMS is now a board certified specialty for physicians. Approximately 14 Virginia doctors, including Dr. Lindbeck, have taken and passed the EMS board to obtain certification.
- EMS Certification Course Proposal Presentation – Warren Short from OEMS gave a presentation regarding a proposed EMS Certification Course program. OEMS plans for this program to take effect on July 1, 2015. The presentation identified some issues in regards to how EMS education courses are being delivered in the State; issues regarding how EMS courses are currently funded; information regarding the proposed policy change and how it will affect EMS providers. Mr. Short emphasized that the proposed program only applies to initial EMS certification courses.

Board of Health EMS Representative Report: Bruce Edwards, EMS Representative to the Board of Health, gave the audience an update on actions from the last Board of Health meeting, which was held on December 4, 2014.

- The Abortion regulations were a major agenda item that was discussed at the meeting.
- The educational luncheon topic was about the VDH Rural Health Program .
- The next Board of Health meeting is scheduled on Thursday, March 19 at 9 am at the Perimeter Center.

Gary Brown added that the State Trauma Care Program will be the educational topic for the working lunch at the next Board of Health meeting. It will be conducted by Paul Sharpe and Robin Pearce from the Office of EMS.

Executive Committee: Mr. Critzer reported that the Executive Committee met on Thursday and they also met in January.

- In January they had an organizational meeting for the new Executive Committee members. They received staff updates from OEMS and discussed priorities for the upcoming year.
- At the meeting on Thursday, they discussed legislation and received additional updates from OEMS staff, including an update from Paul Sharpe on V3 of NEMESIS..
- Mr. Critzer reported that the REPLICA bill, which is very important to EMS, is scheduled to be heard on Tuesday, February 17 at 8 am by HWI Subcommittee 3 in House Room D. The Governor supports this bill, as well as the EMS Advisory Board, who voted to support the bill at its November meeting; and all of the constituent organizations. Mr. Critzer encouraged the audience to contact the members of the committee and ask them to support the bill.
- The inaugural meeting for the Mobile Integrated Healthcare Workgroup, which Mr. Critzer appointed, was held on Thursday. The group's purpose is to investigate and develop an opinion and best practices ideas for mobile integrated healthcare in Virginia.

FARC: Robert Trimmer, Chair of FARC gave the report to the Board.

- The group met on Thursday.
- In December 2014 grant cycle there were \$8.9 million of funding requested and they awarded \$5.2 million. This quarter they have processed \$2.1 million in payments.
- Michael Berg attended the meeting to discuss Change Notice 8 and how it may affect requests for ambulance funding to the Rescue Squad Assistance Fund. They are looking into adjusting prices based on the increase costs of ambulances.
- E-gift has had a number of updates and functionality controls put in to make it easier to use.

Mr. Critzer also reported that FARC took a look at their policies in regards to funding nontraditional items for FARC; e.g., supporting conferences or other initiatives related to the EMS system in Virginia.

- Mr. Trimmer said they did discuss this yesterday. They looked at items funded in the past and how many times they may have been funded, as well as the committee make up at the time they were funded. They felt that all the items they funded were good funding choices. They will get back to Gary Brown with their response.

Dr. Trump said he appreciates the work of FARC. He reported that both the Commissioner and he look at the grant requests and the details of what is being requested and what is being funded. He acknowledges that the committee has the flexibility of determining what should and should not be funded. However, he appreciates that they are looking at their procedures to assure that we are operating within what the Code of Virginia allowances.

Rules & Regulations: Jon Henschel, Rules and Regulations Committee Chair, reported that the committee did not have any action items. He asked Michael Berg to give the audience an update in regards to the issues surrounding the ambulance standards.

- Ambulance Standards –
  - The National Fire Protection Association (NFPA) is working on their version 2 which will be out in 2016.
  - The Commission on Accreditation of Ambulance Services (CAAS) is reviewing the public comments submitted for their document. They will be meeting on February 28 to finalize the document. The plan is for the document to be published and in effect by October 1, 2015.
  - The General Services Administration (GSA) that administers the KKK 1822 F version of ambulance standards has not made a decision as to which standard, if any, that they will adopt. They may extend the K standards again. Change Notice 6 was submitted last year but did not come to fruition. Change Notice 7, which encompasses all of the change notices of the last several years, has been published. Change Notice 8 is available for public comment starting in April. The intent of this change order is to recognize the SAE standards for equipment mounts, seats and the cot retention systems. They are confident that Change Notice 8 will go into effect on July 1, 2015. Ambulances manufactured after July 1 with the Star of Life emblem will have a cot retention system, which will make them more costly to purchase.

Mr. Berg also reported that the Transportation Committee has a work session scheduled to start looking at all the standards so they can make a recommendation regarding ambulance standards to the EMS Advisory Board.

- Regulatory Packets – Mr. Berg reported that two regulatory packets are still waiting for AG review.
  - Financial Assistance Review Financial Packet is still waiting for review. He spoke with the AG liaison earlier in the day and she is working on language to get approved by her supervisor so this can be moved forward.
  - The EMS agency affiliation Regulatory Packet Fast Track has gone to the Secretary of Health and Human Services for approval before it goes to the Governor's Office.

Legislative & Planning: Joan Foster, Committee Chair, gave her report. She said they have no action items and she referred to Mr. Scott Winston to give a report on the meeting held earlier in the day.

- They had a discussion regarding the bills currently before the General Assembly. They discussed the State EMS Plan that was approved by the Board of Health last year. They have established a schedule to start reviewing the Plan the last quarter of this year so they will be ready for presentation to the Board in 2017.

Transportation Committee: Mr. Tatum, Committee Chair, reported that the committee met and they discussed the various different ambulance standards. The committee will have a daylong work session at their July meeting to discuss revising the Virginia ambulance standards. Their next meeting is in April to review ambulance grant requests.

Communications Committee: Gary Critzer, Committee Chair, gave his report. The committee met earlier in the day. They have no action items.

- They received an update on a report that was recently released regarding next generation 911 technology for Virginia. It is a detailed report, and OEMS can provide a link to the report if anyone would like to see it.
- CPR Standards as it relates to the certification of Emergency Medical Dispatchers.

They will be meeting again in May.

Emergency Management Committee: David Hoback, Committee Chair, reported that they have no action item.

- In Partnership with the Department of Fire Programs and the Virginia Department of Emergency Management, they have secured the software, Mutual Aid Net, which is a web-based system that will allow for typing, managing and inventory of state, local resources for state and local deployment if needed. The cost was approximately \$18,000 and the money came from VDEM. Mr. Hoback reported that they will be putting together a focus group to start the implementation of this endeavor. It will include all disciplines of public safety.
- They reviewed the EMS Domestic Preparation and Improvement Strategy distributed by the U.S. Government that includes approximately 10 recommendations for EMS. As it moves through the various committees, they will be discussing it at their next couple of meetings.

The Continuity of Operations Plan (COOP) was rolled out at the EMS Symposium in November and they want to get it rolled out region wide. They want to approach the Regional EMS Councils for help in getting it rolled out through the region.

Medical Direction: No Report

Medevac Committee: Anita Perry, Medevac Committee Chair, reported that the committee met on Thursday and they have no action items.

- Air Transport of the STEMI Patient – Ms. Perry reported that they have started data collection for that project on January 1 and they hope to have a report for the Board in May.

- WeatherSafe Data – They are continuing to gather and assess data. No follow-up letters were required this quarter because of helicopter shopping, which is good.
- Landing Zone Data – The committee received a presentation regarding a program focused on landing zone data and safe operations around specific landing zones across the state. Tim Perkins will be working with the vendor and they hope to be able to develop a partnership with the vendor.

Their next meeting will be in May.

Trauma System Oversight & Management Committee: Dr. Michael Aboutanos, Committee Chair, reported that the committee met on December 4.

- The committee got an update on the Trauma System Designation Manual which will be presented to the Board of Health on March 19.
- The committee discussed the three vacant positions on their committee. The EMS provider representative position was filled by Sid Bingly. Dr. Aboutanos will be accepting recommendations for the other two positions and hope to have them filled soon.
- Their Trauma Nurse Coordinators are currently undertaking a couple of task force projects – one on development of educational material for trauma triage and the other is a study group for geriatric trauma and triage.
- Dr. Aboutanos gave a presentation from their Trauma Care Performance Improvement Report.

Following Dr. Aboutanos presentation, he answered questions from the Board.

Dr. Trump thanked the Trauma Committee and everyone who worked on the report. He asked the committee to look at a new Position Statement that has been recently released by the American College of Surgeons factoring population needs into trauma designation and distribution of trauma systems. They ask the committee to look at that statement and provide some recommendations as to how that would fit into the trauma system in Virginia in the future.

Mr. Critzer referred the Board to Appendix F of the Quarterly Report, the Trauma Care Performance Improvement Report, and he entertained a motion for the Board to receive this report. A motion was made and properly seconded to receive the report as presented.

EMS for Children: Dr. Samuel Bartle, Committee Chair, reported that the committee met on January 8. The committee does not have any action items.

- The committee has been discussing taking the Hospital Preparedness for Pediatric Emergencies further to discuss how they can improve the various hospitals to care for kids in the emergency departments.
- The committee discussed medication errors that occur in pediatric patients and trying to analyze and better address the errors and improve on medication administration for kids.

The Pediatric track at EMS Symposium will be reinstated this year.

Training & Certification: Ronald Passmore, Committee Chair, reported that the committee met on January 7. They had no action items.

- They created a workgroup to look at the Intermediate Certification process in anticipation that the National Registry will stop offering an Intermediate Certification test. Larry Oliver has been asked to Chair that workgroup.

Workforce Development: Jose Salazar, Committee Chair, reported that the committee met earlier in the day. The committee did not have any action items.

- EMS Officer Subcommittee – They will be conducting two pilot programs, one in Richmond beginning March 24 that will run for four consecutive Tuesday nights and the last day will be on Sunday. The other pilot program will be held in Loudoun County beginning on March 23, running on five Mondays and the last one will be on a Sunday. Following the completion of these two pilots, the committee will make any necessary changes and then it will be rolled out for EMS Officer 1.
- Standards of Excellence – The group has had several meetings and the Standards are published on the OEMS website. They are looking into piloting with four or five EMS agencies to see if they can go through the process.

Recruitment and Retention Network – Their next meeting will take place during the Virginia Fire Chiefs Conference on February 20.

Health & Safety: Daniel Wildman, Committee Chair, reported that the committee has met several times since the last EMS Advisory Board meeting.

- The committee will be offering safety bulletins that will be going out through the OEMS media each month.

The EMS Workforce Development Committee asked them to look at the Health and Safety portion of the EMS Officer Program. They do have comments and feedback for that committee. They have also been asked to help identify and clarify the term “abandonment” as it applies to violence in the workplace for EMS providers.

EMS Council Executive Directors: Greg Woods reported that the organization has met two times since the last EMS Advisory Board meeting.

- They met on December 4, and at that meeting they agreed as a group to utilize their quarterly meetings in an effort to improve collaboration and best practices across regional EMS councils by engaging in educational activities for their board members, bringing some of them from their regions to some of the Regional EMS Council Executive Directors Group meetings at least a couple of times a year.
- They discussed specific IT issues that the regions need in order to better serve their constituents and build off the successes that have been accomplished with the State IT structure. Scott Winston is working with them to identify some of those areas.
- They had their election of officers. The Nominating Committee made a Bylaw recommendation to allow Greg Woods to serve one more term. He was reelected as Chairman. Mike Player was elected as Vice Chairman, Chad Blosser was reelected as Treasurer and Tracey McLaurin as Secretary.
- The committee met on Thursday. They had no action items.

The committee has gone on record in support of the REPLICA bills both in the Senate and the House.

Respectfully Submitted,

Jason Ferguson  
WVEMS Advisory Board Representative

DIRECTORS:	2015				2016				2017			
	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC
Allen, Steve	X											
Altman, Billy	X											
Beach, John	O											
Brown, Bill	O											
Cady Sr., Jim	X											
Coyle, Joe	X											
Davis, Steve	X											
Dick, Tim	O											
Duffer, Tim	X											
Eanes, Steven	X											
Ferguson, Jason	X											
Gifford, Jason												
Guests	2											
Harveycutter, Carey	X											
Hatcher, Daryl	X											
Hodge, Rickey	O											
Jefferson, Mike	X											
Lane, Charles	O											
Linkous, David	O											
Logan, Robert	X											
Muterspaugh, Ryan	O											
Shrader, Kris	X											
Simon, Stephen	X											
Stanley D.O., Eric	X											
Taylor, Dallas	X											
Trigg, Joe	X											
Wagoner, J. Dale	X											
Wirt, Ford	X											
STAFF PRESENT:	2015				2016				2017			
	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC	MAR	JUN	SEP	DEC
Berger, Charles	X											
Christian, Mary	O											
Cockrell, Cathy	X											
Dalton, Gene	X											
Garnett, Mike	X											
Short, Sandi	X											

DID NOT ATTEND = O  
NO LONGER INVOLVED

March 2015 Guests: Tim Perkins-OEMS, J.T. Clark-NSPA