

Board of Directors
Peninsulas Emergency Medical Services Council, Inc.

P.O. Box 2348

Gloucester, Virginia 23061-2348

IN SPECIAL SESSION

Friday, 31 May 2002

The Board met in Special Session at the Council Offices on May 31, 2002.

Members present:

- **David Barrick Vice President**
- **Elizabeth Martin Treasurer**
- **Frances Bowen Member**
- **Julie Joyner Member**
- **Kim Mitchell Member**
- **Willard Hicks Member**
- **Tracy Hanger Member**
- **Craig S. Rice Member**
- **Don Wilson Secretary**

Members absent:

- **Julie Glover President**
- **Sean MacNulty Member**
- **Mary Morin Member**
- **Ronnie Weston Member**

1. The Board met in Special Session beginning at 0900 on Friday, May 31, 2002 to consider the adequacy of the Peninsulas Emergency Medical Services Council's Mission Statement and Bylaws.

2. The attachment to these minutes is a work product of the Board which was produced during this working session. The Bylaws in force were thoroughly reviewed, updated and, by consensus, considered appropriate for final review when corrections, additions and deletions were affected by the Secretary as directed by the Board of Directors.

3. The Bylaws were to be corrected and disseminated to the Board members not later than Friday, June 7, 2002. Action Officer: Secretary.

4. In addition to the Bylaws, the following items of interest were discussed:

a. The Secretary reported to the members the programmatic elements addressed to the OEMS by which additional funding would be utilized by PEMS should additional funding become available. The attachment to these minutes marked, "Compilation of Regional Director's Input on EMS Council Funding Needs" was electronically provided to all members prior to the work session and is provided for attachment to these minutes for historical reference.

b. The Secretary shared with the members the "Council Attributes" developed by the Regional Directors. These attributes will be used to pattern the operations of all regions as the OEMS Regional Designation Manual is developed. This is a requirement of current laws of the Commonwealth. These documents are attached to provide historical reference. Members present were given copies of the attributes. Members absent will be provided the information under separate cover.

c. A general discussion of Hospital Diversion was undertaken with the end purpose to gain continued support of the efforts of the Regional Directors to initiate a program which seeks to gain a state-wide diversion process. The general consensus was for continuation of Board support for such an effort.

d. It was felt that our current methodology of distributing Regional Protocols needed to be reevaluated. Currently, protocols are distributed by the Council Office in disk format. J&R Graphics also prints the protocols in hard copy which is paid for by the requesting agency. The Secretary will poll the Prehospital Committee Chairs in the Peninsula and Middle Peninsula to determine whether a change is required to the current process. The Secretary was requested to provide the address and telephone number for J&R Graphics:

That information is: J&R Graphics

124 Production Drive

Tabb, Virginia

(757) 595-2602

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5. It was consensus that this meeting would suffice to replace the June meeting of the Board. The Secretary was directed by the Vice President to check with the President to seek approval of this action.

Subsequent contact with the President indicated concurrence. She will call a meeting in Regular Session at a date to be determined.

6. The meeting in Special Session concluded at 3:40 pm.

Submitted:

Don D. Wilson

Executive Director

Secretary to the Board of Directors