



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

PO Box 1297, 6876 Main Street

Gloucester, VA 23061

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

---

**PEMS Interfacility Cooperation Organization Meeting Minutes**

A Subcommittee of the Board of Directors

**Meeting Date: 10-19-2017**

**Meeting Location: PEMS – Dunston  
Room**

**Chaired By: A. Stevens**

**Begin Time: 3:15 p.m.**

**End Time: 3:51 p.m.**

**Minutes Submitted By: S. Craig**

**Draft  Approved Date: 1-18-2018**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff:</b>	<b>Others:</b>
Cumbie, Beth	Adams, Ruth	Craig, Seth	Deloach, Elvin
Edmondson, Kelly	Alexander, Levinia	Player, Michael	Stevens, Ashlee
Mann, Dennis	Burnette, Jane		
	Cordara, Victoria		
	Cuccherini, Mike		
	Gordon, Katie		
	Gourley, Jessica		
	Harper, Kim		
	Hogge, Lauren (Chair)		
	Keithley, Tom		
	Laing, Jim		
	Miller, Wanda		
	Orson, William		
	Parker, Sarah		
	Paxton, Michelle		
	Powell, Kambeth		
	Smith, Thamera		
	Thurman, Sadie		
	VACANT (Langley AFB)		
	Wilmoth, Donna		

Item	Discussion	Action Required	By Whom/When
Call to Order	3:15 p.m. by A. Stevens		
Introductions & Membership Changes	<p>Introductions were made.</p> <p>Updates to Positions on rosters noted and made. The following were confirmed during the meeting:</p> <p>Remove Caroline Smith is no longer with MIH.</p> <p>Add Ashlee Stevens will represent MIH as Emergency Department Director or Designee.</p> <p>Add Kelly Edmonson will represent MIH as Hospital Administrator.</p> <p>Add Elvin Deloach with Cardinal Ambulance Service <a href="mailto:elvindeloach@yahoo.com">elvindeloach@yahoo.com</a>. At Large position.</p> <p>Add Donna Wilmoth to Sentara Williamsburg Regional Medical Center Representative as a Hospital Administrator.</p> <p>Add Beth Cumbie to Sentara Williamsburg Regional Medical Center Representative as Emergency Department Director or Designee.</p> <p>Remove Tom Keithley from PICO, was to represent SWRMC on ICCT.</p> <p>Remove Nick Towers from PICO, per email from Beth Cumbie May 2017.</p>		
Minutes	<p>Approval of 04-20-17 was postponed until today's meeting. Only correction was to the spelling of Donna Wilmoth- should have an "h" at end of her name. Motion to approve 04-20-17 with that correction made by D. Mann. Second K. Edmonson. Approved unanimously.</p> <p>Motion by B. Cumbie to approve minutes of 04-20-17 and 07-20-17 PICO meetings. Seconded by A. Stevens. Approved unanimously.</p>		
Hospital Updates	<p>Hampton VA Hospital – No report.</p> <p>Langley AFB Hospital – No report.</p> <p>Sentara CarePlex Hospital- No report</p> <p>Riverside Regional Medical Center – No report</p> <p>Bon Secours Mary Immaculate Hospital – power outage last month, replacing HEAR.</p> <p>Riverside Doctors' Hospital – No report.</p> <p>Sentara Williamsburg Regional Medical Center – annual survey underway. Finished Children's activity area outside of ED. Part of Historical Triangle Safe Kids (safe place for kids to spend time if parent/guarding is in ED). No open positions in ED staffing. Partnering with local EMS door to CT, door to Cath, and turn-around time. Notable improvement. "What a difference a ride makes" walk in vs ambulance ride. No capacity issues this week.</p> <p>Riverside Regional Medical Center – No report.</p> <p>Riverside Walter Reed- No report.</p> <p>Bon Secours Rappahannock Regional Hospital – No report.</p> <p>Riverside Tappahannock Hospital – No report.</p>		
EMS Updates	<ol style="list-style-type: none"> <li>PEMS Council- Hurricane Irma, Mary Update. M. Player was gone for 30 days for VDMAT. Provided a brief summary of activities that were performed during deployment.</li> <li>FC- CH Interviews next week. Will be spearheading Behavioral Health Task Force and Community Paramedicine programs to include a few programs.</li> <li>PEMS Drug Boxes are to stay in circulation for field use only- not for training. Drug boxes belong to the system. PEMS is working on making training boxes available.</li> </ol>		
Old Business	<ol style="list-style-type: none"> <li>PEMS drafted a letter communicating PICO's 40 year history and intent. This was done in response to PICO who sent a request to disband. PEMS Board denied request because this committee represents the hospitals. Letter has been drafted and sent out. Some facilities have already responded requesting PICO</li> </ol>		

Item	Discussion	Action Required	By Whom/When
	<p>remain.</p> <p>b. Now accepting PEMS Annual Awards submissions, the form is online. PEMS is keeping this in front of everyone so good performance can be recognized immediately.</p> <p>c. 4<sup>th</sup> Quarter FY2017 Ambulance Restocking Review. Members received it at last meeting and also in an email prior to this meeting. D. Mann made a motion to approve form as written. Seconded E. Deloach.</p> <p>d. 4<sup>th</sup> Quarter FY2017 Regional Diversion Plan review. EMS Operations Committee asked that a MIR be completed upon diversions. This will help track trends because if it is only in a run report trends are not noticed without a MIR. Motion to approve made by E. Deloach. Seconded by D. Mann. Plan approved unanimously.</p> <p>e. Blood drawing in the field prior to EMS arrival to hospital. Recommendations of PICO: Discussion tabled until more information regarding what is needed and if it is beneficial.</p> <p>f. Door to CT time improvement. Two phases to the work being done: hospitals ask for the R.A.C.E. score, shorten time being held prior to transfer when needed- who is holding and for how long verses bypass.</p>	Research implications and need of this	PICO members January 18 <sup>th</sup> , 2018.
New Business	<p>a. Additions to Emergency Department Supply Replacement form from EMS Operations Committee. No additions made. Form approved as written.</p> <p>b. PEMS Medical Incident Review. Even incidents that occur in house and are addressed in house should be reported to help the entire EMS System. MIR is not punitive, but rather tracks trends within the system. <a href="https://peninsulas.vaems.org/regional-services/mir">https://peninsulas.vaems.org/regional-services/mir</a></p> <p>c. D. Mann has requested PEMS to consider the mini symposium be held again. M. Player responded that PEMS will investigate ways to fund it since PEMS is flat funded.</p>		
Good of the Order	Important Dates: EMS Symposium November 8-12, 2017 Attendance verified.		
Next Meeting	Next meeting: Thursday, January 18 <sup>th</sup> , 2018 from 1500-1630.		
Adjournment	Motion to adjourn by D. Mann. Second by K. Edmondson. Motion approved unanimously at 3:51 p.m.		