

RAPPAHANNOCK EMS COUNCIL BOARD OF DIRECTORS MEETING

Board of Directors
December 14, 2016

Board Members Present:

Jack Atkins, Rappahannock County
John Brandrup, At-Large
Mark Crnarich, At-Large
Scott Davis, City of Fredericksburg
Susan Dietrich, Caroline County
Kevin Dillard, At-Large
Patricia Fitzgerald, Westmoreland County
Mary Hart, Fauquier County
John Harkness, Orange County
William Harrington, Spotsylvania County
Phyllis Hurlock, Culpeper County
Lori Knowles, Stafford County
Warren Jenkins, Culpeper County
Maurice Moody, Orange County
Joseph Sposa, Spotsylvania County
Joseph Williams, Fauquier County

Staff Present:

Margot Moser, Office Manager
Wayne Perry, Executive Director

Board Members Excused:

Mark Garnett, Caroline County
David Garvin, King George County
Donald Gore, Rappahannock County
Fred Messing, At-Large
David Moody, King George County
Emmett Price, Stafford County
Dr. Tania White, Regional Medical Director

Guests:

Joey King, Pharmacy Committee Chair
Jake Marshall, Incident and Threat Mitigation Committee Chair
Patricia Copeland, REMS CISM Team Coordinator

Call to Order:

The meeting was called to order by President Kevin Dillard in Classroom B in the Rappahannock EMS Council Regional Training Center at 7:00 PM.

Approval of minutes:

October 19, 2016 minutes approved as presented.

Public Comments/Presentations from Guests:

There were no public comments.

President's Report—Kevin Dillard

Kevin thanked Patricia Fitzgerald for sponsoring the evening's meal. He also announced that Marianna Bedway is resigning from the board, and that he would like to take a moment to thank her for her service. The Council presented her with a Challenge Coin and will present a plaque at a later date. Marianna spoke and said that she admires the Council's work and that she hopes the board continues to do its excellent work in the future.

The Council's Continuity of Operations plan is up for annual approval. There have been no major changes to the COOP at this time. This document is generated by the staff, and so a motion to approve is needed. Susan Dietrich made a motion to approve the COOP as presented, with a second from Warren Jenkins. With no further comment from the board, the motion carried.

ACTION ITEM—Continuity of Operations Plan

APPROVED

The FY 2016 Annual Report is also up for approval. This document is generated by the staff, and a motion to approve is needed. Patricia Fitzgerald moved to approve the Annual Report as presented, and John Brandrup seconded. There was no further discussion from the board, and the motion carried.

ACTION ITEM—FY 2016 Annual Report

APPROVED

Kevin announced that after the Council's 40th Anniversary celebration, the Council was contacted by the town of Montross. They have prepared a joint resolution between the Town of Montross, the Town of Colonial Beach, and Westmoreland County to recognize the Rappahannock EMS Council's years of service to the community. The resolution will be presented on January 9 at 6 PM in Montross, VA. All board members are invited to attend the presentation, and may contact Kevin if they wish to travel with him.

A resolution will then also be introduced to the Virginia General Assembly by Delegate Mark Cole during the next session. Kevin thanked the Town of Montross, Colonial Beach, and Westmoreland County for this recognition.

Grant Committee:

The Grant Committee met on October 3 and reviewed 12 grants. FARC met on December 2 and preliminary awards were announced. OEMS received 188 grant applications for a total of \$10.46 million. \$4.4 million was available for award.

Total tentative funding requested for the region was \$572,588.92; the total funding awarded is \$273,286.41. The Council region's preliminary awards are as follows: Spotsylvania Fire, Rescue and Emergency Management, 4 Stryker Power Loads, 5 video laryngoscopes; King George County Fire and Rescue, 7 Stryker Performance Loads; Caroline County Fire and Rescue, 13 Rugged laptops (at 50/50); Orange County Fire and

EMS, 5 stretchers; Little Fork Fire and Rescue, 2 monitor defibrillators; Flint Hill Fire and Rescue, 2 Toughbooks (at 50/50); Spotsylvania Volunteer Rescue Squad, 2 GETAC V110G2 computers, 2 LifePak 15 SPCO cap.

Official awards will be made on January 1. Wayne reminded the board that physical letters will no longer be sent for grant awards, and to check eGift for the award letters. Kevin also mentioned that the quality of submissions to the Council has been excellent, and that agencies should keep up the good work.

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 November 17 for a work session; the committee did not have a quorum. The next meeting is in February.

The committee has plans to get a letter out to area agencies regarding the future of Regional Performance Improvement reporting and indicators; the committee will be monitoring data submitted to the state and using that to perform regional studies and generate reports regarding services in the area. Reporting from the agencies to the Council will no longer be required. Agencies will be able to access reports created by the committee upon request.

Mark stated that he has created data analysis plans, to include an advanced skills tracking project and an airway management study. They are currently in draft and will be published when completed.

Susan Dietrich asked if the new approach would allow the Council to obtain more data from agencies. Mark stated that direct access will eliminate the problem of agency non-compliance with regional reporting. Mark also stated that the committee is currently focusing on the most efficient way to obtain the Medical Record Number generated by the receiving hospital for each report so that the committee can truly track patient outcomes.

Treasurer's Report—John Brandrup

John stated that the accounting firm that has been doing REMS bookkeeping has raised its rates and that REMS will be bringing that back in house and using QuickBooks Online.

Finance Committee:

The 2016 audit is almost complete, with some minor changes to be made. The audit itself went well, with no difficulties arising during the process and no problems identified by the auditor. John also noted that the Council is to be commended for its checks and balances system which will only improve with the implementation of QB online.

Because the audit currently before the board is a draft, John stated that the Finance Committee recommends that the board allow the final draft to be approved by the Executive Committee; if any major issues arise with this final draft, it will be distributed to the board. As this motion came from committee, there was no need for a second. With no further discussion from the board, motion carried.

ACTION ITEM—FY16 Audit, pending Executive Committee Review APPROVED

The Council budget will remain unchanged for FY 2017. All of the localities have reported their awards, and REMS received 52% of requested funds. He stated that those localities which are awarding the Council at less than 100% have been approached by Council staff and board members and the Council is making sure that they are receiving the services they need. So far localities seem willing to work with the Council on improving funding rates.

Guidelines and Training Committee:

The Guidelines and Training Committee is scheduled to meet on December 20, which was scheduled in anticipation of a December 21 board meeting. The committee has been working on some additional revisions to the protocols. Because the board meeting was rescheduled, the Guidelines and Training committee have not officially approved the protocol revisions, but will next week. John made a motion to approve the revisions to the protocols as presented, pending approval by the Guidelines and Training Committee. Lori Knowles seconded the motion. Susan Dietrich asked if any other committees had already approved these changes. Wayne responded that they have been reviewed by the Regional Medical Direction committee. With no further questions from the board, motion carried.

ACTION ITEM—Protocol Revisions, pending Guidelines & Training Review APPROVED

Committee Reports

CISM Report: Patricia Copeland

Trisha mentioned that over the weekend, there was a suicide in the REMS service area. She urged the board to put focus on mental health, and said that the team is available 24/7 and can come out to teach or to do outreach at agency request. John Harkness mentioned that Orange County is currently participating in a Stress First Aid study with UVA which emphasizes treating emotional trauma like a physical injury requiring treatment. This includes shifting the language and culture – e.g., not calling it Post Traumatic Stress Disorder because it is not a disorder, but a common reaction to trauma that requires treatment just like a broken arm. Nathan Morton in Orange County and Wayne at the Council have both been trained as instructors, and Wayne can be contacted for more information.

The team has one new member, Sharon Allen and her service dog, Winston. There were four calls to services, and two outreach events since the last board meeting. Trisha said she hopes to add more therapy dogs to the team as the response to these two dogs has been overwhelmingly positive.

Incident and Threat Mitigation Committee: Jake Marshall

The committee is currently working on the written plan requested by the board for the “Triage Tag” exercises. Opioid overdoses continue to be a huge issue in the area, which the committee has also been discussing.

Lori Knowles mentioned that Stafford is doing Triage Tag Tuesdays but the program has dwindled due to expense. Wayne mentioned the possibility of grant funding, but also reminded the board that the Councils have been discouraged from requesting RSAF moneys. The Council will look into other possible funding avenues, including VHASS or perhaps federal funding.

Jake mentioned that the George Washington Region Emergency Management meetings have been scheduled at the same time as the Incident and Threat Mitigation Committee meetings and the committee will be drawing up a new schedule for 2017 to be announced soon.

Medical Direction Committee: Wayne Perry for Dr. Tania White

The committee last met on December 12. Federal legislation has been introduced regarding issues with the DEA and standing orders. It made it through the house, and will hopefully be approved by the senate during the next session.

The updates to the state EMS plan was approved recently, and the State Medical Direction committee meets on January 5.

Personnel Committee: Wayne Perry for David Moody

The Personnel Committee met on December 5. The committee reviewed the benefits for FY2017 and FY2018 and approved maintaining the same rate for employee benefit stipends. The committee is anticipating changes to the ACA and will deal with those as they come. The committee is also looking into offering a 401K plan for employees.

The committee also approved waiving the job announcement period for the Regional Field Coordinator position, and the current temporary labor will be offered a full time position. The Council is also bringing payroll and other bookkeeping back in house.

The Council's position descriptions are currently undergoing revision and will be sent to the board for the February meeting.

Pharmacy Committee: Joey King

The committee has one action item before the board, the Medication SOG and exhibit A. This has been updated to work with the updates to the regional protocols. The committee recommends approving the revisions as presented. With no further discussion from the board, motion carried.

ACTION ITEM—Medication SOG and Exhibit A

APPROVED

Strategic Planning: John Harkness

No report at this time.

Heart and Stroke: Kevin Dillard for Emmett Price

The committee is seeking approval of the Regional STEMI Plan from the board. This is not a state-mandated document. Kevin stated that this document was sent out for review in August and again this month. The recommendation from the committee is to adopt the STEMI Plan as presented; with no further discussion from the board, motion carried.

ACTION ITEM—Regional STEMI Plan

APPROVED

The committee is also seeking approval of the Pre-Alert Matrix. This document was requested by Dr. Fines at Mary Washington Healthcare, and has been reviewed by several of the regional committees. This was also distributed in August and again in December. The recommendation from the committee is to approve as presented, so no second is required. With no further discussion from the board, motion carried.

ACTION ITEM—Regional Pre-Alert Matrix

APPROVED

The Heart and Stroke Committee received a HEARTSafe Community application from King George County. Lori Knowles stated that this was an excellent application, and that the committee recommends approval. As the recommendation came from committee, no second was required. With no further discussion by the board, motion carried.

ACTION ITEM—HEARTSafe Application: King George County APPROVED

The County will be provided with two signs that may be posted roadside, as well as a certificate suitable for framing.

Kevin reminded the Board that the Council's goal is 100% participation by service area counties, and that anyone interested in attaining this for their locality should reach out to the Council if you require assistance or clarification.

Trauma Committee: Susan Dietrich

No report at this time. The committee next meets in January.

EMS Governor's Advisory Board: Lori Knowles

The last meeting of the GAB was during Symposium, which had 1,700 registrants this year.

Notable items addressed included:

- The editor of JEMS recognized Virginia for its work on ambulance standards.
- 2017-2018 Advisory Board dates were announced; the next meeting will be held at the Richmond Marriott Short Pump on February 2-3
- Mr. Brent Williams made a presentation to the board regarding FirstNet, a broadband network that will be devoted exclusively to public safety and will be deployed in the next five years. This is a federal project and more information may be found at firstnet.gov
- The Executive Committee has been discussing the future of EMT Intermediate and a series of town hall meetings will be held in the spring to identify next steps. They hope to be ready to address next steps with the advisory board in the spring. The current recommendation is that Virginia allow EMT Intermediates to maintain their certification after NREMT discontinues the testing in 2018 if they recertify; if certification lapses, they will be dropped down to an AEMT. This decision is not final.
- Rules and Regulations requested and received approval for initiating the regulatory process to revise 12VAC31 (Rules and Regulations)
- The Board approved the final draft of the State EMS Plan and it is to be sent to the Board of Health
- The Medevac Committee has a campaign called "Land the Drone" and are educating EMS and Fire personnel about drone safety around landing zones.

- The Trauma System Plan Task Force will meet in December and present the TSOMC with final recommendations for the plan for their approval, and should be presented to the EMS GAB in February.
- The Board approved the updates to the Training Program Administrative Manual
- The EMS Officer I program has 18 participants in the pilot program.

Staff Report—Wayne Perry

HR/Personnel Updates

- The council continues to use the electronic timesheet program. Details are also included in the Council's OEMS quarterly report to identify areas of work and quantities of manpower devoted to specific projects. If you have questions about a specific project or work that we do for your jurisdiction please talk with Wayne.

Training Center Updates

- REMS has provided twenty-one National Registry test sites so far including three during FY2017. We have one scheduled for January 28 for AEMT and Intermediate candidates; the next Paramedic site will be March 11. We are planning to have at least five per year moving forward.
 - Since the paramedic testing process is changing, there will not be a feasible way to combine intermediate and paramedic testing. If we continue to test intermediates, it will need to be on a separate date, which means additional costs. It will depend on how many intermediate candidates we have as to whether this testing level continues.
 - Students needing to retest a station that has been eliminated as a part of the change to the testing procedures will have to test as an initial candidate as of January 1.
 - NREMT fees are increasing on January 1, 2017, as will the registration fee for written testing.
- TJEMS is going to be offering an advanced stroke certification class.
- PEMS is having a regional EMS expo on March 11 and 12, 2017.
- REMS has the opportunity to host a Basic to Paramedic program starting in 2017. If you have any scheduling preferences, let Wayne know.
- Training announcements are listed on the REMS website and Facebook page, as well as provided in updates via social media. Please encourage providers to follow us on Twitter, like us on FB, and check the website periodically.

Events and Funding

- Margot worked very diligently to make the 2016 REMS Council Golf Tournament a success. We are planning for April 29, 2017 as the next date. If you have thoughts or ideas please let Margot know.
- The regional awards winners have been submitted to the state for consideration in the Governor's Award program. We are actively seeking nominations throughout the

- year and currently accepting applications for 2017. If you have someone who would be a worthy candidate, please e-mail Vivian at vdelts@vaems.org.
- Vivian, the Regional Field Coordinator, is gauging interest in participation in a “100 Pound Weight Loss Challenge” – no more than forty members per county. Members of the board may also compete on a team with the REMS Staff. Please contact Vivian if you are interested in participating.
 - The Caroline Mobile Integrated Healthcare Program is proceeding well.

Regional Systems and Programs

- UVA is conducting a research project on stress in EMS. The REMS Council will be participating in the project during the next phase, probably during CY 2017.
- Law enforcement should not be getting Narcan from EMS agencies and vice versa; law enforcement is entirely excluded from the EMS medication exchange process. The mucosal atomization devices (MAD) that were recalled should not be replaced by EMS or hospitals for law enforcement. Each set of agencies has different rules.
- The council is going to be 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 the POC for the project.
- HCA SRMC has been reaccredited and upgraded their Chest Pain Center designation.
- Wayne attended the Virginia Secure Commonwealth Panel and it was announced that the use of Carfentanil is on the rise; individuals are using pill presses to make Carfentanil pills and lace other drugs with Carfentanil. Officials anticipate a rise in overdoses.

Executive Director Update

- Wayne has applied to attend the FISDAP research summit.
- VAGEMSA is requesting a \$0.25 increase for 4-for-life.
- The Virginia Fire Service Council Summit hopes to adjust \$4-for-life funding to obtain more funding for training needs. The Regional Directors Group is interested and supports this. Ending the redirection of \$1 million of the Rescue Squad Assistance Fund to the Virginia State Police was also discussed at the last meeting
 - There is also a line-item in the budget bill that designates \$400,000 to go to the purchase of 12-lead EKG. The recommendation from the RDG is to support the removal of this specific language and allow RSAF grants to handle the issue.
- Dr. Marissa Levine declared the opioid crisis a Public Health Emergency and issued a standing order to allow anyone in Virginia to go to a pharmacy and get the drug. The cost is still prohibitive.
- Quarterly report from 1Q FY17 was submitted and was accepted with no issues by OEMS.
- The national database for sentinel and near-sentinel EMS events is up and ready to receive information. There is information about the E.V.E.N.T. program in an attachment on the e-mail and the reports are accessible through the REMS Council

website as well. The Board was provided with the 2nd quarter 2016 Patient Safety Report and Violence against Paramedics Report.

- There was a discussion about the role and definition of EMS moving forward at the last NEMSAC meeting. In addition, the EMS transformation “EMS 3.0” information was provided to the Board for review.
- If you have any feedback or updates on the customer service initiative please let me know. I have not heard of any problems, so I feel confident that the changes that we made are making a positive impact. This continues to be a priority and a standing agenda item for our staff meetings.
- The Pre-Hospital Trauma Task force met at symposium. Prior to that meeting the mission and vision statements were crafted, as well as potential resolutions for various ACS recommendations and findings. At this meeting, the group was asked to grade the HRSA document to evaluate the trauma system in Virginia. Since that meeting we have been asked to justify the ratings that we provided for the different categories, along with details and scoring for how significant the deficit or issue is for the EMS system in Virginia.
- The VPPF training bill does have patrons, and a draft is in the system currently. There is legislation that is carried by Delegate Helsel and Senator Deeds, which includes biennial training from a course created/approved by the Virginia Department of Behavioral Health.
- There is a draft bill regarding drones, which authorizes a fire chief to ban drones at or in the vicinity of calls and hazardous situations such as fires, chemical events, explosions, etc. This potentially includes their ability to physically remove them from the site.
- There is a draft bill that would include certified EMS providers into the health practitioner monitoring service. This is a process to allow health practitioners (140-some types of providers) to keep their license or certification if there is a drug/alcohol issue, during and as long as they are receiving treatment. There is a contracted service with VCU to operate a state-funded program which handles people that are referred. There is a concern about the cost of this, and the inclusion with health professions may also create additional issues that are not currently being experienced. The advantage for people currently in the program is a stay of discipline due to drug and alcohol issues.
- The training session at the next RDG meeting in February will be on fiduciary responsibility and internal financial controls. The Board Members are encouraged to attend for the training and/or the meeting.
- The revisions to the state EMS plan were approved and the RDG has pulled out the Council’s responsibilities. See Wayne for a detailed list.

Office of EMS Updates

- *Mike Berg, Regulatory:*
 - The rules and regulations committee will be working on their recommendations for updates to the regulations. There is a proposal to write a new chapter (replacing 5-31). This will clean things up, removing all of the repeals language. One thing that this does do, is invalidate any existing

exemptions that have been approved based on the then-old chapter. This doesn't preclude approving new exemptions, but they will need to re-apply for an exemption. The recommendation will be for some exemptions to be approved with a defined time period, specifically related to staffing exemptions for an ALS ambulance. The goal is to have a product to present to the November EMS GAB. The next step will be to produce a notice of regulatory intent, and the goal will be to not take 8 years as it did with the last update.

- *Adam Harrell, Finance:*
 - The EMSTF contracts are coming next now that the regional council contracts are completed. This process has changed slightly, and the piece that is missing from this is funding for initial education. All of the initial education funding is going to be provided through a scholarship program. There will be an option for everything up-to a full-ride for all levels of EMR through Paramedic. The funds are provided to the students on a semester basis, and the money will be sent directly to the students. There are ties to the funding related to successful course completion, but it is a proactive payment, not a reimbursement.
 - This leaves the councils with the responsibility for auxiliary and CEU programs. This does diminish some of the harsher requirements of bidding that were expecting to be included in the contract. There is still a desire to have councils determine funding based on needs. The auxiliary funding will be based on the last year's funding that was requested for the council's service area. The Office will provide funding for a full CE (NCCR NREMT Paramedic) class for every city or county within the Commonwealth. The hope is to have contracts available for regional councils that take effect January 1, 2017. There is also going to be another special initiative grant cycle that will begin December 15 which will cover initial training expenses for the last two quarters of FY17.

- *Warren Short, Training:*
 - Previously report that OEMS was looking to have a special initiative for NREMT test-site equipment, with an advertisement in mid August and a quick turn-around to meet the January 1 NREMT testing change. Per Adam Harrell they are still planning to have this grant opportunity, the hold-up is partly that they are not able to fund disposable equipment under RSAF.
 - The OEMS previously reported it was in the final stages of a statewide LMS which will be available for all EMS providers, agencies, and educators in Virginia. This would be the platform that is available for distance and online education in the Commonwealth. The final version that was selected is Blackboard, in order to fall in line and remain compatible with the VCCS. At the last meeting it was reported that Blackboard no longer meets the security needs (not FedRamp compliant) of the Commonwealth VITA contract. If BlackBoard is not able to come up to the levels required then OEMS will be sending out a RFP in January to look for a new system.

- The EMS Symposium program committee is seeking assistance in recruiting presentations and presenters for the 2017 EMS Symposium. The Call for Presentations can be located on the Office of EMS web site
- *Tim Perkins – Regional Directors Group:*
 - The councils were all approved at the last BOH meeting for 3-year designation starting January 1, 2017. All councils will be receiving level funding for the “first cycle” which is the remaining 6 months of FY2017. Requests (and justification) for increased funding through the next two years of designation will be accepted now, as well as any contract modifications to provide funding for projects and capital expenditures.
 - There is about 99% of the regional council contract language available at this point, they are still working on reformatting it electronically. The PIM for the current year has not yet been released, so the contract is moving forward with the last PIM terms and conditions. Once the new PIM is released it may require some modifications after it is released.
 - With the introduction of a new contract, any exceptions and variances need to be re-submitted for approval. This includes items such as a current regional OMD contract and any alternative hours/schedule, etc.
 - Some of the 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.
 - 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. 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.
 - A recommendation to get involved with hospital preparedness and medical reserve corps.
- VAGEMSA/EMS GAB
 - The OEMS is in the final stages of a statewide LMS which will be available for all EMS providers, agencies, and educators in Virginia. This will be the platform that is available for distance and online education in the Commonwealth. The final version that was selected is Blackboard, in order to fall in line and remain compatible with the VCCS.
 - Provider safety bulletins are available through the Office of EMS.
- Virginia Workforce Development Committee update:
 - EMS Officer I program was piloted at the EMS symposium. The program received a lot of positive feedback and a list of areas needing improvement. In addition, narrations for the online component still need to be completed, funds

for text purchases need to be identified, more editing is needed, a final assessment is needed, etc. Basically there's still plenty of work to do but at least it's moved into the pilot phase.

- Standards of Excellence has been utilized by several EMS agencies with positive feedback. A challenge seems to be convincing agencies to go through the process. Program needs better recognition and marketing.
- Reviving the Keeping the Best! program: the idea now is to videotape it during a live classroom course then create an online program.
- The Recruitment and Retention Network met during the symposium. The network has drifted a bit during the past two years. There are three meetings planned in 2017: Feb 23 in Virginia Beach, May 15 in Blacksburg and Nov 8 at the EMS symposium.
- The career fair held during the symposium was considered a success with its new 4th floor foyer location with plenty of jurisdictions and agencies available.
- Open discussion about some barriers to getting and keeping qualified people: is EMT testing process a barrier? Are lengthy background checks causing people to lose interest? What incentives are being offered by the state or localities for EMS providers? The discussion on these things led to examples where an agency/area is doing something successfully to break down the barrier, or is offering incentives...this may lead to creation of some sort of recruitment/retention lessons-learned document in the future.
- Next meeting is February 2, 2017.

New Business:

No new business.

Comments from the President:

Kevin congratulated Mark Crnarich on his appointment to serve on the board of the Volunteer Firefighters and Rescue Squad Workers Service Award Pension Fund.

Adjournment: The meeting adjourned at 8:15 PM.

Next Meeting: The next meeting will be held at 7 PM on February 15, 2017, at UVA Culpeper Medical Center.