

**Lord Fairfax EMS Council  
Board Meeting  
FINAL Minutes  
August 15, 2018**

**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
Jon Henschel	City of Winchester	Josh Gray	Page County
Eddie McClellan	City of Winchester	John Robben	Valley Health
Dr. Chris Turnbull	Reg. Medical Director		

**Staff & Visitors:**

Tracey McLaurin	LFEMS
John Petrie	LFEMS
Don Goff	LFEMS

**Call to Order:**

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

A presentation was made by Handtevy. At the conclusion it was decided that the staff would investigate the costs to implement within the rest of the region, since Frederick County is already implementing it Oct 1. Once costs are determined a decision will be made whether to move forward with a grant application.

**Approval of Agenda**

Hearing no additions, the agenda was approved by unanimous consent.

**Approval of Minutes**

A motion to approve the April 18, 2018 minutes was made by Kevin Catlett, seconded by Dr. Turnbull, and carried unanimously.

**Financial Report**

The General Checking report was distributed by e-mail to the group. A motion to accept was made by Larry Oliver with a second by Mark Barenklau. The motion carried unanimously.

The Communications Fund report was distributed by e-mail to the group. A motion to accept was made by Eddie McClellan with a second by Larry Oliver. The motion carried unanimously.

**Director's Report**

- The Director introduced the new Regional Field Coordinator and the new Systems Coordinator to the group.
- All manikins need to be updated by 2019 with the new standards for providing CPR feedback. Laerdal has offered upgrade kits for a reduced price & we'll be passing that along to all our instructors who want to purchase them. Our order has to be placed by the end of August.
- Council designation is coming up with a deadline of October 1 for all documents to be uploaded to OEMS. As of this date the Councils have yet to receive any guidance documents from OEMS. We've

been told to use what we've done in the past for designation.

- The Council's protocol app has been released. We've received some feedback from a few providers who complained about not being able to zoom the screen without having to use the plus & minus buttons. We discovered that Google only allows the plus & minus buttons versus Apple's ability to pinch the screen. Another provider also wanted to be able to orient the screen both vertical & horizontal. This is not a feature allowed within the app. We plan to add some new features soon such as the regional plans & classes.
- And finally, all jurisdictional funding as of today's date has been received for FY19.

The Field Coordinator also provided a report on the first meeting he attended for the new initiative to help prevent suicide by veterans.

### **President's Report**

No report at this time.

### **State EMS Advisory Board**

Chairman Henschel discussed some of the upcoming topics currently being addressed by the Advisory Board including the approval of the statewide Trauma Triage plan that was approved by the Advisory Board. There was \$3.9 million awarded statewide for RSAF grants with the LFEMS Council agencies receiving roughly \$360,000 of that amount. The DEA is now working closer with manufacturers & the FDA to try to eliminate some of the drug shortages. The state EMS plan is coming back up for review in 2019. The old scholarship plan has been discontinued as it was previously. With the new program, not only will a student be able to apply but agencies will be able to apply as well for funding. The Director injected info on the CE/Auxiliary funding program now available for instructors to apply for. OEMS has told the Councils that the program will continue but we're still awaiting the MOU from OEMS. EMS Symposium registration is now open until October 5. The revision process of the regulations has been a laborious one so far. The committee has voted to move to stage 2. Fatigue management is also coming soon. Policies will need to be developed by each agency in the future. Mental health awareness training will also be coming soon.

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

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

Mark Barenklau reported that when the committee last met, they discussed changing the data requirements for FY20 to something more valuable for future use. With everyone coming online with ImageTrend, it'll make it easier to collect the data needed. Unfortunately it won't come until then since the requirements have already been set for the current fiscal year.

#### **Awards Program**

Nomination forms have been submitted to OEMS by their July deadline for consideration of the state awards in November.

#### **Finance Committee**

Pam Keeler reported that she's working with the Director to move some of the restricted funds to another account to make better interest. She also announced that the audit will begin late September or October with the draft audit coming to the Board for approval at the December meeting.

#### **Protocol Review**

Larry Oliver reported to the group that the committee met at the end of June with suggestions for potential updates to recommend to the Medical Direction Board. Dr. Lindbeck has been consulted to confirm some of the items.

He also discussed shortages. Winchester Medical Center said that valium would be on their shortage list until April, 2019. One suggestion has been to remove that & go straight to versed.

The group will meet again in September to finalize the recommended changes which will hopefully go on to the Medical Direction committee the following month. Rocuronium was discussed and the temperature differences in the summer months so it will go on a 60 day rotation.

**Unfinished Business**

None

**New Business**

**Performance Improvement Plan**

A copy was sent to the group by e-mail for review. A motion was made by Larry Oliver to approve as written, second by Kevin Catlett, with unanimous approval.

**Trauma Performance Improvement Plan**

A copy was sent to the Board members by e-mail. A motion was made by Dr. Turnbull to approve as presented, second by Eddie McClellan, with unanimous approval.

**CISM Guidelines**

A copy was sent to the Board members by e-mail. A motion was made by Eddie McClellan to approve as presented, second by Callie Dove, with unanimous approval.

**Nomination Committee**

The recommended slate of officers & Board members as presented by the Nominating committee was sent to all Board members for review in advance of the meeting, following the bylaws. Since this came from the committee a motion was not needed. The second was received by Larry Oliver with it passing unanimously. The following replacements were made with the remaining Board staying the same:

**Clarke County:**

Carolyn Trent will replace Angela Stidham  
Wade Wilson will replace Jason Burns

**Shenandoah County:**

Bill Streett will replace Jordan Highland

After hearing no nominations from the floor, Dr. Turnbull 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 remains vacant. A motion was made from the floor by Callie Dove for Kevin Catlett to assume the vacant position on the Executive Committee, second by Larry Oliver, with unanimous approval.

Eddie McClellan told the group that the next VHAC meeting is this coming Friday at Warren County starting at 12:00pm.

Mark Barenklau discussed Kathy West's retirement & what Infection Control Concepts will do. Mark is in the process of switching over to the VAVRS curriculum & will take the course at the end of September. Later this year or possibly in January the Designated Infection Control officer instructor curriculum will be released & he plans to take it so that we have a resource in the region.

**Adjournment**

There being no further business to come before the board, a motion to adjourn was made by Larry

Oliver, seconded by Eddie McClellan and carried unanimously at 1952.