

**Lord Fairfax EMS Council
Board Meeting
FINAL Minutes
August 17, 2016**

Members Present:

Chris Tusing	Shenandoah County	Pam Keeler	Frederick County
Jamie Tharp	Shenandoah County	Larry Oliver	Frederick County
Jordan Highland	Shenandoah County	Eddie McClellan	City of Winchester
Mike Utley	Consumer	Jon Henschel	City of Winchester
Angela Stidham	Clarke County	Josh Gray	Page County
Callie Dove	Warren County	Jeff Hensley	Page County

Staff and visitors:

Tracey McLaurin

Call to Order:

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

Approval of Minutes

A motion to approve the April 20, 2016 minutes was made by Eddie McClellan, seconded by Jeff Hensley and carried unanimously.

Correspondence

The Executive Director reported that correspondence has been received from the jurisdictions announcing funding levels for FY17. A 10% increase was requested from all jurisdictions within the past 2 fiscal years & has been received from all but Frederick County.

Financial Report

The General Checking report was distributed in the meeting packet. A motion to accept was made by Larry Oliver with a second by Eddie McClellan. The motion carried unanimously.

The Communications Fund report was distributed in the meeting packet. A motion to accept was made by Eddie McClellan with a second by Larry Oliver. The motion carried unanimously.

Director's Report

The written quarterly report was distributed in the meeting packet. The director also reported attending the RSAF grant reviews on Aug. 4 & 5 along with a meeting to review the Council's budget request as part of the designation application. The Council submitted a 10% increase for the next 3 year designation cycle. In the 9 years since the Director has been with the Council only one 10% increase has been provided in the contract with OEMS.

President's Report

The President reported that the Council will assist with evaluation of an exercise coming in September in the City of Winchester.

State EMS Advisory Board

The Board met a few days ago. The state is working to develop a MOU with the Councils for EMS Training Funds in the future based on a per student fee. Until that time they're looking at utilizing RSAF funds to supplement the program.

Larry Oliver reported to the group on the Council re-designation process. He participated in 7 of 11 of the site visits made by OEMS. He said that the struggles that were seen here at our Council are mirrored across the Commonwealth.

Committee Reports

Disaster Committee- Upcoming meeting Sept. 14, 2016

Instructor Network- Next meeting is being planned. Will be chaired in the future by Karen Wagner & Gary Dalton.

Protocol Review

Larry Oliver reported that the committee met at the end of June to continue review on the protocols. The next meeting will be held in the next few weeks.

Regional EMS Performance Improvement/Trauma

Callie Dove discussed Pulsara & hospital hub & the current status of both within the region. Jon Henschel told the group that the data points collected for the current year will remain the same.

Awards

Pam Keeler discussed the awards program & a potential date for next year's program that works for all Board members.

Unfinished Business

None

New Business

Review and Approval of Plans

Performance Improvement Plan

This plan was sent in the meeting packet for review prior to the meeting. Larry Oliver recommended an edit to change the words "ALS Coordinators" to "jurisdictional coordinators". A motion was made by Larry Oliver with the recommended changes, seconded by Callie Dove, carried unanimously.

Trauma Performance Plan

This plan was sent in the meeting packet for review prior to the meeting. Larry Oliver recommended an edit to change the words "ALS Coordinators" to "jurisdictional coordinators". A motion was made by Larry Oliver with the recommended changes, seconded by Callie Dove, carried unanimously.

CISM Guidelines & Proctols

This plan was sent in the meeting packet for review prior to the meeting. A motion was made by Mike Utley, seconded by Larry Oliver, carried unanimously.

Elections

The slate of Board members and Officers was sent out to the Board prior to tonight's meeting. President Henschel told the group that Jordan Highland was left off the original slate because he misunderstood the e-mail sent by the Director. A motion to accept the slate of Board members was made by Angela Stidham with the addition of Jordan Highland to represent Shenandoah County, seconded by Eddie McClellan. The slate of officers was also sent out to the Board by the nomination committee. The slate includes the following: Jon Henschel- President, Larry Oliver- Vice President, Pam Keeler- Treasurer, Jason Burns- At-Large position, with the Secretary's position continuing to remain vacant. A motion to approve as submitted was made by Mike Utley, seconded by Pam Keeler, and was carried unanimously.

Adjournment

There being no further business to come before the board, a motion to adjourn was made by Pam Keeler, seconded by Larry Oliver and carried unanimously.