



**Peninsulas Emergency Medical Services Council, Inc.**

PO Box 1276, 6876 Main Street

Gloucester, VA 23061

Office (804) 693-6234 - Fax (804) 693-6277

**Board of Directors Meeting Minutes**

**Meeting Date: 21 December 2016**

**Meeting Location: PEMS**

**Chaired By: J. Glover**

**Begin Time: 6:30 p.m.**

**End Time: 7:46 p.m.**

**Minutes Submitted By: P. Hoyle**

**Draft Approved Date: 03-15-17**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff:</b>	<b>Others:</b>
David Barrick	Jeff Beasley	Paul Hoyle	Wayne Berry
Lisa Dodd	James Carter	Debbie Thomas	
Julie Glover	Greg Coffman		
Arthur Jacobs	Elizabeth Cumbie		
Karen Kramer	William Dent		
Cheryl Lawson	Linnie Green		
Rick McClure	Kimberly Harper		
Michael Player	Lauren Hogge		
Gaylord Ray	Greg Hunter		
Jason Sweet	Nichole Knott		
Sadie Thurman	Travis Mitchell		
Ed Walker	James McCorry		
Frank Wingfield	Mark Nugent		
	Jeff Sensenig		
	Brent Weber		

<b>Item</b>	<b>Discussion</b>	<b>Action Required</b>	<b>By Whom/When</b>
Call to Order	At 18:30 by J. Glover		
Introductions	Pledge of Allegiance.		
Consent Calendar	Consent Calendar* a. Board Minutes 09 21 16 PEMS Board of Directors Meeting Minutes (Draft) b. Treasurer's Report & Financial Documents (1) PEMS Budget vs Actual Financial Statement 7 1 16 to 12 20 16 (2) PEMS Profit and Loss Statement 7 1 16 to 12 20 16 c. Committee Meeting Documents (1) Behavioral Health Task Force		

Item	Discussion	Action Required	By Whom/When
	<p>09 14 16 PEMS Behavioral Health Task Force Meeting Agenda</p> <p>(2) Board of Directors Executive Committee</p> <p>10 24 16 PEMS Board of Directors Executive Committee Meeting Agenda</p> <p>10 24 16 PEMS Board of Directors Executive Committee Meeting Minutes (Draft)</p> <p>(3) Critical Incident Stress Management Team</p> <p>09 19 16 PEMS Critical Incident Stress Management Team Meeting Agenda</p> <p>06 20 16 PEMS Critical Incident Management Team Meeting Minutes</p> <p>09 19 16 PEMS Critical Incident Stress Management Team Meeting Minutes (Draft)</p> <p>(4) Consolidated Testing System Committee</p> <p>08 30 16 PEMS Consolidated Testing System Committee Meeting Agenda</p> <p>08 30 16 PEMS Consolidated Test Site Committee Meeting Minutes (Draft)</p> <p>08 30 16 PEMS Consolidated Test Site Committee Meeting Minutes</p> <p>11 21 16 PEMS Consolidated Testing System Committee Meeting Agenda</p> <p>11 21 16 PEMS Consolidated Testing System Committee Meeting Minutes (Draft)</p> <p>(5) Eastern Virginia Health Care Coalition</p> <p>11 03 16 Eastern Virginia Healthcare Coalition Meeting Agenda &amp; Minutes</p> <p>12 01 16 Eastern Virginia Healthcare Coalition Meeting Agenda</p> <p>(6) EMS Operations Committee</p> <p>07 05 16 EMS Operations Committee Meeting Agenda &amp; Minutes</p> <p>10 04 16 PEMS EMS Operations Committee Meeting Agenda</p> <p>10 04 16 PEMS EMS Operations Committee Meeting Minutes (Draft)</p> <p>01 03 17 PEMS EMS Operations Committee Meeting Agenda</p> <p>(7) HR MMRS ST</p> <p>09 08 16 Hampton Roads Metropolitan Medical Response System Strike Team Committee Meeting Minutes</p> <p>11 17 16 Hampton Roads Metropolitan Medical Response System Leadership Group Meeting Agenda</p> <p>(8) Medical Advisory Committee</p> <p>09 08 16 PEMS Medical Advisory Committee Meeting Minutes (Draft) pdf</p> <p>12 08 16 Joint PEMS TEMS Operational Medical Directors Meeting Agenda (Draft)</p> <p>12 08 16 PEMS Medical Advisory Committee Meeting Agenda (Draft)</p> <p>12 08 16 PEMS Medical Advisory Committee Meeting Agenda</p> <p>(9) Mass Casualty Incident Workgroup</p> <p>10 27 16 PEMS TEMS Mass Casualty Incident Workgroup Meeting Minutes</p> <p>(10) Pharmacy Committee</p> <p>08 03 16 PEMS Pharmacy Committee Meeting Minutes</p> <p>11 02 16 PEMS Pharmacy Committee Agenda</p> <p>(11) Performance Improvement Committee</p> <p>07 11 16 PEMS Performance Improvement Committee Minutes</p> <p>10 17 16 PEMS Performance Improvement Committee Meeting Agenda</p> <p>10 17 16 PEMS Performance Improvement Committee Minutes (Draft)</p> <p>(12) Peninsulas Interfacility Coordination Organization</p> <p>07 21 16 PEMS Peninsulas InterFacility Cooperation Organization Meeting Agenda</p>		

Item	Discussion	Action Required	By Whom/When
	<p>10 20 16 Peninsulas Interfacility Coordination Organization Committee Meeting Agenda</p> <p>(13) Peninsulas Instructor Network</p> <p>(14) Protocols, Policies and Procedures Committee</p> <p>10 13 16 PEMS Protocols Policies &amp; Procedures Committee Meeting Agenda (Draft)</p> <p>(15) STEMI Task Force</p> <p>08 25 16 PEMS STEMI Task Force Meeting Minutes</p> <p>10 13 16 PEMS Stoke Triage Task Force Meeting Agenda (Draft)</p> <p>11 17 16 PEMS STEMI Task Force Meeting Agenda (Draft)</p> <p>11 17 16 PEMS STEMI Task Force Meeting Agenda</p> <p>11 17 16 STEMI Task Force Meeting Minutes (Draft)</p> <p>(16) Stroke Task Force</p> <p>07 14 16 PEMS Stroke Task Force Meeting Minutes</p> <p>10 13 16 PEMS Stroke Task Force Meeting Agenda</p> <p>10 13 16 PEMS Stroke Triage Task Force Meeting Minutes (Draft)</p> <p>(17) Trauma Triage Task Force</p> <p>09 08 16 PEMS Trauma Triage Task Force Meeting Minutes</p> <p>12 15 16 PEMS Trauma Task Force Meeting Agenda (Draft)</p> <p>12 15 16 PEMS Trauma Task Force Meeting Agenda</p> <p>d. PEMS Policies and Procedures</p> <p>00 001 CISM Draft 12 12 16</p> <p>00 001 Consolidated Testing Draft 9 21 16</p> <p>PEMS CTS Consolidated Test Site Logistics Coordinator (12 16)</p> <p>PEMS CTS Consolidated Test Site Senior Evaluator (12 16)</p> <p>e. Regional Planning Document</p> <p>PEMS Continuity of Operations Plan (2016 Draft)</p> <p>f. Staff Quarterly Reports</p> <p>PEMS 2QFY17 EMS Field Coordinator (Clinical Programs) Quarterly Report</p> <p>PEMS 2QFY17 EMS Field Coordinator (Operations) Quarterly Report</p> <p>PEMS 2QFY17 PEMS Planning and Emergency Management Coordinator Quarterly Report</p> <p>g. PEMS FY16 Annual Report (Draft)</p> <p>Motion by C. Lawson to accept Consent Calendar. Second by G. Ray. Motion passed unanimously.</p>		
Membership Changes	<p>Expiring Terms – Licensed EMS Agency (Middle Peninsula) – K. Kramer has reached the end of her 3 year term of appointment to the Board. She is the last remaining Board member nominated to the Board from the pre-existing Prehospital Committees.</p> <p>Renewing Members – None</p> <p>New Members</p> <p>Licensed EMS Agency (Middle Peninsula) – Greg Hunter of King &amp; Queen County Emergency Services has been nominated by the EMS Operations Committee to replace outgoing member K. Kramer.</p>		

Item	Discussion	Action Required	By Whom/When
	<p>Licensed EMS Agency (Virginia Peninsula) – Jason Sweet of James City County Fire Department has been nominated by the EMS Operations Committee to fill the standing vacancy. G. Hunter and J. Sweet were approved by the Board unanimously without comment.</p>		
President’s Report	<p>President’s Award – M. Player presented K. Kramer with President’s Award in recognition of her service to the region and the Board over the last three years.</p> <p>PEMS Funding – J. Glover advised that the Executive Committee will begin meeting monthly to address funding challenges for the Council and to assist in seeking alternative funding for non-contract programs and projects taken on by PEMS. One item identified for action is the raising of the local government assessment rate from \$0.10 per capita to \$0.13.</p>		
Vice President’s Report	No report		
Secretary/Executive Director Report	No report		
PEMS Updates			
OEMS Report			
Old Business			
New Business			
Good of the Order	<p>Future Board of Directors Meetings – 6:00 p.m. on 15 March, 2017.</p> <p>Important Dates:</p> <p>Recognition of D. Barrick – D. Barrick was recognized by C. Lawson, representing Newport News Fire Department, for his service to the city of Newport News, the PEMS regional EMS system, and the Board of Directors for his service over 40 years. Congratulations to David on his retirement.</p> <p>Presentation of Lapel Pins – M. Player presented each BOD member with an original lapel pin purchased by the PEMS Council in the early 1980’s. These pins were recently discovered and contain the original PEMS logo from 1976.</p> <p>Attendance verified.</p>		
Adjournment	Meeting adjourned at 7:46 p.m.		