

Peninsulas EMS Council Board of Directors Meeting

In Regular Session

July 12, 2006

Meeting Minutes

Members Present

Julie Glover, President

Michael Player

Kirk Havens, PhD.

Mark Westfall

Jaime Sanderson, RN

Scott Hudson, Chair, Northern Neck Pre-hospital Committee

David Rice, RN

Kim Mitchell, MD, Regional Medical Director

Val Sommers (Representing Johannah Monk)

Absent (excused)

Marsha Weatherwax, Treasurer

Liz Martin

David Barrick, Vice President

Willard Hicks, Chair, Peninsula Pre-hospital Committee

Susan Frishkorn, RN

Johannah Monk (Represented)

Absent

Sherry Adkins

Kenny Eades

Guests Present

Wayne Berry, Regional OEMS Representative

Staff Present

Don Wilson

Ellen Vest

John Cooke

Jeannie Dunston

Jeff Meyer

Call to order

The President, Julie Glover, called the meeting to order at approximately 6:20 pm. Michael Player made a motion to accept the minutes of the April 12, 2006 minutes of the meeting of the Board of Directors. The motion was seconded by David Rice and carried without dissent.

Presentations to the Board

It was announced that Captain Wayne Berry of the Newport News Fire Department was recently retired from that position and that he has taken a position with the Virginia Office of EMS as a State Representative. He is now the State Representative for this region, as well as the Tidewater EMS Region. He has resigned his Board membership and Mr. Wilson announced that any board member could nominate a replacement to fill this “at-large” seat. Michael Player, on behalf of the board, invited Mr. Berry to attend any future Board of Directors meeting as well as any Pre-hospital committee meeting. The President thanked Mr. Berry for his faithful service to EMS and the Board in this region.

- **Mr. Wilson presented graphic representations to the Board regarding end-FY06 financial performance, contract deliverables matrix for the year completed and a fiscal snap-shot of liquid assets of the council. Graphics are attached to the council office file copy of these minutes.**
- **Mr. Wilson gave a brief, preliminary overview of FY07 OEMS-PEMS Contract funding and will provide an in-depth analysis of expected funding short-falls and a spending plan which will assure optimum performance during the period**

- **Mr. Wilson announced that the two RSAF Projects for which funding was requested: Tow vehicle for ESF8 (100%) and Spanish Classes (3 classes) were funded during the most recent cycle. Action item: Mr. Berry was asked to secure a complete copy of state-wide RSAF Grant Awards for the past cycle.**
- **Mr. Cooke shared a proposed PEMS Quarterly Report Format with the board and the concept was heartily met with approval and encouragement. The current Annual Report is due at OPEMS by October 1, 2006 and the format will be expanded to include all four quarters of FY06. Henceforth, the Board will be forwarded a copy of the most recent Quarterly Report as a read-ahead for the subsequent meeting of the board. Proposed report attached to the council office file copy of these minutes.**
- **Mr. Wilson gave a brief update on the EMS Education (RCC) Coalition initiative. The RCC Program has been accredited and now we will press local jurisdictions to actually use both campuses to educate their basic and intermediate EMS talent.**
- **Ellen Vest gave a brief description of the “visits” to our Website. She also announced that the Critical Incident Stress Management Team has been very active during the past few months. He also announced that Ellen is undertaking a master’s level education in counseling and, because this is job related development, that PEMS is paying something towards her tuition costs each semester. Ms Vest was lauded by the Executive Director for her leadership in this critical area and for her concerted work to strengthen our Website. John Cooke has also made a significant contribution in the improvement of this important communication tool.**
- **Mr. Wilson briefly described the project undertaken by the Performance Improvement Committee, a sub-committee of the Virginia State Trauma and Oversight Committee in order to meet requirements of the Virginia Code with respect to analysis of data pertaining to trauma injuries. (Mr. Wilson is the Chair of the sub-committee; representing the Executive Directors Group. Mr. Meyer, the PEMS Performance Improvement Specialist is also**

helping on this sub-committee at the request of Mr. Wilson). Essentially, all hospitals in Virginia and all EMS Regional Councils will be given data from the Virginia Tumor Registry which provides, by hospital, the number of deaths attributed to trauma in Calendar Year 2005. By retrospective analysis, regions and hospitals may be able to identify deaths which appear to include less than optimum triage, transport or hospital-to-hospital transfers. Deaths so identified will be analyzed further to establish either plausible explanation or where lessons-learned can be used to strengthen the state and regional Trauma/Triage Plans. Chief Player cautioned to involve facility legal departments as well to assure safe-guarding of protected information. It was emphasized by Mr. Wilson that regional councils will only be given aggregate numbers and not case-specific data. Hospitals will, of course, have case detail with which to work as a partner with regional representatives in doing this analysis.

Old Business

The replacement for Liz Martin as the regional representative to the Virginia Governor's EMS Advisory Board has not yet been announced by the Governor's Office. Our nominees were: Kirk Havens, David Barrick and David Rice.

- **Agency Reports –**
 - **Peninsula – had a large meeting at their last gathering. Willard Hicks indicated that 2 projects were undertaken: a work group was formed to evaluate restocking agreements and procedures and one to look at how prepared nursing homes and similar facilities are prepared for catastrophic events. It was recommended that these working groups be expanded to include two representatives from the Middle and Northern Neck Pre-hospital committees. They will also conduct annual elections at their August meeting.**
 - **Middle Peninsula – small attendance. Some agencies present indicated increased calls. LifeEvac gave a brief presentation on their air medical services. Announced that the next meeting will occur on**

October 10, 2006 (Annual Joint Meeting of the 3 Pre-Hospital Committees). The meeting to be at PEMS Council Office beginning at 6 pm.

- **Northern Neck - Scott Hudson, new Chair, announced that Cookie Haynie was elected as Vice-Chair. He stated that he had reemphasized the purpose of Pre-hospital committees and that he expected each agency to be represented and take an active role. There had been some undercurrent of discord about letting “paid agencies” come to the table, but it was emphasized that in Virginia, EMS administration is an inclusive exercise and that all players are welcome.**

New Business

Mr. Wilson stated that recently an agency requested hospital diversion information regarding a particular hospital. It is the policy of the council that hospitals will have access to diversion statistics and that they, hospitals, may share that information with whomever they desire – the council will not broadcast EMSsystem information.

David Rice announced his imminent transfer to North Carolina and that, in effect, that this would be his last meeting. He was thanked by the President for his contributions to EMS in our region.

Good of the order: The Board will meet next on Wednesday, October 11 at 6 pm in the Council Office. The meeting begins promptly at that hour with a working dinner.

Adjournment: Dr. Havens motioned for adjournment at 7:45 pm; seconded by David Rice and, oddly enough, it carried without objection!

