



Peninsulas Emergency Medical Services Council, Inc.
Consolidated Testing Committee
Regular Session

AGENDA

Wednesday, February 22, 2017 at 7 PM

PEMS Office – Dunston Room

*Teleconference at CTS Committee Meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/416588077>

1. Call to Order
2. Introductions
3. Approval of Minutes
 - a. 11-21-16
4. Staff Report
 - a. PEMS Events
5. State Report
6. Site Reports
 - a. 12/8//16 Middlesex High School cancelled
 - b. 1/19/17 Union Baptist Church (Large group)
 - c. 2/16/16 Hampton Fire Training Center
7. Old Business
 - a. Job Descriptions: Senior Evaluator, Logistics Coordinator.
 - b. Test Site Dates 2017/2018.
 - c. Schedule evaluator course and senior evaluator course.
8. New Business
 - a. Election of Chair and Co-Chair for 2 year term overdue.
9. Good of the Order
 - a. Next meeting scheduled for 05/22/2017 from 1900-2100 at PEMS.
10. Adjournment

*To join the audio portion of this meeting using your phone: 1 (646) 749-3122.

Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.

Dial +1 (646) 749-3122

Access Code: 416-588-077

Audio PIN: Shown after joining the meeting

Meeting ID: 416-588-077

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PEMS CTS Meeting Minutes

A Subcommittee of the Board of Directors

Meeting Date: 02/22/17

Meeting Location: PEMS

Chaired By: M. Tate

Begin Time: 07:04 PM

End Time: 7:44 PM

Minutes Submitted By: J. Bendit

Draft: Approved Date: 06-12-17

Members Present:	Members Absent:	Staff:	Others:
Johnston, Carl	Berry, Wayne	Bendit, Jeffrey	
Kauffman, Janice	Burgess, Anita	Player, Michael	
Marr, John	Gabany, Roxane		
Pere, Gale (TC)	Holloway, Michael		
Smith, Sandi	Johnson, Kim		
Tate, Barry (TC)	King, Yvette		
Tate, Michael	Mason, Curtis		

Item	Discussion	Action Required	By Whom/When
Call to Order	At 7:04.		
Introductions	None.		
Approval of Minutes	Unanimously approved as written after a motion by J. Kaufman and a second by C. Johnston. Approved unanimously.		
Membership Changes	TEMS CTS Coordinator changed to Wendy Burke.		
Staff Reports	<ul style="list-style-type: none"> • RSAF Spring cycle starts next week. • 2017 PEMS Rural EMS Education Expo – 11-12 March, 2017, Saluda, VA. • 2nd Annual Pediatric Trauma Conference- May 11, 2017. • 4th Annual EMS Day at Busch Gardens May 27, 2017. • Awards 2017. PEMS needs nominations. 		
Site Report	12/8/17 Middlesex High School cancelled.		

Item	Discussion	Action Required	By Whom/When
	<p>1/19/17 Union Baptist Church (Fairly Large) Multiple failures on the same lane. It was found that VAOEMS had a video for the Traction use that was incorrect. M. Tate called and talked to State M. Knight and P. Brown. VAOEMS state that there is a disclaimer on the video and will not overturn those failures. Instructor M. Doak taking this to further VAOEMS representatives to prevent this from happening in the future. One instructor issue was found and confronted to correct this issue without incident by J. Kaufman.</p> <p>2/16/17 Hampton Fire Training Center retested 16 and total 22. 1/22 failed. J. Rodman needs to be contacted because Erick Stratenburg was teaching EMT Class at the same time. M. Tate stated he would talk to J. Rodman. M. Tate requests future classes be confirmed with no classes interfering with CTS. M. Tate and J. Marr stated that they tried 6 hand held portable radios with ear buds in order to streamline and conduct operations. This proved to help save time in the operations of the CTS. M. Tate requested possibly having PEMS purchase the ear buds in the future to prevent contamination and infection control. M. Tate will send information in the future.</p>	Ensure no conflicts with future CTS dates.	PEMS
Old Business	<p>Senior Evaluator qualifications discussion. Qualifications considered by the committee: Evaluator for 2-4 years. No actions against evaluator for past year. Cross-trained for ability to see the big picture. Senior Evaluator needs to be knowledgeable. Open-minded. For continued qualifications, will need to be present at least half of the evaluation sites. Can fill in and teach class.</p> <p>Test Site Dates for 2017/2018 submitted and approved with no conflicts from TEMS or PEMS. J. Bendit sent to P. Hoyle for publishing on PEMS Website.</p> <p>Senior Evaluator- Current Senior Evaluators are B. Tate, C. Mason, J. Kauffman. Need to have at least one at each site to look in Evaluators. M. Tate to email projected 2017 date. Email sent to PEMS 11/28/2016. Course Evaluator class tentatively to be held Saturday, 1/14/2017 0900 at PEMS.</p>	<p>Publish to PEMS Website.</p> <p>Send projected Course Evaluator date</p>	<p>P. Hoyle 5/22/17</p> <p>M. Tate 03/03/17</p>
New Business	Election of Chair and Co-Chair for 2 year term conducted. B. Tate nominated M. Tate to continue as the Chair, Second by G. Pere, approved unanimously. G. Pere nominated J. Kaufman to continue as the Co-Chair, second by B. Tate, approved unanimously.		
Good of the Order	Next Meeting is 05-22-17.		
Adjourn	Motion by B. Tate at 7:44 PM.		