



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

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**PEMS Interfacility and Critical Care Transport Committee Meeting Minutes**

A Subcommittee of the Board of Directors

**Meeting Date: 07-03-18**

**Meeting Location: PEMS**

**Chaired By: S. Beam**

**Begin Time: 3:01 p.m.**

**End Time: 4:11 p.m.**

**Minutes Submitted By: J. Bendit**

**Draft: X Approved Date:**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff:</b>	<b>Others:</b>
Beam, Shanon	Baylous, Denise	Bendit, Jeffrey	Hucks, Clifton
Deloach, Elvin	Cannon, Christopher		Berry, Wayne
Wilcox, Christopher	Caraballo, Brandi		Metzner, Shawn
Wilson, Debbie	Edmonson, Kelly		
	Franklin, Kenneth (Chair)		
	Hall, Skip		
	Harris, Bev		
	Keithley, Tom		
	McTheny, Mark		
	Miller, Ryan		
	Hawkins, Lisa		
	Bowen, Jason		
	Bryant, Amanda		
	Carter, Jamie		
	Deloach, Valerie		
	Stevens, Ashlee		

<b>Item</b>	<b>Discussion</b>	<b>Action Required</b>	<b>By Whom/When</b>
Call to Order	S. Beam called meeting to order at 3:01p.m.		
Introductions	Members introduced as listed above.		
Approval of Minutes	S. Beam stated to approve the minutes of the Oct 3, 2017 by email vote because only 1 member present to approve. J. Bowen motion to approve 7/3/18 by email and second D. Wilson 2 <sup>nd</sup> the motion via email on 7/5/18. Minutes were approved as written.		

Item	Discussion	Action Required	By Whom/When
Membership Changes	<p>Elvin Deloach is primary representative for Cardinal Ambulance and Valerie Deloach changed to Alternate.</p> <p>Add C. Hucks as alternate for AMR representative on the ICCT Committee.</p>	Send to P. Hoyle update rosters	J. Bendit/7-15-18
Staff Report	<p>PEMS Interfacility &amp; Critical Care Transport Committee charge. J. Bendit read letter sent to all ICCT Committee members to review whether or not the Interfacility Agencies would like to continue to use the PEMS Committee forum to address issues. An example of the first issue that this committee would like to see resolved is the proper handoff to the receiving facility with a list of things to pass along. C. Hucks thinks that the value seems to be with each agency individually and the majority of providers AMR are good. Sometimes they have issues finding a person to face to face at a receiving facility. S. Beam stated that it is individual and not a regional standard. E. Deloach transports home to facility and would be individual usual. E. Deloach stated that he would like to motion to approve meeting as an ICCT Committee for 2 more sessions in order to determine need for this forum after J. Bendit read the letter to the group. D. Wilson 2nds. C. Hucks agreed to continue meeting quarterly for the next 6 months. C. Wilcox agrees, but states he transports as a 911 on scene to an Emergency Room and feels that this type of discussion doesn't apply to him. W. Berry feels they should possibly attend PEMS EMS Operations Committee meetings.</p> <p>FY19 OEMS Regional Council Service Contract – J. Bendit reported that the Council has received the FY19 OEMS Regional Council Service Contract, the funding for the contract will be flat again and this has forced the Council to increase its assessments of the localities and to initiate an assessment of the Interfacility and Critical Care Transport Agencies who utilize its services. We have added .5 FTE for S. Craig in order to make him a full 1.0 FTE due to the EMS Training Funds. Behavior Health and Community Paramedicine added to give another 1.0 FTE for A. Ashe position.</p> <p>CE and EMS Auxiliary Training Program – S. Craig is the person to contact in order to start planning training for participation and potential re-imbursements.</p> <p>Ambulance Restocking Agreement- J. Bendit states that the agreements have been reviewed by the PEMS Region Hospitals. It has been 4 years since last signed. These agreements will be sent out to all the Hospitals for signature and then the agencies.</p> <p>VAOEMS Communications Committee update. Last report minutes VAOEMS Communications Committee 5-4-18 report according to J. Bendit has little impact at this time. Attachment 1.</p>	Send Attachment to Committee	J. Bendit 7/15/18
Old Business	<p>Regional Patient Transfer Checklist – J. Bendit reported that 2 agencies had provided PEMS with copies of their transfer checklists. He reported that this was a timely topic as PEMS had recently received reports of inter-facility transport patients being delivered for CT without the EMS agency personnel providing facility staff with a turnover report. He stated that this could easily be considered abandonment. A general discussion followed during which committee members provided several examples from their own experience when proper turnover was not provided due to either agency or facility failures. J. Bowen stated that they are getting a checklist together along with the help from HCH and implementing it sometime in November. He said he would send this committee a copy of their results in the next ICCT Meeting. D. Wilson agrees that there should be a face to face meeting with staff of the facilities they are transporting from and to with a</p>	Send PEMS their Transfer Checklist created for their agency to J. Bendit.	ICCT Committee Members 7/9/18

Item	Discussion	Action Required	By Whom/When
	<p>quick checklist. S. Beam stated that this transfer checklist should include all information the legal and insurance requires.</p> <p>EMS Responses with Commercial Agencies within PEMS in 2016 - FY18 PEMS Stipend Service Fee.</p>		
New Business	<p>VHASS. J. Bendit states that the VHASS website has several agencies that are not signed up in the VHASS. S. Metzner states that agencies should sign into the VHCC. He is currently working on MCI events. Register at <a href="http://www.vhha-mca.org">www.vhha-mca.org</a>- register - S. Metzner will approve. Registering helps the region in major MCI events that can help determine all resources.</p> <p>PEMS Medication Boxes- J. Bendit states that Training Medication Boxes are available for purchase. We have a number of boxes that can be loaned currently. Medications will need to be purchased. Contact J. Bendit if interested.</p> <p>PEMS Protocol update 2 discussed. J. Bendit discussed the extension timeline for Comprehensive Stroke Center transportation has been extended to 24 hours. The addition of an alternate medication for the Dopamine shortage. Levophed/Norepinephrine has been added with a drip chart. PPP App. is available for free to all providers and Nursing that needs them on a smart phone/tablet. This update 2 has been added. C. Hucks requests copy of change 2 to our protocols. E. Deloached stated that they are located on the website. J. Bendit states he will send as well. Attachment 2.</p>	Email instructions to register.	J. Bendit 7-15-18
Good of the Order	<p>Next Meeting: October 2, 2018, 3:00 pm at PEMS, PEMS Classroom.</p> <p>Important Dates:</p> <ul style="list-style-type: none"> <li>• VAOEMS Governor's Awards due to PEMS July 10, 2018.</li> <li>• Stop the Bleed Train the Trainer at PEMS July 19, 2018 1300 PEMS.</li> <li>• Center for Domestic Preparedness- HERT Train the Trainer October 14-20, 2018.</li> <li>• 37<sup>th</sup> Annual VAOEMS Symposium November 8-12.</li> <li>• VHASS "Pediatrics and Disaster" MCI somewhere in Virginia Beach Dec 4-5, 2018.</li> </ul> <p>Verify Attendance</p>		
Adjournment	D. Wilson Motion to adjourn, C. Hucks and A. Stevens 2 <sup>nd</sup> . Meeting was adjourned at 4:11 pm.		