



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 June 2017

Meeting Location: PEMS

Chaired By: J. Glover

Begin Time: 6:30 p.m.

End Time: 8:27 p.m.

Minutes Submitted By: P. Hoyle

Draft: Approved Date: 12-20-17

Members Present:	Members Absent:	Staff:	Others:
David Barrick	Jeff Beasley	Jeff Bendit	Wayne Berry
William Dent	James Carter	Seth Craig	Terry McGregor
Lisa Dodd	Greg Coffman	Paul Hoyle	
Julie Glover	Elizabeth Cumbie		
Linnie Green	Kimberly Harper		
Greg Hunter	Lauren Hogge		
Arthur Jacobs	Nichole Knott		
Robert Lee	Cheryl Lawson		
Masterson, David	James McCorry		
Rick McClure	Mark Nugent		
Michael Player	Gaylord Ray		
Caroline Smith	Jeff Sensenig		
Jason Sweet	Brent Weber		
Sadie Thurman			
Ed Walker			
Frank Wingfield			

Item	Discussion	Action Required	By Whom/When
Call to Order	At 18:30 by J. Glover		
Introductions	Pledge of Allegiance. Those in attendance introduced themselves.		
Consent Calendar	Consent Calendar* <ul style="list-style-type: none"> a. Board Minutes <ul style="list-style-type: none"> 03 15 17 PEMS Board of Directors Meeting Minutes (Draft) b. Board of Directors Executive Committee - None c. Treasurer's Report & Financial Documents d. Committee Meeting Documents <ul style="list-style-type: none"> 1) Behavioral Health Task Force 		

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	<ul style="list-style-type: none"> 03 08 17 PEMS Behavioral Health Task Force Meeting Minutes 06 14 17 PEMS Behavioral Health Task Force Meeting Agenda (Draft) 06 14 17 PEMS Behavioral Health Task Force Meeting Agenda 2) Critical Incident Stress Management Team 3) Consolidated Testing System Committee <ul style="list-style-type: none"> 02 22 17 PEMS Consolidated Testing System Committee Meeting Minutes 06 12 17 Consolidated Test Site Committee Meeting Agenda (Draft) 06 12 17 PEMS Consolidated Testing System Committee Meeting Minutes (Draft) 4) Eastern Virginia Health Care Coalition <ul style="list-style-type: none"> 03 02 17 Eastern Virginia Healthcare Coalition Meeting Minutes 04 06 17 Eastern Virginia Healthcare Coalition Meeting Agenda 05 04 17 Eastern Virginia Healthcare Coalition Meeting Agenda 5) EMS Operations Committee <ul style="list-style-type: none"> 01 03 17 PEMS EMS Operations Committee Meeting Minutes 04 04 17 PEMS EMS Operations Committee Meeting Minutes (Draft) 07 11 17 PEMS EMS Operations Committee Meeting Agenda (Draft) 6) HR MMRS ST - None 7) ICCT <ul style="list-style-type: none"> 04 04 17 PEMS Interfacility & Critical Care Transport Committee Meeting Minutes (Draft) 07 11 17 PEMS Interfacility Critical Care Transport Committee Meeting Agenda (Draft) 8) Medical Advisory Committee <ul style="list-style-type: none"> 03 09 17 PEMS Medical Advisory Committee Meeting Minutes 06 08 17 PEMS Medical Advisory Committee Meeting Minutes (Draft) 9) Mass Casualty Incident Workgroup <ul style="list-style-type: none"> 01 24 17 PEMS TEMS Hampton Roads MCI Working Group Meeting Minutes & Roster 02 21 17 Hampton Roads MCI Working Group Meeting Minutes & Attendance 10) Pharmacy Committee <ul style="list-style-type: none"> 02 01 17 PEMS Pharmacy Committee Meeting Minutes 05 03 17 PEMS Pharmacy Committee Meeting Agenda (Draft) 05 03 17 PEMS Pharmacy Committee Meeting Minutes (Draft) 11) Performance Improvement Committee <ul style="list-style-type: none"> 04 10 17 PEMS Performance Improvement Committee Meeting Agenda (Draft) 12) Peninsulas Interfacility Coordination Organization <ul style="list-style-type: none"> 04 20 17 PEMS Interfacility Cooperation Organization Meeting Agenda (Draft) 13) Peninsulas Instructor Network - None 14) Protocols, Policies and Procedures Committee <ul style="list-style-type: none"> 01 12 17 PEMS Protocols, Policies & Procedures Committee Meeting Minutes 02 09 17 PEMS Protocols, Policies & Procedures Committee Meeting Minutes 03 09 17 PEMS Protocols, Policies & Procedures Committee Meeting Minutes (Draft) 04 13 17 PEMS Protocols, Policies & Procedures Committee Meeting Agenda (Draft) 05 11 17 PEMS Protocols, Policies & Procedures Committee Meeting Agenda (Draft) 05 11 17 PEMS Protocols, Policies & Procedures Committee Meeting Minutes (Draft) 06 08 17 PEMS Protocols, Policies & Procedures Committee Meeting Minutes (Draft) 		

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	<p>15) STEMI Task Force 05 11 17 PEMS STEMI Task Force Meeting Minutes (Draft)</p> <p>16) Stroke Task Force 01 12 17 PEMS Stroke Task Force Meeting Minutes 04 13 17 PEMS Stroke Task Force Meeting Agenda (Draft) 04 13 17 PEMS Stroke Task Force Meeting Agenda 04 26 17 PEMS Stroke Task Force Meeting Minutes (Draft)</p> <p>17) Trauma Triage Task Force 06 08 17 PEMS Trauma Triage Task Force Meeting Agenda (Draft) 06 08 17 PEMS Trauma Triage Task Force Meeting Agenda 06 08 17 PEMS Trauma Triage Task Force Meeting Minutes (Draft)</p> <p>18) PEMS Policies and Procedures 05 004 PEMS EMS Field Coordinator Clinical Care (4 17) 05 005 EMS Field Coordinator Clinical Programs (4 17) 05 006 EMS Field Coordinator Operations (4 17) 06-006 Pharmaceutical Shortages Affecting PEMS Medication Kits (4 17)</p> <p>19) Regional Planning Document 2018 - 2020 PEMS Strategic Plan (Final Draft) HRMCIRG March 2017 Final PEMS Emergency Department Supply Replacement Form v0617 2014 PEMS Regional Ambulance Restocking Agreement (Hospital)(06 17 Review) 2014 PEMS Regional Ambulance Restocking Agreement (EMS)(2017 Review) 2017 PEMS Policies & Procedures Manual (CISM)</p> <p>20) Staff Quarterly Reports PEMS 4QFY17 PEMS Field Coordinator Clinical Care Quarterly Report PEMS 4QFY17 EMS Field Coordinator (Operations) Quarterly Report PEMS 4QFY17 EMS Field Coordinator (Clinical Programs) Quarterly Report PEMS 4QFY17 PEMS Planning and Emergency Management Coordinator Quarterly Report</p> <p>Motion by R. McClure accept Consent Calendar. Second by R. Lee. Motion passed unanimously.</p>		
Membership Changes	<p>Expiring Terms State EMS Advisory Board – Cheryl Lawson – unsure of exact expiration date. Will confirm prior to September Board meeting.</p> <p>Middle Peninsula (Government) – Mark Nugent (03-19-14) – M. Rath is resigning his position with Middlesex County.</p> <p>Resigning Members Caroline Smith (Hospital - Bon Secours Mary Immaculate Hospital) – Resigning due to leaving Bon Secours MIH employment.</p> <p>Renewing Members - None</p>		

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	<p>New Members Hospital (Sentara Williamsburg Regional Medical Center) – David Masterson presented to the Board to represent SWRMC and confirmed by acclamation.</p> <p>Vacancies City/County Government (Middle Peninsula) – This vacancy will be presented to the EOC at their next scheduled meeting for action.</p> <p>Hospital (Bon Secours Mary Immaculate Hospital) – C. Smith advised that BSMIH will be contacting the Council regarding her replacement.</p>		
President’s Report	Nomination Committee – J. Glover requested volunteers to serve on the Board Officer Nomination Committee. A. Jacobs, D. Barrick and R. Lee volunteered to serve and will report out during the September Board meeting.		
Vice President’s Report	No report		
Secretary/Executive Director Report	<p>Conflict of Interest Disclosures – the following Board Members do not have COI forms on file:</p> <p>Knott, Nichol McCorry, James Weber, Brent</p>		
PEMS Updates	Staff Update – M. Player introduced Seth Craig who has been hired to assume the Field Coordinator (Clinical Care) position.		
OEMS Report	W. Berry discussed new personnel at OEMS and information technology improvements taking place, particularly with the agency and council portal functions. M. Player expressed appreciation of the Council for the great work being done with regard to data reporting from OEMS to the region.		
Old Business	Bylaws and Resolution – Draft bylaws and resolution have been posted for comment since the March Board meeting. No comments were received. Motion by R. McClure to approve Bylaws as presented. Second by A. Jacobs. Motion passed unanimously. Motion by D. Barrick to approve Resolution as posted. Second by E. Walker. Motion passed unanimously.		
New Business	<p>FY 2018 OEMS Contract – M. Player presented the draft OEMS contract presented for approval to OEMS. The contract has been approved as presented by the Executive Committee of the Board and forwarded to OEMS for approval. The Board approved the action of the Executive Committee by unanimous vote. (Attached.)</p> <p>FY 2018 Continuing Education & Auxiliary Training MOU – M. Player presented the draft CE & AT MOU presented for approval to OEMS. The MOU has been approved as presented by the Executive Committee of the Board and forwarded to OEMS for approval. The Board approved the action of the Executive Committee by unanimous vote. (Attached.)</p> <p>FY 2018 PEMS Budget – M. Player presented the draft PEMS budget presented for approval to OEMS. The budget has been approved as presented by the Executive Committee of the Board and forwarded to OEMS for approval. The Board approved the action of the Executive Committee by unanimous vote. (Attached.)</p>		
Good of the Order	Legislative Report – Terry McGregor presented an update on “EMS on the Hill” and pending legislation that		

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	<p>has the potential to impact EMS in the region. (Presentation attached.)</p> <p>Future Board of Directors Meeting 6:00 p.m. on 20 September and 20 December, 2017.</p> <p>Attendance verified.</p>		
Adjournment	<p>Motion to adjourn by D. Barrick. Second by E. Walker. Motion approved unanimously. Meeting adjourned at 8:27 p.m.</p>		