

RAPPAHANNOCK EMS COUNCIL BOARD OF DIRECTORS MEETING

Board of Directors

June 21, 2017

Board Members Present:

John Brandrup, At-Large
Mark Crnarich, At-Large
Scott Davis, City of Fredericksburg
Susan Dietrich, Caroline County
Kevin Dillard, At-Large
Pat Fitzgerald, Town of Colonial Beach
Mark Garnett, Caroline County
Donald Gore, Rappahannock County
Mary Hart, Fauquier County
John Harkness, Orange County
Warren Jenkins, Culpeper County
Greg Leitz, Spotsylvania County
David Moody, King George County
Maurice Moody, Orange County
Dr. Tania White, Regional Medical Director
Joseph Williams, Fauquier County

Staff Present:

Margot Moser, Office Manager
Wayne Perry, Executive Director

Excused:

Jack Atkins, Rappahannock County
Dr. Jordan Crovatin, At-Large
David Garvin, King George County
William Harrington, Spotsylvania County
Phyllis Hurlock, Culpeper County
Lori Knowles, Stafford County
Fred Messing, At-Large
Emmett Price, Stafford County

Guests:

Joey King, Regional Pharmacy Committee Chair

Call to Order:

The meeting was called to order by President Kevin Dillard in the dining room of Novant Health UVA Health System Culpeper Medical Center.

Approval of minutes:

April 19, 2017 minutes approved as presented.

Public Comments/Presentations from Guests:

No public comments.

President's Report—Kevin Dillard

Six localities in the REMS service area have made appointments that need to be ratified by the board: Susan Dietrich for Caroline County, Scott Davis for the City of Fredericksburg, Lori Knowles for Stafford County, David Moody for King George County, Joe Williams for Fauquier County, and John Harkness for Orange County.

John Brandrup made a motion to affirm the appointments, which was seconded by Pat Fitzgerald. With no further discussion from the board, the motion carried.

The Board also has two At-Large positions to fill. The first is an unexpired term that was previously filled by Jake Marshall. Jake has left the area and so resigned from the board, leaving an unexpired seat. There are five candidates for this position, which expires in 2018. Ballots were distributed by Donald Gore and Bud Moody. Kevin shared an e-mail from Fred Messing endorsing Debra Marinari and then asked if anyone wished to speak on behalf of any of the candidates. Susan Dietrich spoke highly of Wheezie Rollins and Tim Malanka. Greg Leitz also endorsed Tim Malanka.

Kevin moved on to the Grant Committee report while the votes were tallied by Bud Moody and Donald Gore.

Grant Committee:

Preliminary grant awards were announced at FARC in the beginning of June. The Council's service area had a total of eight grant submissions totaling \$334,574.65. 134 grants were submitted to OEMS for a total value of \$10.8 million; \$3.95 million was available for award.

Spotsylvania Department of Fire, Rescue, and Emergency Management received \$49,422.04 for four Stryker Power Load systems at 50/50; Fredericksburg Fire Department was awarded \$4,331.88 for three McGrath video laryngoscopes; Caroline County Department of Fire and Rescue was awarded \$8,074.75 for 8 AED plus trainer 2 and 4 Stryker Stair-PROs; Castleton Community Volunteer Fire Department was awarded \$5,298.59 for 1 Panasonic Laptop and 1 PhysioControl LifePak 1000.

These awards are not official until letters are received from the Department of Health as they must still be approved by the Commissioner.

In other business, Kevin stated that because our board meetings are the third Wednesday of the month that puts the December meeting right around Christmas. He announced that this December's meeting will be on December 13 instead of December 20.

Kevin also congratulated the localities that have attained HEARTSafe designation thus far, and stated that he recently appeared before the City of Fredericksburg's City Council and presented them both with certificates and road signs, of which they were appreciative. It is still the goal of the Council to have 100% of the localities it serves designated HEARTSafe.

The Regional Awards Ceremony was held on June 14. Kevin thanked the board members that were in attendance, and congratulated Vivian Delts and the REMS staff on a job well done. The winners were as follows:

- Outstanding Pre-hospital Provider: Susan Dietrich
- Outstanding EMS Physician: Dr. Tania White
- Outstanding Pre-hospital Educator: Raymond Velasquez
- Nurse with Outstanding Contribution to EMS: Inez Robins
- Outstanding EMS Administrator: Sue Connors
- Outstanding EMS Agency: Sperryville Vol. Rescue
- Contribution to EMS Health and Safety: County of Orange Fire & EMS
- Outstanding Contribution to EMS for Children: Colonial Beach VRS
- Outstanding Telecommunications/Dispatch: Leslie Thode
- Outstanding Contribution EMS by HS Senior: Jacob Wellerman
- EMS Emergency Preparedness and Response: LifeCare Medical Transports
- Excellence in EMS: Jake Marshall

At this time, vote tallying for the election was completed. Don announced that Tim Malanka was elected to fill the unexpired position vacated by Jake Marshall.

ELECTIONS—Unexpired At-Large Vacancy

Tim Malanka

Ballots were then distributed for the expiring position currently occupied by Dr. Jordan Crovatin. Dr. Crovatin chose not to seek reelection. Kevin stated that he served on the board for seventeen years, and that the board would be sorry to see him go. The same candidates are listed on the ballot for this position; as Tim Malanka was already selected for the unexpired position, Kevin asked that board members limit their choices to the other four candidates. At this time, Kevin asked for any additional comments in support of candidates. Dr. White voiced her support for Louise Rollins.

While Don Gore and Bud Moody tallied the ballots, Kevin moved on with officer’s reports.

Vice President’s Report—Donald Gore

No report at this time.

By-Laws Committee:

No report at this time.

Secretary’s Report—Mark Crnarich

Performance Improvement Committee:

The committee last met on May 11 and will meet again on August 10. Currently, they are working on revisions to the Quality Management guide and guidelines. The committee has discussed one project in particular: working towards developing and promoting a standardized choice list for agencies for reporting, narrowing options to improve data quality and accuracy.

Mark has also recently joined the board of the Volunteer Firefighters' and Rescue Squad Worker's Service Award Program (VOLSAP). The program is just starting to have additional interest and action at the state level after a period of some inactivity. At this time, the program is managing 1,800 individual accounts, with 75 participating agencies, and 41 agencies with contribution matching programs. The program has an updated website, volsap.org, and the board is planning to revise current contribution formulas to allow for graduated contributions.

Kevin noted that the board is fortunate to have Mark serving in this group, and that those requiring assistance or more information about the program should contact him.

At this time, Don Gore and Bud Moody returned from tallying the ballots and announced that Louise "Wheezie" Rollins was chosen to fill the seat vacated by Dr. Jordan Crovatin.

ELECTIONS—At-Large Vacancy

Louise Rollins

Kevin congratulated the two new members and stated that Dr. Crovatin would be invited to our next board meeting to be recognized for his service.

Treasurer's Report—John Brandrup

The finances for the third quarter were previously distributed. The Council received information from Rappahannock County and the City of Fredericksburg for FY2018 funding. Both counties are going to remain at level funding.

Finance Committee:

The process for the distribution of the EMS Training Funds is changing. The Office of EMS is asking the regional councils to sign a memorandum of understanding to administer these funds through a competitive bid process in their localities in order to make sure that the fund is in line with state procurement policies. As recipients of state funds and the administrator of this new EMSTF, the Council needs to put in place a procurement plan to include a bid process.

Two separate opportunities for funding exist: continuing education and auxiliary courses. Initial courses will be funded through a scholarship program to be paid directly to students. Funds for teaching auxiliary and continuing education courses will be distributed via competitive bid. If the Council does not receive an acceptable bid, the Council will then have the option to coordinate and administer those courses. Please see attached diagram for a more thorough explanation of the steps involved in this process.

The Council staff has put together a draft procurement plan and made revisions to the Financial Policies which have been reviewed and approved by the Finance and Executive Committees. The most significant changes include the adoption of an official procurement policy, including the addition of definitions for small, medium, and large

purchases; the removal of references to an external bookkeeper; and the creation of a procedure to administer the MOU with the state. The Council will also be expected to follow state purchasing policies, which have been added to the Financial Policies as well.

The Finance Committee recommends approving the Financial Plan, Requests for Proposals, and Proposal Scoring Criteria as presented. With no further discussion from the board, the motion carried.

ACTION ITEM—Financial Policies Update

APPROVED

Guidelines and Training Committee:

The Committee revisited and revised the Mass Gathering Protocol that was postponed last board meeting, and recommends approval as presented. With no further discussion from the board, motion carried.

ACTION ITEM—Mass Gathering Protocol

APPROVED

The Regional Patient Care Protocols are due for review. The committee made many revisions to the protocols that the board has approved as they have been made. The board needs to approve of the document as a whole. Pat Fitzgerald made a motion to approve as presented, which was seconded by John Brandrup. With no further discussion or questions from the board, motion carried.

ACTION ITEM—Regional Patient Care Protocols

APPROVED

Committee Reports

CISM Report: Kevin Dillard for Patricia Copeland

Trisha Copeland taught at the Rescue College this month with good results. She has been invited to teach at StarPoints Conference as well. She also attended the Advanced Group Instructor Class in April.

Several team members participated in the National EMS Memorial Weekend in May and hope to be asked back.

There are several free CISM courses to be offered in June: Grief Following Trauma, Individual and Group Crisis Intervention, and Emotional and Spiritual Care in Disasters.

Trisha Copeland will be teaching Group Crisis Intervention and Suicide Awareness at the VAVRS Conference as well as Individual Crisis Intervention and Suicide Awareness at Symposium. Chris Jett will be presenting at the Firehouse Expo in Nashville in October.

The team had six call outs in June, and will meet again on July 10.

Incident and Threat Mitigation Committee: Kevin Dillard for Billy Harrington

The Hospital Diversion Plan is up for approval. The committee has not made revisions to this document and recommends approving as presented. With no further discussion from the board, motion carried.

ACTION ITEM—Hospital Diversion Plan

APPROVED

Kevin mentioned that Billy Harrington very recently took over the chair position for this committee upon Jake Marshall's departure. The triage tag program is still a focus of the committee, but will be postponed until he is able to meet with Jake to become more familiar with the committee's progress.

Medical Direction Committee: Dr. Tania White

The last meeting of the Medical Direction committee was on May 22, and the committee will meet again in September on a date to be determined. The State Medical Direction Committee will be held on July 6.

Dr. White provided some updates regarding current drug shortages of atropine, Cardizem, sodium bicarbonate, and calcium chloride. Suggestions for substitutions have been sent back to the pharmacy and are awaiting approval. While there is no real substitute for atropine, lopressor is an alternative for cardizem, and calcium gluconate can be used instead of calcium chloride.

The main concern regarding infectious disease at this time are the mosquito and tick-borne illnesses including chikungunya and zika. There have been no real issues in Virginia at this time, but it is the time of the year to be aware.

Personnel Committee: Chief David Moody

No report at this time.

Pharmacy Committee: Joey King

The committee last met on June 1 and has two new members, Lori Knowles and Virginia West.

Currently, the Medication Restocking Agreement is up for approval. It has been updated, and the committee recommends approving as presented. With no further discussion from the board, motion carried.

ACTION ITEM—Medication Restocking Agreement

APPROVED

Strategic Planning: John Harkness

No report at this time.

Heart and Stroke: Kevin Dillard for Emmett Price

The committee last met on June 7. A working group has been established to update the Regional Stroke Triage Plan to include a new stroke assessment tool called VAN (Vision, Aphasia, Neglect). This tool has been shown to be a very positive tool for patients experiencing a Large Vessel Occlusion (LVO) Stroke and is in need of a comprehensive stroke center. The working group plans to have these updates completed within two months; updates will be voted on at the next Heart and Stroke Committee meeting.

There is currently a grant opportunity for PulsePoint; information was distributed with the board packet.

EMS Governor's Advisory Board: Kevin Dillard for Lori Knowles

The board met on May 5 and the Office of EMS's quarterly report is currently available online for review.

The Board approved Training and Certification Committee recommendation that OEMS develop competencies and internal psychomotor verification policies. Accredited Virginia EMT programs who implement these policies will be eligible for consideration to verify student psychomotor competency.

REPLICA has gone into effect with the requisite ten states.

Several town hall meetings have been held regarding the future of I-99 in Virginia; transcripts of these meetings are available through OEMS. They hope to make a recommendation to the state regarding a future plan by August of this year.

E.V.E.N.T. tool reports are available online at emseventreport.com.

Projects coming up on the national level include EMS Agenda 2050; National EMS Scope of Practice Model revision; and glucagon at all provider levels.

The opioid crisis continues to be a huge topic: REVIVE is an educational program in the Commonwealth that provides training to professional stakeholders and others to learn how to recognize and respond to an opioid overdose emergency with administration of Narcan – two courses are available, Lay Rescuer Training and Train the Trainer classes. Virginia is currently under a public health emergency as a result of the opioid addiction crisis and has been severely impacted by opioid abuse.

Trauma Committee: Kevin Dillard for Susan Dietrich

The Trauma Committee is no longer required as a part of the Council's contract with the Office of EMS. The Performance Improvement committee has agreed to take on the Trauma Triage Plan and form a Trauma Workgroup to maintain this deliverable as well as the committee's other deliverables. Kevin thanked the committee for all the work they've done, and Susan Dietrich and Dr. Crovatin for their efforts leading the committee.

Staff Report—Wayne Perry

Training Updates

- REMS has provided 24 National Registry test sites so far including six during FY2017. We have another one scheduled for August 26 and it is a paramedic ONLY test site. We plan to have at least five NREMT sites per year moving forward.
- TJEMS is offering an Advanced Stroke Life Support Course – details may be found on their website.
- The REMS Staff looked into offering a Basic Disaster Life Support as well as Advanced Disaster Life Support and the cost is prohibitive. If there is enough interest, the Council can look into some kind of funding but there would still be a cost involved, as the course costs \$4,500 for BDLS and \$14,000 for ADLS.

Events and Funding

- The staff has scheduled meetings with the different hospital organizations to discuss the potential for funding for the regional EMS system. The meeting with HCA SRMC has already occurred and they were receptive to the possibility. More discussions are planned and additional meetings with the other facilities are on the schedule. A poll of the other councils' funding from similar sources was also conducted.
- Virginia Department of Health Office of Minority Health and Health Equity grant update: we are coming up on the end of the first year of funding and will soon be applying for a renewal. Right now we are still offering services just in Caroline County and are enrolling another patient.

Regional Systems and Programs

- Orange County has implemented the Stress First Aid Training, and Wayne has done presentations in Fauquier and the City of Fredericksburg. Please contact Wayne to begin the process of scheduling this opportunity.
- The American Heart Association and International Stroke Committee has released new EMS Severity-Based Stroke Triage Algorithms. These will be incorporated into the regional plans and protocols as necessary, and had asked for the state to take a position on a single preferred assessment tool rather than having several different

options, and they have decided to narrow the list, but not make a single recommendation.

- The council is working on some table-top disaster and interagency drills that will eventually culminate in a large-scale multi-agency event. If you have an interest in guiding this process or participating, please let Vivian know as she is the POC for the project.
- The Virginia Fusion Center made a presentation at the last regional director's group meeting and paperwork is available for any board members who would like to apply for access to information related to provider health and safety.

Website/Technology

- The new website re-design seems to be cost prohibitive. We are considering having the staff receive additional training in WordPress to make the updates.

Executive Director Update

- There are changes to the EMS plan review requiring input from public health and changes that involve the RSAF grant review process and grading. Tim, staff, and Adam met with the RDG and there was a lengthy discussion about the proposed FY18 contract. They are currently working on that document, and we hope to see it soon. We are currently operating under a contract modification.
- The Pre-hospital trauma task force met again and provided recommendations to the task force regarding committee structure and function moving forward. The group will be meeting again after the MDC meeting at the beginning of July.
- The national database for sentinel and near-sentinel EMS events is up and ready to receive information. Reports are accessible through the REMS Council website.
- Regional Director's Group met in early May.
 - There was a presentation from the Division of Risk Management on the VA Risk 2 plan as well as a presentation from the Virginia Fusion Center.
 - The training session at the next RDG meeting in August is not yet decided, but Board Members are invited to attend for the training and/or the meeting.
 - There were several conversations regarding the contract modification and the upcoming FY18 contract, as well as the RSAF review process. Some of the discussions are hoped to be included in the new version of the regional council contracts.

Office of EMS Update

- Gary Brown
 - There is a new division at the OEMS, covering public health and community initiatives
- Mike Berg, Regulatory:
 - The NOIRA has been submitted and is open for public comment through June 14th. Once that has closed, the LAPC will meet and review the comments.

HB1426 (alternative transportation for mental health patients) has created a working group to discuss this topic. This year, they are looking at what format that process should take. HB1747 has also created a workgroup to look at in-hospital DNR orders and the training requirements. Just completed an audit of the fingerprint process. As of last night, there are 67 agencies that had not submitted any fingerprint cards (21 agencies report that they have not had any new members). There is a 93% compliance rate and with the follow-up to the agencies, there may be increased traffic through the regional councils.

- VDH directed EMS to become involve in the vaccination program (15 per year and in no less than 5 health districts). Karen Owens is working on the training requirements for this program.

- Greg Neiman, Training
 - Currently working on the new EC process. The final psychomotor testing has been held. They have moved the next class due to a scheduling conflict. Although it is only required to attend an update once every three years, with the volume of changes (and the frequency) they are not able to keep up-to-date with the changing CEU requirements. We encourage the instructors to attend updates whenever possible.

- Adam Harrell, Finance:
 - The EMSTF process has been revamped.
 - Initial scholarship program
 - CEU and auxiliary programs

- Tim Perkins - RDG
 - Some of the anticipated contract changes include
 - The addition of a social media reference in addition to the website.
 - Trauma and medical QI which have been combined into a single entity. (included in the contract mod)
 - There will now be a set amount of funding that will be the baseline, and there will be an opportunity for pay-for-performance incentives.
 - A survey tool that is to be made available for end-users to provide feedback on the council's customer service (included in the contract mod). Although not currently in effect, there is a potential to attach funding to the results of the customer service survey.
 - An emphasis on being more collaborative within public health. While they aren't looking for the council to do 100% of the work, there should be an invitation to the public health side of the equation (included in the contract mod).
 - A recommendation to get involved with hospital preparedness and medical reserve corps.

New Business:

John Harkness requested that a letter be drafted, thanking Vivian and the staff for the Regional Awards Dinner. Kevin agreed that that would be appropriate and he would have something drafted.

At this time, Kevin announced that instead of continuing to alternate holding board meetings at the REMS Council offices and UVA Culpeper Medical Center, he would like to start moving the meetings to different agencies each time. If you are interested in hosting a meeting, please contact Kevin. This would allow agency members to observe the meeting and the agency leaders to briefly speak to the board.

Wayne mentioned that at this time we have not received all needed information regarding funding for the Council to be able to draw up its annual budget – we will need to extend the current operating budget until such a time that the board can approve the FY 2018 budget.

Susan Dietrich made a motion to extend the FY 2017 budget through August 16, which was seconded by Pat Fitzgerald. Motion carried.

John Brandrup made a motion to allow the Finance and Executive Committee to create and approve the final FY 2018 budget. This motion was seconded by Dr. White. With no further questions from the board, motion carried.

Adjournment: The meeting adjourned at 7:53 PM.

Next Meeting: The next meeting will be held at 7 PM on August 16, 2017. The location is to be determined.