

RAPPAHANNOCK EMS COUNCIL BOARD OF DIRECTORS MEETING

Board of Directors
December 13, 2017

Board Members Present:

Eddie Allen, City of Fredericksburg
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
Pat Fitzgerald, Westmoreland County
Mary Hart, Fauquier County
John Harkness, Orange County
William Harrington, Spotsylvania County
Phyllis Hurlock, Culpeper County
Lori Knowles, Stafford County
Tim Malanka, Spotsylvania County
Jeffrey McClure, Stafford County
David Moody, King George County
Maurice “Bud” Moody, Orange County
Louise Rollins, At-Large

Staff Present:

Margot Moser, Office Manager
Wayne Perry, Executive Director

Excused:

Mark Garnett, Caroline County
David Garvin, King George County
Donald Gore, Rappahannock County
Warren Jenkins, Culpeper County
Gregory Leitz, Spotsylvania County
Fred Messing, At-Large
Dr. Tania White, Regional Medical Director
Joseph Williams, Fauquier County

Guests:

Tasha Browne, Vice President, Finance & HR, LifeCare Medical Transports
Patricia Copeland, CISM Team Coordinator
Joey King, Pharmacy Committee Chair
Tim Perkins, Contract Administrator, VDH, Office of EMS
Emmett Price, Former Board Member
Dan Wildman, Vice President, LifeCare Medical Transports

Agency Presentation:

During dinner, Dan Wildman, Vice President of LifeCare Medical Transports, gave a brief presentation about the history of the company. LifeCare was founded in 1994, and grew in 1995 when they acquired another local transport agency. The company was originally run out of Mr. Wildman’s house, then Kevin Dillard’s. LifeCare now has offices all across Virginia with the corporate offices and communications center in Stafford.

LifeCare performs interfacility transports as well as specialty transports, to include: ventilator; balloon pump; NICU transfers; bariatric; organ transport; long distance transport; and infectious disease transport. The company performs many bariatric

transports with dignity, and maintains eight specialty ambulances in their fleet. LifeCare is also frequently busier during inclement weather, and picks up some helicopter transfer traffic when helicopters are unable to fly. The agency also performs standby duty at Dominion Raceway and EagleBank Arena, as well as at various equestrian centers in Fauquier and Warrenton.

LifeCare also performs contracted 9-1-1 services in Rockbridge and King William County, and has mutual aid agreements throughout their service area. They operate a 24 hour call center which also houses REMS CISM dispatch and also have a fleet service center that is open to the public.

LifeCare also has a number of community partnerships, including hospice groups, Relay for Life, Capital Caring, Moss Free Clinic, and Arlington Free Clinic. In the Fredericksburg area, LifeCare is part of Reflections in the Rearview, a partnership with Mary Washington Hospice which allows hospice patients to make a trip that would not otherwise be possible without medical care and monitoring. LifeCare also participates in an EMS exchange program that has brought medics from Germany, South America, and Rwanda to the USA and vice versa. They are also active supporters of the National EMS Memorial Service, American Ambulance Association, VAVRS, and local Chamber of Commerce.

Call to Order:

The meeting was called to order by President Kevin Dillard at LifeCare Medical Transports at 7:00 PM.

Approval of minutes:

The October 18, 2017 meeting minutes were approved with one revision: the correction of one name spelled incorrectly in the CISM report.

Public Comments/Presentations from Guests:

None.

President's Report—Kevin Dillard

Kevin welcomed Jeff McClure from White Oak Volunteer Rescue Squad. Chief McClure was nominated by the Stafford County Board of Supervisors as Emmett Price's replacement. John Brandrup made a motion to ratify Chief McClure's nomination, which was seconded by Lori Knowles. With no further discussion, the motion carried. Members of the board and guests introduced themselves.

Kevin recognized several departing board members, starting with Chief John Harkness of Orange County. Chief Harkness is retiring as fire chief and considering moving to Florida. Kevin thanked Chief Harkness for his service on the board and as chair of the

Strategic Planning Committee and presented him with a plaque to commemorate his service. Chief Harkness commented that the REMS Council Board of Directors is the most efficiently run organization he's been a part of in his 39 years in fire and EMS and he hopes the board will continue to support agencies as they take care of their providers by providing them with the best equipment, training, and mental health support possible.

Emmett Price was next to be recognized. Kevin thanked Emmett for his service since 2013, and for his phenomenal work as chair of the Heart and Stroke Committee. Emmett thanked Kevin and said that much of the work was done by the committee, of which he will still be a part. Emmett was also presented with a commemorative plaque.

Warren Jenkins was unable to attend the December 13 meeting, but Kevin recognized his diligent service to the board and the regional Grant Committee. Warren will be retiring from Culpeper County and is also to be presented with a plaque to commemorate his service.

Grant Committee:

Kevin is representing the REMS Council area on the state Grant Committee. FARC met on December 7 and announced unofficial awards on December 8. Over 10 million in funds were requested, with only 3 million available for award. Some REMS agencies were recommended for funding. The Council's new contract precludes announcement of the unofficial awards prior to the distribution of awards letters from the Commissioner's office.

The Continuity of Operations Plan is due for reapproval by the Board. Minor revisions were made, to include the addition of a Rapid Recall List with staff information. John Brandrup made a motion to accept the COOP as presented, which was seconded by Susan Dietrich. With no further discussion from the board, motion carried.

ACTION ITEM—Continuity of Operations Plan

APPROVED

The Fiscal Year 2017 annual report is also up for approval by the board prior to submission to the state. Pat Fitzgerald made a motion to accept the report as presented, which was seconded by John Brandrup. During discussion, Lori Knowles commented that the Stafford County Board of Directors Representatives needed to be added to the report. Motion carried, with the specified revisions to be made.

ACTION ITEM—FY2017 Annual Report

APPROVED

The Regional Awards Committee is actively seeking nominees for this year's Regional EMS Awards program. Vivian Delts has posted flyers in local emergency departments regarding a new section on the Council website called "EMS Spotlight." This abbreviated nomination form allows individuals to submit names for recognition that may then later be used as Regional Award nominations. Kevin asked that board members pass the word along to agencies in their service area regarding the EMS Spotlight feature.

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 Performance Improvement Committee last met in November and are working on several data quality analysis programs. Meeting dates for the committee have been changed to the second Thursday of the first month of each quarter. Statistics regarding the number of transports in the REMS service area were distributed to board members.

The Committee has moved from quarterly projects to continuous measurement projects. This is reflected in the schedule of topics that was distributed to the board for approval. The committee recommends approving the schedule of topics as presented, and no motion is necessary. With no further discussion from the board, the motion carried.

ACTION ITEM—Performance Improvement Indicator Schedule APPROVED

Mark mentioned to the board members that there is now a video on the REMS website regarding the importance of data collection and quality, and asked that agency leaders consider sharing with their providers. This video may be found on the “QI Process Improvement” page underneath “Regional Services.”

Treasurer’s Report—John Brandrup

Financial statements for the first quarter were distributed prior to the October meeting. Second quarter finances will be presented in February.

Finance Committee:

The board was presented with a draft copy of the FY 2017 audit report. John noted that the audit report was favorable overall, with some recommendations that the Executive Director is currently reviewing with an accountant.

John Brandrup made a motion to accept the draft audit as presented, and to allow the Executive Committee to approve the final audit. This motion was seconded by John Harkness. With no further discussion from the board, the motion carried.

ACTION ITEM—FY2017 Audit APPROVED

Guidelines and Training Committee:

The Committee last met on October 24 and established that the Training Funds workgroup would remain the same for this round of bidding. Information regarding the current Request for Proposals was distributed to the board, and has been posted on the website. Please contact the Council with questions regarding this new process.

The Committee has been discussing the ALS Pretest. It is currently underutilized and the committee would like to recommend to the board that they approve discontinuing its use in the REMS region. John Brandrup made a motion to discontinue use of the ALS pretest in the REMS region, which was seconded by Lori Knowles. With no further discussion from the board, motion carried.

ACTION ITEM—Discontinue Use of ALS Pre-test

APPROVED

The Committee is currently reviewing the ALS release processes of counties in our service area to ensure that reciprocal REMS release is appropriate. Basically, the committee wants to ensure that all the appropriate documentation is being collected and filed with REMS.

Committee Reports

CISM Report: Patricia Copeland

All team callouts and membership changes are listed on the team report which is available from Kevin or Margot. Trisha brought RACSB mental health resource cards for all the board members to distribute in their service area. She emphasized the need for resources for providers, and that they may call one of the numbers on the card for assistance should they choose not to go through their Employee Assistance Program.

Kevin stated that the CISM team has been very active and is doing a great job and thanked Patricia for all her hard work.

Incident and Threat Mitigation Committee: Billy Harrington

The Committee last met on October 19; Billy was unable to attend and John Harkness served as chair. The next meeting will be on January 18.

A memo was distributed on December 8 regarding the Trauma Triage Tag program, clarifying the purpose and process of the practice days. Billy hopes this memo will help increase participation levels. Committee members are currently working on an MCI plan presentation so that all agencies can hold trainings regarding how to operate under the plan. The committee is also working on an Active Shooter Guide which should be approved at the January meeting.

John Harkness also contacted First Watch regarding the creation of a quick webinar for area agencies regarding services and capabilities of First Watch which should be available soon. This is a CAD integrated program that allows the tracking of data in real time.

Vivian is still working on the REMS tabletop MCI drill. Please contact her with questions or to indicate interest in participation.

Medical Direction Committee: Dr. Tania White (Excused)

No report at this time.

Personnel Committee: Chief David Moody

No report at this time.

Pharmacy Committee: Joey King

The committee has not met since the last board meeting. Currently, Joey is evaluating membership and looking at making some changes to the structure of the committee in order to increase productivity.

Strategic Planning: John Harkness

The committee plans to meet after the first of the New Year to begin evaluating progress towards the goals and objectives of the plan as well as begin the draft of the 2019 plan update.

Kevin mentioned that since Chief Harkness is retiring, the committee will be looking for new leadership and membership.

Heart and Stroke: Lori Knowles

The next meeting of this committee will be March 7. The committee has made updates to its charter, which was sent to the Council staff and available for board review. The updated Stroke Protocol has been released and is on the Council website and social media. Print copies were also distributed to board members.

Lori reported that she and Kevin went to Powhatan in November to present their HeartSafe materials. This marks the fifth designation since the start of the program, to include King George County, City of Fredericksburg, Greater Williamsburg, Powhatan County, and Stafford County.

EMS Governor's Advisory Board: Lori Knowles

The last Governor's Advisory Board meeting was on November 8 at Symposium. Much of the information is covered in the staff report. The quarterly report from the Office of EMS is now online, and Lori recommended that board members review it. She mentioned that OEMS has a new BLS specialist and new HR specialist. A new scope of practice and guidelines are also coming out.

New EMSAT materials will be coming out regarding LVAD, the opioid crisis, and baby safe sleep among other topics.

Staff Report—Wayne Perry

Training Updates

- REMS has provided 24 National Registry test sites so far including six during FY2017. Registration for the January test site is now open.
- Training announcements continue to be listed on the REMS website calendar and Facebook page.
- The Council has issued a Request for Proposals for the January – June 2018 award period for what was previously known as EMSTF. Agencies with auxiliary programs or continuing education programs who would like to receive training funds should plan to attend the pre-bid meeting on Monday, December 18 at 1 PM.
- The Council is anticipating large statewide changes to Consolidated Test Sites. As of December, KED will no longer be a part of the random skills and several other items will be added.
- The EMS training student scholarship fund had about 100 applicants. Applicants are being accepted quarterly (April, July, October, and January). Ask Wayne about amounts and details.

Events and Funding

- The 2018 golf tournament will be held on April 28 at Meadows Farms Golf Course.
- The Regional Awards program is seeking nominations. Please use EMS Spotlight or contact Vivian Delts.
- Virginia Department of Health Office of Minority Health and Health Equity grant update: we are in the process of applying for a renewal. Wayne met with the VDH representative and has meetings scheduled with Mary Washington Healthcare and Moss Free Clinic. Funding is anticipated for FY18 but has not been officially awarded.

Regional Systems and Programs

- We continue to offer Stress First Aid training. Please contact Wayne to begin the process of scheduling this opportunity.

- FirstNet has continued to meet with state and territory single points of contact (SPOC) and State Plan review teams in the states and territories, having now engaged with almost all states and territories on their respective State Plans. Stay tuned for updates and watch the State Plans Dashboard map develop.
- 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 first meeting for this will be Saturday January 13 from 1000-1300.

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

- The national database for sentinel and near-sentinel EMS events is up and ready to receive information. The reports are accessible through the REMS Council website. The 4th quarter 2017 Patient Safety Report and Violence Against Paramedics Report is still not published on their site, and here is the link to the 2nd quarter 2017 EMS patient safety event report
- The strategic and regional approach to critical medication shortages webinar video, put out by HHS ASPR and ASTHO is available online. Updates from HHS ASPR are available in their TRACIE communication, and several ASPR newsletters have been posted in the drop box.
- The Executive Director attended the EMT Item Writing workshop at National Registry in October. It was a successful workshop and several hundred items were put into the process. Board Members are invited to attend.
- Council membership into the Rappahannock United Way for CY2018 has been approved.
- The trauma task force met in Richmond and presented a DRAFT Trauma System Plan. Each of the workgroups will now be meeting to address different elements that needs to be reviewed or revised in the draft document. If you are interested in seeing the draft trauma plan, please contact Wayne.
- At the end of 2017 all CE scanners will cease working. Please return the scanners to the Council so that we can return them to the state.
- The signed MOU was returned from OEMS on 11/28. The Council has been advised that the state will be exercising their option to opt out of the contract at the end of FY18 and issue a new MOU to start July 1.
- The State Stroke Plan is completed and posted on the OEMS website.
- Kimberly Owens and Mike Berg have left OEMS.
- The Narcan grant opportunity has been extended through 2/28/18 and information is available on the OEMS website RSAF webpage.
- A draft of the EMS Agenda 2050 is anticipated in April of 2018.

OEMS Report—Tim Perkins

Tim elaborated on some points that Wayne made in the staff report. He stated that there have been some staffing changes at OEMS as mentioned and OEMS is in the process of seeking replacements. The nullification of contracts mentioned is due to a fraud, waste, and abuse complaint that was received by the state. REMS is not involved, but the issue is with governance of one of the Councils.

Symposium did well this year and offered another pilot EMS Officer 1 course; the current goal is to get out of the pilot phase and begin offering regular classes on a regional level by the end of this coming year.

Tim also took a moment to thank the Council's board for its assistance coming through the area from Alexandria to Richmond.

New Business:

Lori Knowles announced that she recently attended the first meeting of the Mary Washington Healthcare Trauma Services Stop the Bleed Campaign Committee on December 11. Train the trainer courses will begin on January 16 with the goal being getting Stop the Bleed out into the jurisdictions and communities. More on this campaign to come.

Adjournment: The meeting adjourned at 7:51 PM.

Next Meeting: The next meeting will be held at 7 PM on February 21 at Flint Hill Volunteer Fire and Rescue.