



Peninsulas Emergency Medical Services Council, Inc.

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Gloucester, VA 23061

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Critical Incident Stress Management Team Meeting Minutes

Regional Response Team

Meeting Date: 12/11/2017

Meeting Location: Teleconference

Chaired By: Ellen Vest

Begin Time: 19:06 PM

End Time: 19:43 PM

Minutes Submitted By: A. Ashe

Draft: X **Approved Date:**

Members Present:	Members Absent:	Staff:	Others:
Vest, Ellen	Berry, Wayne	Bendit, Jeffrey	
Fitzpatrick, Jack	Linton, Dawn	Ashe, Amy	
Martin, Donald	McGregor, Terry		
Jacobs, Jenna	Morant, Annmay		
Tandy, Linda	Hammond, Denise		
Foster, Jennifer	Kinsella, Robin		
Wilkins, Andrew	Hammond, Denise		
Gleason, John	Kinsella, Robin		
Kreis, Hershel	Linton, Dawn		
Frye, Sam	Morant, Annmay		
Foster, Jennifer	Perkins, Tim		
	Smagalski, Faith		
	Hammack, Jeffrey		

Item	Discussion	Action Required	By Whom/When
Call to Order	E. Vest calls meeting to order at 7:06 PM.		
Minutes	Draft minutes were voted on pending changes that will be submitted by D.Martin	Changes by Friday	D. Martin
Introductions/Member ship changes	Attendance as recorded above. Ellen wanted to put members Jeff Hammack and Robin Kinsella on LOA for medical reasons Motion was Don Martin Second was Linda Tandy		

Item	Discussion	Action Required	By Whom/When
	Jennifer Foster was put on the team November 2016- Palyer has minutes from when he was filling in.	Attend Behavior Health Task Force Meetings	D. Martin/ Quarterly
Staff Report	A.Ashe Quaterly Deliverables- Manual due next September, Contact infortion needs updating, Training needs documented and available. Team wants copy of Deliverables from Staff All training was done by D. Martin. Last training was done at Retreat in March 2016.	Email Deliverables	A.Ashe
State Committee Report	None		
Old Business	<p>a.State Application by Staff</p> <p>b. Report from BHTF group meetings were postponed until FT Staff was added-next meeting is Jan D.Martin is representative from CISM</p> <p>c. PCIS take time to write a grant to get the program funded to get it going.(Post Critical Incident Seminar) EXTRA: Need to increase membership with current team members out with medical. Use Amy to increase team. Need another mental health provider.</p> <p>d. Team Retreat- D.Martin and John, use as a Team building.1</p> <p>e.Reporting Online-check into TEMS online section for filling out reports online and submitting. Check to see how they do it and even if it is the basic info to be able to collect that data.</p> <p>f. Power Point- no discussion</p> <p>g. Symposium-Ellen-ICIF Classes offered, Blended form of Stress Mngt that includes interventions and another format. Other councils are moving in that direction. D.Martin Stress first aid is not CISM,it is not trained people Peer to Peer support within a department. WE need to talk to agencies to see what they are doing.</p> <p>h.New Applicant needs reviewing</p> <p>Online Application not available to be fillable due to Adobe limitations</p>	<p>Follow Up Cont' Follow Up</p> <p>Follow Up @ New Year Check</p> <p>Needs emailed with out personal info to D.Martin and E.Vest</p>	<p>D.Martin & A.Ashe A.Ashe</p> <p>A.Ashe</p>
New Business	Dinner Meetin at Olivas- Need to check date it is state holiday staff can not attend	Follow Up with Survey Monkey	E.Vest

Item	Discussion	Action Required	By Whom/When
Next Meeting	To be determined it is work group session at Olivas		
Adjournment to closed session for Team Report		Closed session	

DRAFT