



**Peninsulas Emergency Medical Services Council, Inc.**  
**Critical Incident Stress Management**  
*Regular Session*

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**AGENDA**

Monday, March 19, 2018 at 7 PM

*PEMS Office – Dunston Room or*

*\*Teleconference at <http://global.gotomeeting.com/join/299395429>*

1. Call to Order
2. Introductions
3. Approval of Minutes:
  - a. Date of Last Minutes- December 11, 2017
4. Staff Report
  - a. Protocol Roll out was done on March 1<sup>st</sup>, 2018. Free app is available for everyone
  - b. Trauma Symposium April 27<sup>th</sup>, 2018
  - c. CHKD Pedi Trauma Symposium
  - d. BHTF Chair is Terrance McGregor
  - e. Regional Awards Nominations due by April 20<sup>th</sup>
  - f. EMS Day at Busch Gardens and Awards Ceremony May 19<sup>th</sup>
5. Team Goals and Objectives
  - a. Building the team
  - b. Team training-*what training would team like to see?*
  - c. Vacant Team Positions
  - d. One pending application
6. State Committee Report
7. Old Business
  - a. Who takes the minutes
  - b. CISM training at Symposium
  - c. CISM Team member to be represented on the Behavioral Health Taskforce.
  - d. Don did the training on when a defusing becomes a debriefing.
  - e. CISM Team decided that the meetings would continue on the 3<sup>rd</sup> Monday
  - f. State Application (PEMS).
  - g. Behavioral Health Taskforce Report (PEMS).
  - h. PCIS (Jeff, Don).
  - i. Team Retreat (Don and Sam).
  - j. ~~Getting Reporting online.~~

*In accordance with the Americans with Disabilities Act (ADA), the Peninsulas Emergency Medical Services (PEMS) Council, Inc is committed to ensuring that individuals with disabilities are not denied an opportunity to participate in and benefit from any service, program, or activity offered by the PEMS Council. Persons with disabilities who anticipate needing special accommodations or have questions about physical access may call (804) 693-6234 in advance of the program*



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8. New Business
  
9. Good of the Order
  - a. Date of Next Meeting June 18<sup>th</sup>, 2018
  - b. Verify Attendance
  - c. Good of the order.
  
10. Adjournment to closed session for Team Report.

\*To join the audio portion of this meeting: 571-317-3122. Internet audio: Select the internet audio option after joining meeting. If prompted, enter the meeting number: 299-395-429, then press #.

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

PO Box 1297, 6876 Main Street

Gloucester, VA 23061

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

**Critical Incident Stress Management Team Meeting Minutes**

**Regional Response Team**

**Meeting Date: 3/19/2018**

**Meeting Location: PEMS Jeannie  
Dunston Room**

**Chaired By: Ellen Vest**

**Begin Time: 7:08 PM**

**End Time: 8:11 PM**

**Minutes Submitted By: A.Ashe**

**Draft: Approved Date:6-13-19**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff:</b>	<b>Others:</b>
Vest, Ellen	Hammack, Jeffery	Ashe, Amy	
Fitzpatrick, Jack	Hammack, Denise		
Frye, Sam (TC)	Kinsella,Robin		
Smith, Jenna	McGregor, Terry		
Kreis, Hershel	Tandy,Linda		
Martin,Don(TC)	Wilkins,Andrew		
Smagalski, Faith(TC)			
Gleason, John			

<b>Item</b>	<b>Discussion</b>	<b>Action Required</b>	<b>By Whom/When</b>
Call to Order	E. Vest calls meeting to order at 7:08 PM.		
Minutes	Minutes from 12-11-17 meeting approved. Motion by Faith Smagalski Second by Hershel Kreis		
Introductions/Member ship changes	Attendance as recorded above. Remove following people from the CISM Roster: Wayne Berry, Dawn Linton, Annmay Morant, Tim Perkins		

Item	Discussion	Action Required	By Whom/When
Staff Report	<p>Protocol Roll out was done on March 1<sup>st</sup>,2018. Free app is available for everyone  Trauma Symposium April 27<sup>th</sup>, 2018  CHKD Pedi Trauma Symposium  BHTF Chair is Terrance McGregor  Regional Awards Nominations due by April 20<sup>th</sup>  EMS Day at Busch Gardens and Awards Ceremony May 19<sup>th</sup></p>		
State Committee Report	None		
Old Business	<p>Who takes the minutes-PEMS Staff  CISM training at Symposium-NA  CISM Team member to be represented on the Behavioral Health Taskforce-Don  Don did the training on when a defusing becomes a debriefing-NA  CISM Team decided that the meetings would continue on the 3<sup>rd</sup> Monday  State Application (PEMS)-Pending  Behavioral Health Taskforce Report (PEMS). Broke off into subcommittees, Provder health and Patient Care  Team Retreat-Sam and Don</p>	Sam and Don to FU	
New Business	<p><b>Team Goals and objectives:</b>  <b>Building the Team:</b> The PEMS FT Staff position will allow more time and focus to building the team membership. The FT person will begin being the Team Administrator. This will take affect on July 1<sup>st</sup>, 2018.  One application pending awating on meeting with Don Martin  Will Armstrong still interested but needs training  Reach out to the Department and see if we can recruit the memebbers from them. Work on mutual aid agreemtns to work together and call on each other for incidents.  Offe to do training at the monthly squad meetings to use as opportunity to interest new members. Such as mock debriefing  State police and Fire academy training  <b>Team Training:</b> What to do when the debriefing goes wrong, Provider health training, Team retreat, mini lessons done by Don, compassion training.  Find funding for training and venue  Approach deptartmetns to go to the trainins they are offering  <b>Vacant Team Positions:</b> Covered in discussion above  <b>Application:</b> One pending  Sub Group for PSA  Discussed PEMS Staff member beign required to do the training. If the staff if going to be Team Administartors then allow them toparticipate in the Team Reports. Have to meet the requirements of other team members.  Voted to allow Amy Ashe to stay for Team Report: Jack made motion, Don seconded</p>		

Item	Discussion	Action Required	By Whom/When
Next Meeting	Monday June 18th, 1900 in PEMS Jeannie Dunston Room.		
Adjournment to closed session for Team Report		Closed session	