



Peninsulas Emergency Medical Services Council, Inc.

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Gloucester, VA 23061

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Board of Directors Meeting Minutes

Meeting Date: 12-16-20

Meeting Location: Virtual Meeting
Only – Big Blue Button

Chaired By: Julia Glover

Begin Time: 6:30 p.m.

End Time: 7:20 p.m.

Minutes Submitted By: S. C. Pincus

Draft: Approved Date: 03-17-21

Members Present:	Members Absent:	Staff:	Others:
Anest, Trisha	Beasley, Jeff	Ashe, Amy	Berry, Wayne - OEMS
Barrick, David	Dent, Pat	Bendit, Jeff	Vernovai, Chris - OEMS
Beam, Brad	Hunter, Gregory	Brophy, Kevin	
Brann, Jimmy	Walker, Ed	Craig, Seth	Robertson, Shelby – Wells Coleman
Clifford, Christianne		Louka, Amir	Tres, Rebecca – Wells Coleman
Coffman, Greg		Player, Michael	
Dodd, Lisa		Pincus, Stephen	
Erwin, Eleanor			
Glover, Julia			
Green, Linnie			
Harper, Kimberly			
Kennedy, Shannon			
Kopczynski, Stephen			
Masterson, David			
McClure, Rick			
Samuels, Gary			
Sensenig, Jeff			
Sweet, Jason			

Members Present:	Members Absent:	Staff:	Others:
Thurman, Sadie			
Wingfield, Frank			

Item	Discussion	Action Required	By Whom/When
1. Call to Order			
Introductions	Julia Glover, President, welcomed meeting participants and called the meeting to order at 6:30 p.m. She then asked Kevin Brophy, PEMS Business Manager to introduce the auditors from Wells Coleman who performed the 2020 PEMS Audit		
2. Audit Presentation	Shelby Robertson worked with Kevin to perform this year's audit and Rebecca Tress presented the audit findings to the Board.		
	<p>Rebecca began by stating that Wells Coleman did not see any major issues with PEMS' finances and operations. "The audit was pretty straight forward."</p> <p>A powerpoint presentation of the audit was displayed with comparisons from 2020 to 2019.</p> <ul style="list-style-type: none"> • Noted that \$20,000 was forwarded to PEMS by the HeartSafe Alliance during 2020 and was set up as a restricted account. • No major changes to property and equipment – Bariatric Tractor and Content was donated and a new Ford Explorer was purchased. • PPP Loan was obtained and was forgiven. This will not show up until the next fiscal year. • PEMS received approximately \$80,000 and had about \$46,000.00 left • State funding was decreased due to programs being discontinued. Program expenses also decreased proportionately. • Change in "Net Asset" is almost at the break even with only a -\$71.00 (Noted that this does not include money received from the PPP.) • Council's expenses are what are normally expected with staffing payroll being the most expensive. • There was a net increase of cash of approximately \$29,000.00. • There are approximately \$232,000 of liquid assets available for use during the next year. PEMS opened a new line of credit in August 2020. 	*Post Financials to Website	Steve
3. Consent Calendar	Motion made by Shannon Kennedy to approve the items on the consent calendar. Second by Greg Coffman. Motion carried unanimously.		
4. President's Report	<p><u>Membership Changes:</u> Trisha Arnest and Jimmy Brann's terms on the Board expired. Both members sought to renew their terms.</p> <p>Gary Samuels motion to accept both the aforementioned expired term members back onto the Board. Second by Frank Wingfield.</p> <p>Motion carried unanimously.</p>	*Update roster to reflect the new term	Steve

Item	Discussion	Action Required	By Whom/When
	There are no new members. There is a vacancy for a City/County Representative for the Northern Neck.		
5. Vice President's Report	Chief Dent was unable to attend the meeting.		
6. Secretary's Report	<p>Chief Player provided the following for his report:</p> <p>Good evening ladies and gentlemen. First of all, I know that I can speak for the entire staff when I express my gratitude to all of you for your continued support throughout a difficult year. We have been able to maintain services to our constituents and meet deliverables in spite of working to develop new ways of operating – as almost everyone has.</p> <p>This last quarter is no exception. With the audit completed and the annual report almost completed, we have met all of our second quarter contract deliverables with the State and have completed all but a handful of the second quarter's meetings.</p> <p>PEMS is still meeting with the region's jurisdictions, emergency managers, agencies and hospital systems, the Eastern Virginia Healthcare Coalition, Virginia Department of Emergency Management Region 5, the Hampton Roads All Hazards Advisory Committee, the Hampton Roads Metropolitan Medical Response System, the other Regional EMS Councils, the Virginia Office of EMS, the Virginia Department of Health Preparedness and Response Division and the Governor's Secure Commonwealth Initiative Health and Human Services Subpanel to discuss and coordinate the ongoing response to COVID-19.</p> <p>In addition, we have been participating in the Hampton/Peninsula Health District and Three Rivers Health District calls and working with local government emergency managers and EMS leaders as they prepare for COVID-19 vaccination.</p> <p>PEMS also joined the other Regional Councils and Medical Directors from across the Commonwealth to help persuade State planners to upgrade EMS providers from essential worker status to health care worker status and to be included with the 1a group of health care workers to receive the vaccinations.</p> <p>OEMS notified the Regional Councils that they will be providing EMS agencies with the Abbott BinaxNOW Ag Card COVID-19 Antigen Test Kits. The kits will be covered by the</p>		

Item	Discussion	Action Required	By Whom/When
	<p>Regional Council’s CLIA Waivers. The kits will be sent to the Regional EMS Councils to be distributed. The process to receive the kits along with reordering and distribution is still being determined by OEMS. Karen Owens, the VAOEMS Emergency Operations Division Director at OEMS will be sending out more information on this initiative to all EMS agencies today.</p> <p>I am representing the Regional EMS Councils on a VAOEMS Task Force looking at the VA EMS response to the proposed DEA regulations being promulgated and currently available for public comment as a result of the “Protecting Patient Access to Emergency Medications Act of 2017” and its four primary requirements for:</p> <ol style="list-style-type: none"> 1. EMS Agency and designated location registration 2. Recordkeeping 3. Physical Security and Storage 4. Standing Order Adoption <p>We are currently working on a survey to go out to EMS agencies in January to determine how they are currently obtaining their medications. This will provide us with a look on how any new regulations will impact the Commonwealth’s EMS system.</p> <p>PEMS is still operating virtually with minimal staff in the office and sees no plans to return to full office staffing in the near term.</p> <p>Finally, PEMS currently is in the midst of some staffing changes</p> <p>As you know, Jeff Bendit has advised that he will be leaving us and we have split his current full-time position into two half time positions - one to handle Hospital Coordinated Operational Programs and one to handle Hospital Coordinated Clinical Programs.</p> <p>The EMS Field Coordinator – Clinical Programs position responsible for the region’s STEMI, Stroke and Trauma Triage Programs has been filled by our own Debbie Thomas, who previously held the same position until a little over a year ago.</p> <p>The EMS Field Coordinator – Operations and EMS Field Coordinator-Community Health positions closed Dec 14, and we are evaluating the applicants.</p>		

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<p>7. Regional Medical Director's Report</p>	<p>Dr. Louka provide the following report:</p> <p>Statewide Representation:</p> <p>The Office of EMS Medical Direction Committee continues to meet virtually on a biweekly basis with a variety of updates and discussions. Current primary areas of discussion include vaccine distribution (see below) and updates to the drug box exchange program. Currently, no major changes are expected within the next 2 years.</p> <p>COVID-19 Response:</p> <p>Although many aspects of the pandemic response have been resolved or temporized (eg protocols, PPE), new challenges continue to develop in regards to COVID-19. Most recently, the imminent deployment of vaccines across the state raised the question of how and when EMS providers will receive the vaccine. Initially proposed to receive the vaccine among category "1b" workers (essential workers), a statewide effort led by Regional Councils and RMDs has successfully moved EMS providers into category 1a (high risk healthcare workers) – placing them among the first to have access to the vaccine. Further discussion and planning are underway in coordination with VDH to develop systems for distribution and vaccination within agencies. Monitoring of local community spread continues, facilitated by the Peninsulas COVID19 Operations Center (PCOC), with rising incidence potentially posing clinical challenges across the region in the coming year.</p> <p>Protocol Review:</p> <p>I have completed a review and update of the entire current pharmacology section of the protocols and provided my recommendations to the pharmacy committee chair. She has agreed to work with the committee to review and edit these changes prior to presentation to the MAC for approval.</p> <p>At the last MAC meeting (12/10/20), a discussion was held regarding the development of a more functional platform for OMD review and editing of proposed protocols changes. It was decided a cloud-based solution would allow for improved collaboration and broader physician input while improving efficiency of the committee. We expect to begin work on this platform in January 2021.</p> <p>Pediatrics Committee:</p>		

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	To promote evidence-based care of the vulnerable pediatric population, I proposed the development of a standing pediatrics committee and have secured participation from pediatric emergency physicians at both CHKD and VCU-CHoR. The committee will have its first meeting in January or February 2021 and will be initially tasked with a thorough review of current pediatric protocols.		
8. OEMS Report	Wayne and Chris from OEMS wished everyone “Happy Holidays” and to keep up the good work. (No formal report out)		
9. Old Business	Jeff Bendit has moved and PEMS is looking to fill his position.		
10. New Business	<ul style="list-style-type: none"> a. Jeff’s position was split into two part-time positions – Clinical Care and Operations. b. The Clinical Care position was filled by Debbie Thomas who had the position before Jeff was hired. c. PEMS is hoping to begin interviews for the Operations position after the first of the year. 		
11. Good of the Order	<p>Next BOD Meetings:</p> <ul style="list-style-type: none"> 1) March 17, 2021 at 6:30 p.m. June 16, 2021 at 6:30 p.m. 2) PEMS Offices closed Dec 24 and 25. Also closed January 1, 2021. 3) There is a “screening table” in the PEMS Office to screen employees and visitors who come into the PEMS Office. Staff and visitors are required to be screened and log in and log out. 4) Gary Samuels stated that he delivered appreciation baskets to agencies from Bon Secours. 5) Shannon Kennedy stated that RCC received a grant and is working on Workforce Needs Assessment—A company named Grella Partnership Strategies will be surveying agencies in January. Dr. Kennedy asked for everyone’s participation and spoke about employment needs. This will assist RCC in their planning for program needs going forward. 6) Gary Samuels announced that RGH’s administrator is retiring and Allen Baily is taking over as the Administrator. He comes from the Richmond area and is supposedly very EMS-friendly. Linda Davis, the ED nurse manager, is retiring as well. Her replacement is Sara Barrick-Parker 		
12. Attendance	Attendance was verified		
13. Adjournment	Dave Barrick moved to adjourn the meeting. Second by Dr. Erwin – Meeting adjourned 7:20		

