

## **Peninsulas Board of Directors Meeting**

**April 12, 2006**

**6PM**

### **Members Present**

**Willard Hicks, Captain, James City County Fire and Life Safety, Chair Peninsula Pre-hospital Committee**

**Julie Glover, York County High School Teacher (PEMS BD. President), Chair, Middle Peninsula Pre-hospital Committee**

**Wayne Berry, Captain, Newport News Fire Department**

**David Barrick, Assistant Chief for EMS, Newport News Fire Dept. (PEMS BD. VP)**

**Kirk Havens, PhD., Scientist, Virginia Institute of Marine Science**

**Michael Player, Assistant Chief, York County Fire and Life Safety**

**Jaime Sanderson, ED Supervisor, Sentara Williamsburg Hospital**

**Marsha Weatherwax. VP Old Point Bank (PEMS BD. TREASURER)**

**David Rice, RN, Director, ED, Rappahannock General Hospital**

**Kimberly Mitchell, MD (PEMS RMD)**

### **Excused**

**Mark Westfall, EMS Coalition Representative**

**Johanna Monk, VP Patient Services, Mary Immaculate Hospital**

**Kenny Eades, Northumberland County Administrator**

**Liz Martin, VP and Administrator, Riverside Tappahannock Hospital**

### **Absent**

**Susan Frishkorn, RN, ED Supervisor, Riverside Walter Reed Hospital**

**Sherry Adkins, ED Supervisor, Sentara Careplex**

**Craig Rice, Chair, Northern Neck Pre-hospital Committee**

### **Staff Present**

**Don Wilson, Executive Director**

**John Cooke, Assistant Director**

**Jeannie Dunston, Administrative Assistant**

**John Davenport, Rural Field Coordinator**

**Jeff Meyer, Regional QI Coordinator**

### **Call to Order**

The President called the meeting to order at approximately 6:16 pm. Motion to accept the minutes was made by Michael Player, seconded by Marsha Weatherwax and approved without dissent.

The President introduced Johanna Monk, Vice President of Patient Services at Mary Immaculate and introduced Jeffrey Meyer, the Regional QI Coordinator

The President asked all present to state their names and to identify their representative affiliation.

### **Presentations to the Board**

Don Wilson presented the following (all supporting documents behind the Council Office File Copy of these Minutes for reference):

- Update on FY06 OEMS-PEMS Deliverables Contract
- Financial Posture Update
- Education Coalition Update
- RSAF Rodeo report-out. Requests from 6 agencies were presented to the RSAF Review Committee. The Grades were transmitted to OEMS on April 11, 2006 as required. Governor expected to approve by July 1, 2006.
- Explained the proposed FY07 budget and how a new automated system is being used to stream-line the budget process. The Board approved the concept of having the Executive Committee review, amend, and approve budget proposals
- Updated on the Regional EMS Awards input
- Update on RSAF Recruiting Kiosk initiative was given – it has proven so popular that all eleven EMS Regions will receive the kiosk

Other staff reports –

- John Cooke announced upcoming training for Preceptors and EMT-B Evaluator Training
- John Cooke informed the Board that the Medical Advisors Committee had developed a letter to all agencies regarding guidance with the new American Heart Association requirements regarding CPR and what would be expected of agency personnel until the PEMS Protocol and Policy document is amended to reflect compliance

### **Old Business**

Northern Neck Pre-hospital Committee Leadership – it was announced that Scott Hudson has been elected as the new Chair of this committee. Conversation ensued

regarding formal recognition of Craig Rice, outgoing Chair. The staff will prepare an appropriate letter to Mr. Rice thanking him for his service.

Don Wilson recommended to the Board that two existing Regional EMS Awards be renamed in honor of the following contributors to EMS:

- **Contribution to Excellence**                      **To become the Ronnie Weston award for Excellence**
- **Nurse with Contribution**                      **The Melissa Holloway Award for Nurse, etc.**

This recommendation was approved without dissent.

### New Business

Mr. Wilson announced that the term of Elizabeth Martin as the PEMS Regional Representative on the Governors EMS Advisory Board was expiring this summer and that the Council had received a formal request from the Office of EMS to nominate at least three people to replace her. The nominations must be in a formal format provided by the Governors Office and have attached to each application a resume or CV. The term of this appointment is 3 years. The nominations must be submitted to the Secretary for Administration prior to end April. The Governor's Office makes the final decision and announces each appointment.

The Boards of Directors nominated; Dr. Kirk Havens, Marsha Weatherwax, David Rice and David Barrick. Willard Hicks was also nominated, but declined the nomination. The Executive Director was directed to work with each nominee to complete required application procedures and to forward the nominations under cover letter to the Governor's Office prior to the deadline. *Action item: Executive Director*

### Good of the order

### Adjournment

David Barrick made a motion to adjourn, second by Marsha Weatherwax and so stipulated without dissent. The meeting ended at about 8:10 pm. The Board will

**meet next, in Regular Session, on Wednesday, July 12, 2006 with dinner and meeting to begin promptly at 6:00 pm at the Council Office.**

**Respectfully submitted:**

**Don D. Wilson  
Secretary to the Board of Directors**