Rappahannock EMS Council Guidelines & Training Committee Minutes August 25, 2014

REMS Training & Simulation Center, Trauma Room

Call to Order: Meeting was called to order at 1900 by the Chair, Kelly Southard

Roll Call and Recognition of Guests: Members present were Chair, Kelly Southard, Jake Marshall,

REMS Staff member, Wayne Perry and Pat Fitzgerald by conference call.

Approval of Minutes: June 23, 2014 Minutes were approved

Staff Report:

We have an upcoming NR psychomotor test in September & November 2014

EMT-I class-the A/B schedule is working well for our students, and while challenging for REMS, to a small degree, is working for REMS, as well. Currently, all students are passing and doing well.

EMT-P class is also doing well. The EMT-I students have shown an interest in attending and are motivated to pay the additional fee their attendance would require. All EMT-P students are also maintaining at least an 80% average.

The EMT class started August 18 and will complete 12/13/14. State testing is January 2015. There are 17 registered for this class

Next classes starts January 2015

GCC Degree Program -Wayne

ALS Instructor/Coordinator Requests: None

Sub-Committee Reports: 1.) Protocol- No report

2.) ALS Release – Train the Trainer program.

3.) Skill Drill program- Committee wants this to be dropped and Kelly will take it to the Medical Direction to review

Unfinished Business:

New Business: 1-Wayne reported on the future Heroin/prescription drug summit

- 2. A proposed memo from the Stroke Committee to all EMS agencies & leaders on the use of the Stroke Alert Checklist by EMS providers was reviewed and there was one question/clarification on the lack of statistics. This information will be sent back to the Stroke Committee.
- 3. There was a discussion on the proposed change from OEMS on the BLS recertification hours to match NREMT. This proposal is still in State Committee.
- 4. Wayne presented a report from the NVHA (Northern Virginia Hospital Alliance) paper on the Hospital EHR (Electronic Health Records) system in Boston following the Boston Marathon **Bombings**

5, There were 2 items that will be sent to the Pharmacy Committee. First was the drug shortages and their replacements, to verify that there will an adequate supply. And the BLS Medications on local ambulances.

ALS/EMT-Basic Programs Audit:

EMT-VEMSES-Rebecca Raines-Stafford HS-9/3/14-4/30/15 MTWTF x2
EMT-VEMSES-Mary Gardner-Colonial Forge HS 9/9/13-4/28/14 MTWTF x3
Intermediate – Wayne Perry REMS 8/20/13 – 11/9/14 Tues or W
I to P Bridge – Wayne Perry – REMS 8/20/13 – 11/9/14 – Thur & Sat
Paramedic – Gretchen Wills- Stafford County Fire & EMS 2/2/14–1/25/15 STTFS
Paramedic – Wayne Perry- REMS 8/20/13 – 12/13/15 TWTS
EMT VEMSES-Linda Harris-REMS-8/18/14 – 12/13/14 MWS
EMT VEMSES-Linda Harris-REMS-8/18/14 – 12/13/14 MWS
EMT VEMSES-Theresa Gamlin – CCJA 9/16/14 – 10/2/14 SMTWTFS
EMT VEMSES-Jenni Hartle- Berea FD-8/26/14 – 12/7/14 TTS
Enhanced -Theresa Gamlin- CCJA 8/18/14 – 8/31/12 –SMTWTFS(postponed until Nov)
EMT VEMSES-Mike Lawson- Salem F & R 7/7/14 – 10/1/14 MWS
EMT VEMSES-Doug Lowe-Fred RS 9/3/14 – 1/1/15 MWS
EMT VEMSES-Greg Leitz- LOW F & R 9/3/14 – 1/12/15 Unk Days
EMT VEMSES-Wanda Gardner- Shannon Training Center-9/4/15-1/17/15 MThS

REMS BOD Action Item:

For the Good of the Order: The meeting was adjourned at 1945

Adjournment: The next meeting is scheduled for October 27, 2014

Rappahannock EMS Council Guidelines & Training Committee Minutes October 27, 2014 REMS Training & Simulation Center

Call to Order: Meeting was called to order by the chair, Kelly Southard at 1915 hrs

Roll Call and Recognition of Guests: Members present: Chair, Kelly Southard, John Brandrup, Victor Podbielski, Maurice Moody and REMS Staff Linda Harris. On conference call were Jake Marshall and Pat Fitzgerald

Approval of Minutes: August 25, 2014 - Motion was made by Pat Fitzgerald to approve the minutes

Staff Report:

We have an upcoming NR psychomotor tests on November 22, 2014; January 10, 2015; May 30, 2015

EMT-I students are currently working on field internship & clinicals so they can be cleared to test

EMT-P – there are 4 still going thru the process of class hours/clinicals etc so they can test.

There are a few students that have gained their NREMT/State certification and about 4-5 more that are testing at the next NREMT site.

The EMT class started August 18 and will complete 12/13/14. State testing is January 2015. There are 15 students currently in this class

Next class starts January 2015

ALS Recertification course being held now until December 15, 2014 BLS Recertification course will be held January 24, 31 & February 7, 2015. This information should be on the REMS website by next week.

GCC Degree Program -Wayne. Still waiting on GCC

ALS Instructor/Coordinator Requests:

- Ann Moore- re-endorsement as Coordinator. She is with AP Hill and conducts multiple in house training programs. Motion to approve by Pat Fitzgerald, seconded by Maurice Moody. Motion passed
- Billy Hamm re-endorsement as Coordinator. Affiliated with Reva F & R. Instructor update in 2012 Motion to approve by John Brandrup, seconded by Pat Fitzgerald, Motion passed

Sub-Committee Reports: 1.) Protocol – Still waiting on the chair to set a meeting

2.) ALS Release – Train the Trainer program.

Unfinished Business: There was some discussion about the Skills Drills Program. At the last G & T Committee Meeting the committee stated they wanted to drop this program and it would be brought before the Medical Direction to review. The motion was made by John Brandrup, seconded by Victor Podbielski to drop the program. Agencies along with their OMD can create their own Skills Drill for their providers but it will not be a regional program.

New Business: None

ALS/EMT-Basic Programs Audit:

EMT-VEMSES-Rebecca Raines-Stafford HS-9/3/14-4/30/15 MTWTF x2
EMT-VEMSES-Mary Gardner-Colonial Forge HS 9/9/13-4/28/14 MTWTF x3
Paramedic – Gretchen Wills- Stafford County Fire & EMS 2/2/14–1/25/15 STTFS
EMT VEMSES-Linda Harris-REMS-8/18/14 – 12/13/14 MWS
EMT VEMSES-Theresa Gamlin – CCJA 11/02/14 – 11/17/14 SMTWTFS
EMT VEMSES-Theresa Gamlin – CCJA 12/02/14 – 12/17/14 SMTWTFS
EMT VEMSES – Leigh Doucet – Caroline EOC – 1-10-15 – 5-21-15 MWS
EMT VEMSES-Jenni Hartle- Berea FD-8/26/14 – 12/7/14 TTS
Enhanced -Theresa Gamlin- CCJA 8/18/14 – 8/31/12 –SMTWTFS(postponed until Nov)
EMT VEMSES-Doug Lowe-Fred RS 9/3/14 – 1/1/15 MWS – Jake Marshall
EMT VEMSES-Greg Leitz- LOW F & R 9/3/14 – 1/12/15 TTS
EMT VEMSES-Wanda Gardner- Shannon Training Center-9/4/15-1/17/15 MThS
EMT VEMSES-Mart Hart-Fauquier F & R – 9/23/14 – 1/29/15- UNK Days
EMT VEMSES- Kelly Southard- Orange Rescue 10/7/14 – 3/12/15- TTS
EMT VEMSES- Mike Biamonte- FBI Quantico 2/2/15-2/25/15 MTWTF

REMS BOD Action Item:

For the Good of the Order: The meeting was adjourned at 1940hrs.

Adjournment: The next meeting is scheduled for **December 22, 2014. Meeting was changed to December 15, 2014**

Rappahannock EMS Council Guidelines & Training Committee Minutes December 15, 2014 REMS Training & Simulation Center

Call to Order: Meeting was called to order by the chair, Kelly Southard at 1900 hours

Roll Call and Recognition of Guests: Members present: Chair, Kelly Southard, Waverly Alley, John Brandrup, Jake Marshall and REMS Staff member, Linda Harris. On conference call were Pat Fitzgerald and Mark Garnett. Excused were Wayne Green, Maurice Moody and Victor Podbielski.

Approval of Minutes: October 27, 2014 Motion was made by John Brandrup, seconded by Pat Fitzgerald to approve. Motion passed.

Staff Report:

We have an upcoming NR psychomotor test on January 10, 2015; May 30

EMT-I students are currently working on field internship & clinicals so they can be cleared to test

EMT-P – there are 4 still going thru the process of class hours/clinicals etc so they can test.

There are a few students that have gained their NREMT/State certification and about 4-5 more that are testing at the next NREMT site.

The EMT class completed 12/13/14 with 14 students. State testing is January 2015.

Next classes starts January 12, 2015

ALS Recertification course being held now until December 15, 2014 BLS Recertification course will be held January 24, 31 & February 7, 2015

GCC Degree Program -Wayne

ALS Instructor/Coordinator Requests:

None

Education Coordinator Recertification Endorsement:

 Doug Found. Doug Found asked that the G & T Committee endorse his Education Coordinator recertification. Committee is not sure if this is needed. The state has not set the requirements for recertification of this certification yet. The motion was made by Pat Fitzgerald and seconded by Jake Marshall to endorse.

Sub-Committee Reports:

- 1.) Protocol- Kelly Southard will meet with Wayne Perry to select a chair for this committee
- 2.) ALS Release Train the Trainer program. Classes are still ongoing. In the past 2 months there have been 2 in King George.

Unfinished Business: None

New Business: The REMS Ebola Virus Disease (EVD) Triage Guideline was presented and discussed. Several changes were discussed and will be brought back to Wayne Perry for possible revisions.

ALS/EMT-Basic Programs Audit:

EMT-VEMSES-Rebecca Raines-Stafford HS-9/3/14-4/30/15 MTWTF x2 EMT-VEMSES-Mary Gardner-Colonial Forge HS 9/9/13-4/28/14 MTWTF x3 Paramedic – Gretchen Wills- Stafford County Fire & EMS 2/2/14–1/25/15 STTFS Paramedic – Gretchen Wills – Stafford County Fire & EMS 2/6/15 – 1/24/16 STTF EMT VEMSES-Linda Harris-REMS-1/12/15 – 5/16/15 MWS EMT VEMSES-Theresa Gamlin – CCJA 12/02/14 – 12/17/14 SMTWTFS EMT VEMSES – Leigh Doucet – Caroline EOC – 1-10-15 – 5-21-15 Unk days EMT VEMSES-Doug Lowe-Fred RS 9/3/14 – 1/1/15 MWS EMT VEMSES-Greg Leitz- LOW F & R 9/3/14 – 1/12/15 Unk Days EMT VEMSES-Wanda Gardner- Shannon Training Center-9/4/15-1/17/15 MThS EMT VEMSES-Mart Hart-Fauquier F & R – 9/23/14 – 1/29/15- UNK Days EMT VEMSES- Kelly Southard- Orange Rescue 10/7/14 – 3/12/15- UNK days EMT VEMSES- Mike Biamonte- FBI Quantico 2/2/15-2/25/15 MTWTF EMT VEMSES-Jenni Hartle- Stafford FC #2 1/8/15 – 5/17/15- T-T-S

Jake Marshall audited Doug Lowes class at Fredericksburg Rescue Squad on 11/26/14 with Mike Biamonte instructing.

REMS BOD Action Item:

For the Good of the Order: The meeting was adjourned at 1732 hours.

Adjournment: The next meeting is scheduled for February 23, 2015

Rappahannock EMS Council Guidelines & Training Committee Minutes February 13, 2015 REMS Training & Simulation Center

Call to Order: Meeting was called to order by the chair, Kelly Southard at 1906 hrs

Roll Call and Recognition of Guests: Members present: Chari, Kelly Southard, John Brandrup, Victor Podbielski and REMS staff member, Wayne Perry. On conference call were Pat Fitzgerald and Mark Garnett. Excused was Wayne Green and Maurice Moody

Approval of Minutes: December 15, 2014. Motion made by John Brandrup, seconded by Pat Fitzgerald to approve, motion passed.

Staff Report:

We have an upcoming NR psychomotor test on May 30 & July 18, 2015

REMS Council EMT-I and EMT-P students are currently working on field internship & clinicals so they can be cleared to test

There are a few students that have gained their NREMT/State certification and about 4-5 more that are testing at the next NREMT site.

EMT class started January 12, 2015 with 18 students

GCC Degree Program – we are looking into options for a sponsor since Germanna is not able to get approval through SCHEV/SACS for the program being off-site.

ALS Instructor/Coordinator Requests:

- 1. Mark Sikora- re-endorsement. Currently teaches in Orange County. Motion made by Victor Podbielski, seconded by John Brandrup to approve. Motion passed
- 2. Christopher Payne re-endorsement currently teaches at Quantico. Motion made by Pat Fitzgerald, seconded by Victor Podbielski to approve, Motion passed

Education Coordinator Recertification Endorsement:

Sub-Committee Reports: 1.) Protocol—looking for a chair. Victor will check with FFD member.

2.) ALS Release – Train the Trainer program. Tentatively set for March 12

Unfinished Business:

New Business:

1. Memo from Division of Educational Development concerning EMT Courses

ALS/EMT-Basic Programs Audit:

EMT-VEMSES-Rebecca Raines-Stafford HS-9/3/14-4/30/15 MTWTF x2 EMT-VEMSES-Mary Gardner-Colonial Forge HS 9/9/13-4/28/14 MTWTF x3 Inter to Para - Gretchen Wills- Stafford County Fire & EMS 4/24/15-1/24/16 STTFS Paramedic – Gretchen Wills – Stafford County Fire & EMS 2/6/15 – 1/24/16 STTF EMT VEMSES-Linda Harris-REMS-1/12/15 - 5/16/15 MWS EMT VEMSES-Amy Cantwell - CCJA 4/6/15 - 4/24/15 SMTWTFS EMT VEMSES-Amy Cantwell - CCJA 6/1/15 - 6/16/15 SMTWTFS EMT VEMSES-Amy Cantwell - CCJA 7/1/15 - 7/16/15 SMTWTFS EMT VEMSES-Amy Cantwell - CCJA 10/1/15 - 10/16/15 SMTWTFS EMT VEMSES-Amy Cantwell - CCJA 12/1/15 - 12/15/15 SMTWTFS EMT VEMSES - Leigh Doucet - Caroline EOC - 1-10-15 - 5-21-15 Unk days- Victor Podbielski will monitor EMT VEMSES-Kim Madison- Shannon Training Center-3/9/15-7/6/15 MWS EMT VEMSES-Mart Hart-Fauquier F & R - 2/21/15 - 5/30/15- UNK Days EMT VEMSES- Kelly Southard- Orange Rescue 10/7/14 – 3/12/15- UNK days EMT VEMSES- Mike Biamonte- FBI Quantico 2/2/15-2/25/15 MTWTF EMT VEMSES-Jenni Hartle- Stafford FC #2 1/8/15 - 5/17/15- T-T-S EMT VEMSES-Mike Lawson-Salem Vol F & R 1/19/15-5/16/15 MWS EMT VEMSES Mike Lawson- Easternview HS 1/21/15 - 5/16/15 MTWTF

REMS BOD Action Item:

For the Good of the Order:

Adjournment: The next meeting is scheduled for April 27, 2015

Rappahannock EMS Council Guidelines & Training Committee Minutes April 27, 2015

REMS Training & Simulation Center

Call to Order: Meeting was called to order by the chair, Kelly Southard at 1910 hrs

Roll Call and Recognition of Guests: Members present: Chair, Kelly Southard, Jake Marshall, Tim Jeter, Maurice Moody, Linda Harris, REMS Staff, and on the telephone were Pat Fitzgerald, Chris Payne and Mark Garnett

Approval of Minutes: February 23, 2015 Motion made by Maurice Moody and seconded by Pat Fitzgerald to approve, motion passed.

Staff Report:

We have an upcoming NR psychomotor test on May 30 & July 18, 2015

EMT-I & P students are currently working on field internship & clinicals so they can be cleared to test

There are a few students that have gained their NREMT/State certification and about 4-5 more that are testing at the next NREMT site.

EMT class started January 12, 2015- currently 17 students. Class completes May 16, 2015. The next class will start late August.

GCC Degree Program –We are looking into options for a sponsor since Germanna is not able to get approval through SCHEV/SACS for the program being held off-site

ALS Instructor/Coordinator Requests:

- 1. James D. Johnson, Re-endorsement request. He currently teaches CEU courses at Dahlgren. Motion by Chris Payne, second by Maurice Moody to approve. Motion passed
- 2. Colin Moore, re-endorsement request —He teaches thru Culpeper & Warrenton Fire Training. FD. Motion by Mark Garnett, second by Pat Fitzgerald to approve. Motion passed.

Education Coordinator Recertification Endorsement: The latest from OEMS is EC's will be required to receive a OMD signature on recertification paperwork but not be endorsed by councils. Motion by Pat Fitzgerald, seconded by Maurice Moody to remove this line from future agendas since it no longer requires council endorsement. Motion passed.

EMSAT Receiving Site Application:

Chancellor Volunteer Fire & Rescue- requesting endorsement from Council. Motion from Pat Fitzgerald, seconded by Jake Marshall to approve. Motion passed.

Sub-Committee Reports:

- 1.) Protocol- Committee met on April 13 & again April 27. The next meeting is June and hope to have some firm information for the committee at June meeting. Pat Fitzgerald asked from her agency if Tylenol Suspension could be added. This information will be sent to Protocol Committee and Pharmacy Committee to see if the medications can be provided
- 2.) ALS Release Train the Trainer program.

 Robert Usher taught on March 12 with only a few in attendance

Unfinished Business:

New Business:

Pat Fitzgerald asked about the availability of adjustable collars in the PYXYS machines. This information will be forwarded to Pharmacy Committee and it was suggested that they send emails to Tina Skinner at MWH

Future REMS EMT Programs- Starting July1, 2015 OEMS will no longer specify minimum course didactic and lab contact hours. Considering these changes that are being implemented by OEMS, Linda Harris is asking for support of G & T in keeping the REMS EMT Program with the same number of hours as has been for last several years. Currently OEMS states minimum of 154 hours for the EMT program and the student can miss no more that 15% of didactic & labs portion. My classes run about 176 + hours with the extra being Saturday labs. And once the student misses more than 15% they are then dropped from program, and that is stated in the orientation book issued to every student on the first night of class. After much discussion the motion was made by Chris Payne, seconded by Pat Fitzgerald to keep the REMS EMT Courses the same as the current standards in regards to hours and % of missed hours. Motion passed.

ALS/EMT-Basic Programs Audit:

EMT-VEMSES-Rebecca Raines-Stafford HS-9/3/14-4/30/15 MTWTF x2 EMT-VEMSES-Mary Gardner-Colonial Forge HS 9/9/13-4/28/14 MTWTF x3 Inter to Para - Gretchen Wills- Stafford County Fire & EMS 4/24/15-1/24/16 STTFS Paramedic – Gretchen Wills – Stafford County Fire & EMS 2/6/15 – 1/24/16 STTF EMT VEMSES-Linda Harris-REMS-1/12/15 - 5/16/15 MWS EMT VEMSES-Amy Cantwell - CCJA 4/6/15 - 4/24/15 SMTWTFS EMT VEMSES-Amy Cantwell - CCJA 6/1/15 - 6/16/15 SMTWTFS EMT VEMSES-Amy Cantwell - CCJA 7/1/15 - 7/16/15 SMTWTFS EMT VEMSES-Amy Cantwell - CCJA 10/1/15 - 10/16/15 SMTWTFS EMT VEMSES-Amy Cantwell – CCJA 12/1/15 – 12/15/15 SMTWTFS EMT VEMSES – Leigh Doucet – Caroline EOC – 1-10-15 – 5-21-15 Unk days EMT VEMSES-Kim Madison- Shannon Training Center-3/9/15-7/6/15 MWS EMT VEMSES-Mart Hart-Fauquier F & R - 2/21/15 - 5/30/15- UNK Days EMT VEMSES-Jenni Hartle- Stafford FC #2 1/8/15 - 5/17/15- T-T-S EMT VEMSES-Mike Lawson-SalemVol F & R 1/19/15-5/16/15 MWS EMT VEMSES Mike Lawson- Easternview HS 1/21/15 - 5/16/15 MTWTF EMT VEMSES Pam Bertone- Spotsylvania Fire & Rescue 5/5/15 - 8/22/15 TTS

REMS BOD Action Item:

For the Good of the Order:

Adjournment: Motion made by Maurice Moody, seconded by Pat Fitzgerald to adjourn at 1945. Motion passed. The next meeting is scheduled for **June 22, 2015**

Rappahannock EMS Council Guidelines & Training Committee Minutes June 22, 2015 REMS Training & Simulation Center

Call to Order: Meeting was called to order at 1900 hrs. by the chair, Kelly Southard

Roll Call and Recognition of Guests: Members present: Chair, Kelly Southard; Chris Payne, Linda Harris, REMS staff. On the phone were Leigh Doucet from Caroline County, representing Mark Garnett; Pat Fitzgerald and Wayne Perry, RESM staff. Excused were Jake Marshall, Maurice Moody, Tim Jeter and Mark Garnett.

Approval of Minutes: April 27, 2015 Motion to approve the minutes by Chris Payne, second by Kelly Southard, motion passed

Staff Report:

We have an upcoming NR psychomotor test on July 18; September 12 & November 21, 2015 EMT-I & P students are currently working on field internship & clinicals so they can be cleared to test There are a few students that have gained their NREMT/State certification and about 4-5 more that are testing at the next NREMT site.

EMT class had 14 complete the course May 16, 2015. All have passed psychomotor test & 2 have NREMT certifications. Next class will start August 17, 2015 and info is on our website & Facebook. ITLS course will be held August 15 & 16 in the REMS training center. This info is on our website & Facebook page

GCC Degree Program –We are looking into options for a sponsor since Germanna is not able to get approval through SCHEV/SACS for the program being held off-site

ALS Instructor/Coordinator Requests: Michael Stewart is requesting re-endorsement. He teaches multiple ceu courses. Motion by Chris Payne to approve, second by Kelly Southard, Motion carried

Sub-Committee Reports:

1.) Protocol- Committee met on April 27 & June 22 report given by Chris Payne: Items committee is working on:

Ventricular Assist Devices

Bleeding protocol- to include tourniquet, hemostatic agent & TXA Items approved by BOD:

Trauma Scheme & Spinal Immobilization/Clearance Protocol These documents were faxed to all agencies this afternoon along with a memo from Wayne Perry.

2.) ALS Release – Train the Trainer program.

Robert Usher taught on March 12 with only a few in attendance

Unfinished Business: Pat Fitzgerald asked for an update on the Stat Bags which Wayne Perry was able to provide.

Leigh Doucet had questions about the new non-traditional courses and what the state requires as far as course approvals and funding contracts. Linda Harris will email her all of the documents that OEMS has provided

New Business:

Early CPR- ideas on how to promote. Documents were provided to committee members about the value of bystander CPR. It was suggested that this be sent to volunteer agencies as a good public relations tool.

ALS/EMT-Basic Programs Audit:

EMT-VEMSES-Rebecca Raines-Stafford HS-9/8/14-4/30/16 MTWTF x2 EMT-VEMSES-Mary Gardner-Colonial Forge HS 9/14/15-4/25/15 MTWTF x3 Inter to Para – Gretchen Wills – Stafford County Fire & EMS 4/24/15–1/24/16 STTFS Paramedic – Gretchen Wills – Stafford County Fire & EMS 2/6/15 – 1/24/16 STTF EMT VEMSES-Linda Harris-REMS-8/17/15 – 12/12/15 MWS EMT VEMSES-Amy Cantwell – CCJA 7/1/15 – 7/16/15 SMTWTFS(Chris Payne) EMT VEMSES-Amy Cantwell – CCJA 10/1/15 – 10/16/15 SMTWTFS EMT VEMSES-Amy Cantwell – CCJA 12/1/15 – 12/15/15 SMTWTFS EMT VEMSES-Kim Madison- Shannon Training Center-3/9/15-7/6/15 MWS EMT VEMSES-Mart Hart-Fauquier F & R – 6/13/15 – 9/10/15- UNK Days EMT VEMSES-Jenni Hartle- Berea FD 7/6/15 – 8/7/15- MTWTF EMT VEMSES-Jenni Hartle-SCFRD- 8/3/15 – 9/11/15 MTWTF EMT VEMSES Pam Bertone- Spotsylvania Fire & Rescue 5/5/15 – 8/22/15 TTS EMT-Non traditional-Leron Lewis-Lifecare- 7/1/15 – 8/7/15 Sat (Chris Payne)

REMS BOD Action Item:

For the Good of the Order:

Adjournment: Motion to adjourn by Chris Payne, seconded by Kelly Southard, motion passed. The next meeting is scheduled for **August 24, 2015**