

**Rappahannock EMS Council
Rappahannock CISM Team Meeting
November 17, 2009**

Attendance: Charlie Robertson, Patricia Copeland, Heriburto Rodriguez, Paul Peterson, Greg Leitz, Darrell English, Ronald Ridgely, Patricia FitzGerald, Denise Weaver, Judy Little, Lisa Ringle, Douglas Albrecht, Melissa Krebs.

Visitors: Andrew Kirk

The meeting was called to order at 1900 hours at the Rappahannock EMS Council Training Center.

There were no new applications to review.

Activity Review was limited to a couple of one-to-ones over the past few months, otherwise Team activity was essentially non.

Reviewed issues of further establishing jurisdictional Points of Contact (POC's). To this date, the established POC's in Stafford and Spotsylvania have worked extremely well and are allowing those jurisdictions to somewhat function independently while still being an integral part of the Council Team as a whole.

Updated Team members on the health of the Team Coordinator and what affect that might have on the Team's operations. Discussed the need and possibilities for someone else to become the Team Coordinator sometime in the next year and the necessity to "Train Up" some candidates to fill the spot. The current Team Coordinator would project remaining as a Team member and consult and advise at any time as needed.

Discussed ICISF apparent refocus of its mission on Public Safety First Responders which should benefit us all as time goes on.

Reviewed the issues of personnel files and the lack of current or any certificates at all which led to the inactive status of some Team members. If such members "repair" and/or update their files, I would of course review their certs, when requested, and Team member status accordingly.

Long discussion of "in-Service" training and possible special meetings to accomplish some of that type of training on special subjects.

The approaching holiday season led us to gather those interested after the meeting to overview and discuss Suicide Intervention strategies.

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In late January, we proposed having Patricia Copeland provide a "State Strike Team Members' Course" to provide CISM Team members with the certification to be eligible to deploy as State CISM resources in the event of a Call-Out. Currently there may be only 5 members approved for deployment on behalf of the State.

In late February we propose to hold an "in-Service" training session covering "Suicide Prevention, Intervention and Postvention".

After a half hour suicide discussion, the meeting closed at 2045 hours.

**Rappahannock EMS Council
CISM Team Meeting
Monday, October 18, 2010**

Meeting called to order at 7:00p.m. by Trisha Copeland at the REMS Council Training & Simulation Center.

Attendance: Chris, Jett, Angela Fines, Paul Peterson, Dale Dickinson, Darrell English, Jayne Toellner, Lynn Platt, Robert Eves, Raymond Bell and Trisha Copeland

New Business:

The Team talked about needing to get more clinicians on board. We cannot put ourselves out there for ICISF if we do not have more clinicians willing to participate with us. Trisha is holding off on turning in the ICISF application until we have more clinicians. Will follow up with the one from Spotsylvania.

The Team discussed looking into grant money opportunities. Would like to put together a CISM Group and Individual training class, but cannot do so without funds. There was discussion about going out to our peers and asking the individual fire/rescue squads for donations, since they are our targeted group. Up until now, the individuals on the team have shouldered many expenses - if we want to put on any classes, we need to come up with a way to collect some funds. Pastor Bell offered to go to community groups (Churches, etc.). We decided to put together a letter talking about the history of REMS and the team, what our purpose is and outline what we need. Groups that we discussed about going to were: Lions Clubs, Eagles, Fire & Rescue, Police Departments, Sheriff's Offices, etc.

Call-Outs - 2010:

1. **Caroline County (3/21)** - Fatality/pediatric entrapment
Patricia Copeland; Greg Leitz; Jayne Toellner; Paul Peterson
2. **Spotsylvania County (4/13)** - Individual
Paul Peterson; Ron Thayer
3. **Spotsylvania County (4/18)** - Double fatality
Greg Leitz; Doug Albrecht; Mark Kuechter; Linda Harris
4. **King George County (5/19)** - MVA 4 teenagers/1fatality
Patricia Copeland, Greg Leitz, Paul Peterson, Bill Hyer, Angela Fines & Lisa Ringles
5. **Colonia Beach (5/23)** - Drowning (Jr. Rescue Squad Member)
Robert Eves

6. **Spotsylvania County (5/19)** - Deputy killed in boating accident
Paul Peterson, Beth Haizlip, Patrick Kelly, Ron Thayer, Scott Worley
7. **Stafford County (8/16)** - Individual member request. Melissa Krebs
8. **Stafford County (9/28)** -Individual member request (DOA) - Dale Dickinson

Old Business:

Melissa: To follow up on sending CISM presentation for the schools to Tina/REMS.

Next Meeting:

November Training - The training for November will be Law Enforcement Survival. Angela Fines will be putting together the presentation. It will be held at REMS.

Adjournment:

Meeting was adjourned at 7:45 p.m.

Rappahannock EMS Council
REMS CISM Team Meeting
February 24, 2010

Attendance: Patricia Copeland, Brett Locklair, Angela Fines, Dale Dickinson, Heriberto Rodriguez, Melissa Krebs, Martin Gardner, Robert Eves, Paul Peterson, Darrell English, Christopher Jett, Mary Jo Blake, Melissa Wood, Mark Kuechler, William Hyer, Jayne Toellner, Lisa Ringle.

The meeting was called to order at 7:00 p.m. All attendees were asked to sign the sign-in sheet and put down any new information.

First on the agenda was to discuss the team, and how it would proceed without Charlie Robertson. The members present discussed who would chair the team now that Charlie was gone and Trisha Copeland stated she would. It was suggested that Melissa Krebs and Chris Jett be the other coordinators. It was also suggested that either Patrick Kelley or Darrell English (Stafford Sheriff's Department) become the liaisons for the law enforcement part of the team. They have all been part of the team for quite a few years. The team agreed with this suggestion. Also discussed how to get more team members involved, since some felt they were never used.

A Yahoo Email Account for the team has been set up. The address is: remscismteam@yahoo.com. Any correspondence that the Chair or any of the other coordinators have would come through there. The coordinators and Debby Loveless at REMS have the password. This way everyone's addresses and phone numbers could be kept up to date and used by all coordinators. Also all correspondence could be kept as well.

There was also a long discussion with the Fredericksburg Police Department, who were under the impression that they were a stand alone team. It was explained to them that they were part of the REMS team since it is an accredited team. Their team members were unaware of this, and asked to get membership applications.

Also discussed an idea about putting everything on a REMS CISM website. That way people could go on to a secure site and update their information (certifications, training, addresses, phone numbers), look for training opportunities, know where people are located, so that you can call the closest team members for callouts, plus, if possible, be able to put their availability for call-outs online. As explained, this would reduce the work of the coordinator of calling people who are not available. The members present thought this was a great idea and said to proceed with it.

On March 17, we were scheduled to have Strike Team training. Trisha had spoken with Karen Owens from the OEMS and she said that they were in the process of redoing the Strike Team class, and asked that we wait until the new class has come out. The team discussed if they would still like to have the meeting or just wait. They agreed to go ahead and have the meeting, so that the team could be brought up to date on the website and any other changes the Team, or REMS, would like to make. So the next meeting is scheduled for March 17th at 7:00 p.m. at the REMS Training Center.

REMS CISM Team Meeting
February 24, 2010
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The general meeting lasted approximately one hour. After the meeting, Melissa Krebs, an Instructor at the Spotsylvania Sheriff's Academy, gave a presentation on Suicide Prevention which she had used previously at the Academy. It was an excellent presentation.

The meeting adjourned at 9:15 p.m.

**Rappahannock EMS Council
Rappahannock CISM Team Meeting
March 17, 2010**

Attendance: Patricia Copeland, Melissa Krebs, Dale Dickinson, Paul Peterson, Jayne Toellner, Bill Hyer

The meeting was called to order at 7:00pm at the Rappahannock EMS Council's Training Center.

Website Suggestions:

There was a lot of discussion about the website and what it should offer. There was also discussion about having a non-secure portion of the website for people who are looking for more information regarding the team (Membership Application). The following is what we would like to see available on the secure site:

- Team Roster: Names, addresses, phone numbers, affiliations, certifications
- Strike Team information
- Handouts: Any handouts that would be used for a defusing or debriefing. After-action reports for call-outs (need to create)
- Training Opportunities
- Calendar: Events, Meetings, also where members can notify if they are out of town or unreachable for call-outs.
- Call-Outs: Listing of all the events that we have had – listing the coordinator/team members/peers (broken down); what the event was; how long you were there.
- Bylaws
- Minutes from past meetings

Revise Membership Application:

Discussed revising the Membership Application. Needs to be shorter. Also, does membership want to vote on new members? Members present said "yes".

CISM Training geared towards high school EMS classes, etc.

Discussion regarding the presentation of a power point geared towards EMT students. This seems to be a large part of the population that we are called out for. Melissa stated that she had a power point that she uses for the recruit academy and would shorten it to about an hour. We would show it to REMS and then start offering it to present at the schools, departments and recruit academies.

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Call-Outs:

Spotsylvania:

Melissa Krebs received a call-out for Spotsylvania for a suicide. Greg Leitz handled this event.

Quantico:

Melissa Krebs received a call-out for Quantico Fire for one of their personnel who was injured. Chris Jett and Dale Dickinson handled this event.

Miscellaneous:

- CISM Team shirts for team members.
- CISM Budget.
- Business Cards – team members were interested in getting business cards for the REMS CISM Team that had the CISM steps on the back. Have a blank space on the back where you could write team members' name and phone number. Have had in the past. Trisha will research.
- Discussed what kind of training they want to do and who to present it.

Next Meeting Date:

Members present discussed if they wanted to go back to quarterly meetings they stated that during the restructuring phase to continue having monthly meetings. Next meeting is tentatively scheduled for **Wednesday, April 21, 2010** at the REMS Council Training Center, if space is available.

Adjournment:

Meeting adjourned at 9:00p.m.

MINUTES
REMS CISM TEAM MEETING

Wednesday, April 21, 2010

7:00 p.m. (REMS)

1. Sign in Sheet:

The following members were present: Dale Dickinson, Mark Kuechler, Angela Fines, Bill Hyer, Paul Peterson, Melissa Krebs, Doug Albrecht and Patricia Copeland

2. New Business:

1. Do we want to go back onto ICISF's Team Listings?

Question was brought up as to whether or not we wanted to resubmit our team membership to the ICISF to be placed on their website. The majority wanted to stay active with ICISF.

2. Go over new Team Membership Application

Melissa Kreb's redid the membership application (attached). Everyone was in agreement that it looked good, and could be sent to REMS for approval.

3. Talk about how a peer team is put together; who goes out

Every effort should be made when making up a peer team to have a majority of the peers from "outside" of that county. Most providers would prefer to speak to someone that they "do not know" or know does not run in that county.

4. What team members will go out?

I reiterated to the team, that when there are call-outs, the team members that have shown an interest in participating in the team, such as showing up at team meetings, will be the ones called. We have a lot of people on the list that we have not seen in a long time. An email will be sent out to those people asking them if they are still interested in participating in the team. Doug Albrecht stated that he would go through the Spotsylvania roster.

3. Old Business

Debby: Question about whether REMS still provides the CISM Team shirts, and how they get them. Team members would like to have them when they go out on events.

Debby left the few shirts that we still had. Team members who would like to can purchase the shirts through REMS for a nominal fee of \$19.50; (XL \$21.50). If you would like a shirt, please let Debby Loveless know.

What is the CISM Team budget? What can the money be used for?

With the budget cuts, there is no REMS CISM budget for this year.

Business Cards - team members were interested in getting the business cards for the REMS CISM Team - that had the CISM steps on the back. (Had a blank space on the back, where you could write your name and phone number). I was not sure where we got them from - we had them years ago. I will do some research into where we got them from. I have a proof.

Gave out a copy of a proof of the business cards that team members can write their names and phone numbers on to hand out at incidents. A few people "laughed" at my waterfall; but I thought it was very calming (unless the call is a drowning). It was also suggested that we get ones that have the signs and symptoms on.

CISM PowerPoint.

Melissa Kreb's put together a powerpoint presentation regarding CISM to be shown at recruit schools, high schools, EMS/Fire agencies to new people coming into EMS. It gives them an idea as to CISM being available and what it is. Melissa is going to send the powerpoint to REMS for approval.

4. Call-Outs

1. **Caroline County (3/21) - Fatality/pediatric entrapment**

Patricia Copeland; Greg Leitz; Jayne Toellner; Paul Peterson

2. **Spotsylvania County (4/13) - Individual**

Paul Peterson; Ron Thayer

2. Spotsylvania County (4/18) - double fatality

Greg Leitz; Doug Albrecht; Mark Kuechter; Linda Harris

5. Next Meeting

Discussion regarding changing the meetings to another night so that other members could attend. Some questioned why, considering it was only one night a month. Also asked whether they wanted to have it every other month. Majority asked to keep it every month - next month the meeting will be held on Monday, May 24, 2010 at 7:00 p.m. If REMS is occupied - the Fredericksburg Police Department offered to have it at their facility.

6. Adjournment

Meeting was adjourned at 8:30 p.m.

RAPPAHANNOCK EMERGENCY MEDICAL SERVICES COUNCIL
435 Hunter Street, Fredericksburg, VA 22401
540-373-0249; Toll Free in VA: 1-877-892-9465; FAX: 540-373-0536

CRITICAL INCIDENT STRESS MANAGEMENT TEAM MEMBERSHIP FORM

PERSONAL INFORMATION:

Name: _____

Address (Home): _____

_____ Cell: _____

Phone (Home): _____ E-Mail: _____

Employer (Address) _____

_____ Cell: _____

Phone (Work): _____ E-Mail: _____

Age 25 or over? YES NO

APPLYING FOR:

- Peer Team Member

Fire

EMS

Law Enforcement

Other Identify: _____

ORGANIZATION AFFILIATIONS:

Organization	Department	Date	Other

CISM TRAINING / SPECIAL CERTIFICATIONS (copies required):

Date	Title	Issuing Organization

I understand that membership on this team is voluntary and is strictly of an as requested emergency call out nature. I understand that information received while representing the REMS CISM team is of a confidential nature and will be treated as such. Further, I will not respond without the consent or request of a team coordinator. Any violation of confidentiality or response without authorization or false statements made on this application will result in immediate removal from the team.

Name: _____

Date: _____



REMS CISM TEAM

24/7 Number: Lifecare: 540-752-7807

Team Member: _____

Contact Number: _____

Email Address: _____

DEBRIEFING: Occurs 6 to 72 hrs. after an incident.

Introduction - Introduce team members, explain the rules, and agenda **Fact Phase** - Each person describes the incident from his or her own perspective. **Thought Phase** - Describe your first thoughts, how did you feel? What reflected you the most? **Reaction Phase** - Identify all emotional responses. What was the most troubling aspect. **Symptom Phase** - Identify possible symptoms & symptoms of a stress reaction. **Reaching Phase** - Identify all the reactions are normal and is a coping mechanism. **Entry Phase** - Distribute information and answer any questions.

DEFUSING - Occurs immediately, or during the incident. A defusing is a condensed version of a debriefing lasting up to 1 hour. **Introduction** - Introduce team members, & review the process. **Explanation** - Discuss the incident via the rescuers, review the facts, thoughts and their reactions. **Information** - Recognize that all reaction's are normal and review the signs & symptoms of a stress reaction.

ONE ON ONE: A Defusing with one rescuer and one CISM member.

Rappahannock EMS Council
Rappahannock CISM TEAM MEETING
Monday, May 24, 2010

Attendance: Greg Leitz, Chris Jett, Mark Kuechler, Angela Fines, Bill Hyer, Paul Peterson, Melissa Krebs, Doug Albrecht and Patricia Copeland

The meeting was called to order at 7:00p.m. at the Rappahannock EMS Council's Training Center.

New Business:

Team Meetings - Discussed regarding how to get members to attend some of the meetings. It will be mandatory that team members attend at least 50% of the team meetings a year. Will coordinate so that one month will be a team meeting, and the next month will be training. The meetings will be scheduled for every 3rd Monday at 7:00p.m. at REMS, unless there is a location conflict. Fredericksburg Police Department has offered their facility as an alternate meeting location. Team Coordinators will use the members who show an interest in coming to meetings for the call-outs.

Fredericksburg Police Department
2200 Cowan Blvd
Fredericksburg, VA 22401

ID Cards - Discussed regarding whether or not the team should have ID cards/badges. A few years ago, the team was in the process of getting ID cards, the pictures were taken but nothing ever materialized. The Fredericksburg Police Dept. stated they have a machine that makes the ID cards, and that they would check with their Chief to make sure it was alright to use it. The team member would be responsible for paying for the cost of the card. If approval is given by the Police Chief, the next meeting - Monday, June 21st, would be held at the Fredericksburg Police Department.

Training - The next training will be Monday, July 19th. The training will be MCI I, with certificates and CEU's offered. Team members would like to come up with a list of what the training will be every other month for the rest of the year. So, if you have any ideas on training that you would like, please let us know at the next meeting.

Stafford Parks & Recreation - One of the Supervisors asked if we could do an in-service for their lifeguards on CISM. Whenever there is a drowning at the Falmouth Beach, it affects their lifeguards - they lose a lot of lifeguards because no assistance is offered to them after an event, and they are first responders.

Boy Scout Jamboree - Because we have had incidents at the last three Boy Scout Jamborees, I wanted to know who would be available for call-outs at this year's Jamboree. A list of the Team Members would be given to Debby Loveless so that

whatever checks needed to be done, could be done in advance. All Team Members present, stated that they would be available during the Boy Scout Jamboree.

Old Business:

1. **ICISF's Team Listings.**

I am in the process of filling out the ICISF Team Application.

2. **Team Membership Application**

Handed out the revised Team Membership. There were a couple of small changes made.

3. **Business Cards**

Handed out team business cards that Patricia Copeland had made.

Call-Outs - 2010:

1. **Caroline County (3/21)** - Fatality/pediatric entrapment

Patricia Copeland; Greg Leitz; Jayne Toellner; Paul Peterson

2. **Spotsylvania County (4/13)** - Individual

Paul Peterson; Ron Thayer

3. **Spotsylvania County (4/18)** - double fatality

Greg Leitz; Doug Albrecht; Mark Kuechter; Linda Harris

4. **King George County (5/19)** - MVA 4 teenagers/1fatality

Patricia Copeland, Greg Leitz, Paul Peterson, Bill Hyer, Angela Fines & Lisa Ringles

5. **Colonia Beach (5/23)** - Drowning (Jr. Rescue Squad Member) **(ONGOING)**

Robert Eves

Next Meeting:

Next meeting will be held at Fredericksburg Police Department (address above) on Monday, June 21, 2010 at 7:00 p.m.

Adjournment:

Meeting was adjourned at 8:30 p.m.

**Rappahannock EMS Council
REMS CISM Team Meeting
June 21, 2010**

Attendance: Melissa Wood, Gary Harvey, Beth Haizlip, Frank Fleming, Diane Purks, Kevin Dillard, Dale Dickinson, Darrell English, Pat Fitzgerald, Denise Weaver, Lisa Ringle, Jayne Toellner, Bill Wood, Brett Locklair, Greg Leitz, Chris Jett, Mark Kuechler, Angela Fines, Bill Hyer, Paul Peterson, Melissa Krebs, Doug Albrecht and Patricia Copeland

The meeting was called to order at 7:00p.m. at the Fredericksburg Police Department, 2200 Cowan Boulevard, Fredericksburg, VA.

Old Business:

Team Meetings - Discussed regarding team meetings, which will be held the third Monday of every month. Will rotate meetings and training. The next meeting will be held on Monday, July 19th at 7:00 p.m. - training will be Mass Casualty I. CEU's will be offered to Fire & Rescue personnel. Melissa Krebs stated that she wanted to go back 5 years and contact the people on the list to see if they are still interested in being on the team - if it was the same people, then we should go back 10 years. Lisa Ringles and Bill Hyer offered to help.

ID Cards - the main focus of tonight's meeting is to get everyone ID cards. If you do not show up to training or meetings, we will ask for the cards back. Everyone in attendance received REMS CISM badges.

Boy Scout Jamboree - Reminder that the Boy Scout Jamboree will be held the end of July - we need to have people on standby in case there is an incident.

Call-Outs - 2010:

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4. **King George County (5/19)** - MVA 4 teenagers/1fatality
Patricia Copeland, Greg Leitz, Paul Peterson, Bill Hyer, Angela Fines & Lisa Ringles
5. **Colonial Beach (5/23)** - Drowning (Jr. Rescue Squad Member)
Robert Eves
6. **Spotsylvania County (5/19)** - Deputy killed in boating accident (ONGOING)
Paul Peterson, Beth Haizlip, Patrick Kelly, Ron Thayer, Scott Worley

Melissa Krebs stated that there are a couple of other incidents that happened in their County that may need team assistance.

Next Meeting:

Next meeting will be held at REMS on Monday, July 19, 2010 at 7:00 p.m.

Adjournment:

Meeting was adjourned at 8:45 p.m.