

**Lord Fairfax EMS Council  
Board of Director's  
FINAL Meeting Minutes  
August 19<sup>th</sup>, 2020**

**Members Present:**

Kevin Catlett	Warren County	Pam Keeler	Frederick County
Callie Dove	Warren County	Larry Oliver	Frederick County
Raymond Cross	Warren County	Mark Barenklau	Frederick County
Brandon Truman	Valley Medical Transport	Wade Wilson	Clarke County
Bill Streett	Shenandoah County	Carolyn Trent	Clarke County
Michael Utley	Consumer Position	Josh Gray	Page County
<b>Staff &amp; Visitors:</b>		Brenda Higgs	Page County
Tracey McLaurin	LFEMS		
Chris Vernovai	VA Office of EMS		

**Call to Order:**

The meeting was called to order at 1833 by Vice President Oliver.

**Approval of Minutes**

A motion to approve the January minutes was made by Kevin Catlett, seconded by Mike Utley, and carried unanimously.

**Approval of Agenda**

A motion to approve the agenda as provided was made by Larry Oliver, seconded by Kevin Catlett, and carried unanimously.

**Financial Report**

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

Tracey reports that the Council has applied for a PPP loan to cover the loss of income from the inability to hold CPR classes. Later in the year she'll be able to ask for forgiveness of the loan, which would turn it into a grant.

The Communications Fund report was distributed by mail to the group. A motion to accept was made by Kevin Catlett with a second by Michael Utley. The motion carried unanimously.

**Director's Report**

- The Directors have been meeting quarterly via online meetings
- Radio equipment upgrade has been completed
- Anthony Manzione has tendered his resignation as AHA Training Center Coordinator. Dorothy Clark has volunteered to help manage the testing center until a replacement is found

**President's Report**

No report at this time.

### **State EMS Advisory Board**

- No report, has not met

### **VAOEMS Report:**

- Chris Vernovai reports that VAOEMS is meeting every other week. He also states that Rappahannock and BREMS both now have state employees within the Council office.
- CSEMS is hiring for a Performance Improvement/Statistician

### **Committee Reports (only those with a report)**

#### **Disaster Committee:**

Plans to meet this fall.

#### **Performance Improvement/TPI**

Has not met, but plans to at the end of October. Autumn Davis has assumed the role of Trauma Coordinator at Winchester Medical Center.

#### **Awards**

Award winners will be announced next Friday.

#### **Protocol Review**

Meeting 9/17 at 0900 to discuss protocol changes, to include transitioning to iGel airway devices and removing Dopamine and substituting with Levophed. Valley Medical Transport is trialing Levophed at this time.

#### **Executive Committee**

Has approved sponsoring a Handtevy Instructor Course. More details to come.

#### **Stroke Committee**

Debbie Massie is now the only full-time stroke coordinator at WMC. A neurointerventionalist has been hired, no start date announced at this time.

#### **Nomination Committee**

Nominations were sent out. Michael Utley moved to close nominations, seconded by Ray Cross. Approved

### **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 Callie Dove, and carried unanimously.

The **Trauma Performance Improvement Plan** was also sent out to the group by e-mail. A motion was made by Kevin Catlett to approve as presented, seconded by Michael Utley. The motion carried unanimously.

The **CISM Guidelines & Protocols** were sent out by e-mail prior to the meeting. A motion was made by Kevin Catlett to approve as presented, seconded by Carolyn Trent, and carried unanimously.

**Warren Memorial:** Callie reports the projected opening date for the new Warren Memorial Hospital is on 6/23/2021. Construction was slowed by COVID, but is now picking up.

#### **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 incoming officers remain: Jon Henschel- President; Larry Oliver- Vice President;

Carolyn Trent- Secretary & Pam Keeler- Treasurer. Kevin Catlett will resume his seat on the Executive Committee. A unanimous ballot was cast and approved by the members.

**Announcements**

Lord Fairfax Community College EMS Program Director is now Steve Wilson following the retirement of Vince McGregor.

PHI AirCare 4 (Front Royal) would like to offer their assistance with any trainings that EMS departments may require. Please contact Carolyn Trent for more information. They also have a new base manager, Greg Enzler.

**Adjournment**

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