

**Lord Fairfax EMS Council
Board Meeting
FINAL Minutes
August 29, 2019**

Members Present:

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|-----------------|--------------------------|----------------|------------------|
| Kevin Catlett | Warren County | Pam Keeler | Frederick County |
| Callie Dove | Warren County | Larry Oliver | Frederick County |
| Raymond Cross | Warren County | Mark Barenklau | Frederick County |
| Jon Henschel | City of Winchester | Wade Wilson | Clarke County |
| Eddie McClellan | City of Winchester | Brenda Higgs | Page County |
| Bill Streett | Shenandoah County | Josh Gray | Page County |
| Dr. Jack Potter | Chair, Medical Direction | | |

Staff & Visitors:

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| Tracey McLaurin | LFEMS |
| Chris Vernovai | VA Office of EMS |

On Phone:

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| Carolyn Trent | Clarke County |
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Call to Order:

The meeting was called to order at 1830 by President Henschel.

Approval of Minutes

A motion to approve the April 17, 2019 minutes was made by Mark Barenklau, seconded by Larry Oliver, and carried unanimously.

Approval of Agenda

A motion to approve the agenda as provided was made by Eddie McClellan, seconded by Bill Streett, and carried unanimously.

Financial Report

The General Checking report was distributed by e-mail to the group. A motion to accept was made by Eddie McClellan with a second by Kevin Catlett. The motion carried unanimously.

The Communications Fund report was distributed by mail to the group. A motion to accept was made by Larry Oliver with a second by Mark Barenklau. The motion carried unanimously.

Director's Report

- The quarterly report was provided to the Board members present and reviewed.
- The CE/Auxiliary funding program offered by OEMS that the Councils helped facilitate was reviewed. OEMS will no longer work thru the Councils to provide funding assistance but will work independently with EMS Educators to provide CE courses within each region.
- The Council's Mental Health program and outreach was discussed. A powerpoint presentation and other information will be provided on the Council's website for agencies to use as they develop their own programs for providers.
- The Council will start an EMT class later this fall.
- The MCI/Disaster training overview program was discussed. Staff is currently reaching out to dispatch centers to provide additional information to include terminology used during an MCI.

President's Report

No report at this time. Will be provided within the AB report.

State EMS Advisory Board

- President Henschel discussed the CE/Auxiliary funding program in regards to the Advisory Board and questions that arose at the last meeting. One topic that's being discussed and looked at is exposure to deceased patients/cadavers. There's currently no real regulations.
- The Rescue Squad Assistance Fund provided \$729,538 to agencies within our Council region this past grant cycle that was awarded July 1. Our region was 3rd highest in the state with Southwest and Western VA. All other regions were awarded below \$500,000.
- The EMS Scholarship program was discussed. It reopened on June 5 & is still active. If anyone knows someone who might be interested, he encourages them to go on the website for the information. Not only is funding available to individual applicants but also to whole programs as well.
- The Council site visit was held recently for the Council's re-designation. The Board of Health unanimously approved the recommendation of all Councils that submitted.
- The EMS Symposium will be held in Norfolk in November & registrations are coming in quickly. It's recommended to apply sooner rather than later for some of the more popular sessions as they fill up quickly.
- EMS Officer I program was going thru a pilot program and found that it was very favorable.
- Progress has been slowed on the review of the Regulations due to a few issues including Mobile Integrated Healthcare. The OMD committee & a few others are looking to see what can be put into guidelines. Some jurisdictions have already started implementing it in some capacity following the current guidelines with what paramedics are allowed to do. Once they finalize what's going into the regulations, it'll tentatively be late 2020 or early 2021 before they take effect.
- Heather Phillips will be retiring November 1 from the Office of EMS.
- State reporting was discussed. Our region comes in at 99.54%, the top in the state, for the past 3 months. The lowest in the state was at 75%.

Committee Reports (only those with a report)

Communications

The director told the group that Motorola will be out this fall to inventory the equipment and to tell us if anything needs replacement and/or repair.

Disaster Committee:

The committee has not met recently but work has been done by Council staff to include dispatch centers & personnel on terminology and provide an overview of MCIs.

Performance Improvement/TPI

Mark Barenklau told the group that the reports are done and are uploaded. When all localities goes in to do their submissions, the reports are labeled "Lord Fairfax EMS Council". No feedback was received from stakeholders about specific areas that they wanted to have reviewed. OEMS approved for us to gather data continuously for a one year cycle to be able to make better decisions moving forward. Mark told the group to be sure to log into their state site, not the ImageTrend site.

Awards

The director reported to the group that our award nomination submissions have been sent to

OEMS by the deadline in July. State awards will be announced at the EMS Symposium in November in Norfolk.

Finance Committee

The audit will be held this fall. The director will be in contact with them soon to get the process started.

Protocol Review

Larry Oliver told the group that the August 1st implementation date has come & gone and all seemed to go smoothly. Everyone has received their Toradol but Lidocaine is on back order at WMC. The next meeting will be Sept. 5th to discuss the next round of updates and revisions.

Kayla Roberts at Winchester Medical Center's Chest Pain Center is keeping up on her end to see if there's any glaring issues that need resolved. She said they're still seeing STEMI patients coming in without defib & pacing pads. They've had a few people arrest between unloading them & getting them into the cath lab.

Medical Direction

The committee will meet this fall. Raymond Cross brought up an issue at WMC with replacing narcotics. He said it took them over an hour to wait for the charge nurse. Shenandoah County has also reported issues. Dr. Potter said that he'll look into it.

Nomination Committee

The City of Winchester has presented Jared Priddy as a potential Board member to fill the city's vacant seat on the Board. The Nomination committee recommended that he not be approved to fill the seat. After much discussion, a motion was made by Raymond Cross to reject their nomination, seconded by Larry Oliver. The motion passed with both City of Winchester members abstaining. Notification will go to the City in the next few days.

Unfinished Business

None

New Business

Approval of Plans

The Performance Improvement Plan was sent out by e-mail to the group. A motion was made by Kevin Catlett to approve as written, seconded by Mark Barenklau, and carried unanimously.

The Trauma Performance Improvement Plan was also sent out to the group by e-mail. A motion was made by Larry Oliver to approve as presented, seconded by Mark Barenklau. The motion carried unanimously.

The CISM Guidelines & Protocols were sent out by e-mail prior to the meeting. A motion was made by Larry Oliver, seconded by Bill Streett, and carried unanimously.

Elections

Chairman of the Nominating committee, Josh Gray, presented the current slate of Board members for a new year of service on the Board. Since this came from the committee a motion was not needed. The second was received by Eddie McClellan with it passing unanimously. All Board members remain the same.

After hearing no nominations from the floor, Raymond Cross made a motion to accept the slate of officers as presented. Motion passed unanimously. The incoming officers remain: Jon Henschel- President; Larry Oliver- Vice President; & Pam Keeler- Treasurer. The position of secretary will be filled by Carolyn Trent. Kevin Catlett will resume his seat on the Executive Committee.

Adjournment

There being no further business to come before the board, the meeting was adjourned at 1938.