



Peninsulas Emergency Medical Services Council, Inc.

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Board of Directors Meeting Minutes

Meeting Date: 09-15-21

Meeting Location: Virtual Meeting on
Big Blue Button

Chaired By: Pat Dent, Vice President

Begin Time: 6:30 p.m.

End Time: 7:48 p.m.

Minutes Submitted By: Steve Pincus

Draft: Approved **Date:** 12-15-21

Members Present:	Members Absent:	Staff:	Others:
Anest, Trisha	Beasley, Jeff	Ashe, Amy	Vernovai, Chris (OEMS)
(OEMS)Barrick, J. David	Clifford, Christianne	Bever, Greg	
Beam, Bradley	Hunter, Gregory	Craig, Seth	
Brann, Jimmy	McClure, Rick	Louka, Amir	
Dent, William	Samuels, Gary	Pincus, Steve	
Dodd, Lisa	Sweet, Jason	Player, Michael	
Glover, Julie		Thomas, Debbie	
Harper, Kimberly		Veach, Travis	
Kennedy, Shannon			
Kopczynski, Stephen			
Masterson, David			
Paulette, Mitchell			
Sensenig, Jeff			
Smith, S. Matthew			
Stewart, Sherwin L.			
Thurman, Sadie			
Wingfield, Frank			

Item	Discussion	Action Required	By Whom/When
1. Call to Order and Introduction	The meeting was called to order by VP Dent because there were connectivity issues for some BOD Members. Members were asked to place their names in the chat for attendance purposes.	Record Attendance	Steve
2. Consent Calendar	Chief Dent asked if anyone wished to pull anything from the consent calendar for further discussion. No one requested to remove any items. Chief Barrick made a motion to accept the consent calendar. Dr. Kennedy provided the second to the motion. Motion passed unanimously.	Change draft minutes to approved	Steve
3. President's Report	Julia had difficulty with connectivity so Chief Player provided the report. There are two vacancies on the Board – one for financial institutions and one for a Peninsula business institution. Please forward any recommendations to PEMS.		
4. Vice President's Report	Chief Dent stated that he did not have anything to report out to the board.		
5. Secretary's Report	<p>Chief Player provided a report to the Board with the following items:</p> <ol style="list-style-type: none"> a. COVID-19 Update – PEMS staff remains working virtually. They have been participating in many different workgroups on continued community vaccination efforts, messaging, and preparation for the administration of boosters. PEMS staff worked with OEMS to clarify the use of EMTs as vaccinators. There has been a major increase in the number of cases of COVID fueled by the delta variant. EDs are seeing higher number of patients with higher acuity. b. PEMS is represented on the EMS Advisory Board by Sadie Thurman whose term is up. She has agreed to serve again if appointed. Sadie has not heard anything regarding reappointment. c. VA-1 DMAT deployed in August. d. Regional Council Re-designation Process-the council is now going through the re-designation process. All necessary submissions for this is due on October 8th. e. Increasing use of Office 365 and Product Suite – PEMS is using the various tools of Office 365 to enhance their work products. Some of the items that PEMS has expanded to include Teams, SharePoint, and Planner. f. Hybrid Regional Council Offices – some of the regional councils now have become hybrid regional offices which are staffed by OEMS personnel but who report to the board of directors. 		
6. Treasurer's Report	Chief Barrick meets with Kevin to go over the council's financial information on a regular basis. He reported that PEMS is in good financial shape. The bank reconciliations and other financial documents look good and are available in the consent calendar should board members wish to review the details.		
7. Regional Medical Director's Report	<p>Dr. Louka on the State EMS Advisory Board there is an upcoming meeting in which there will be a discussion regarding the "Scope of Practice" at the paramedic level. There will be more to report after that meeting.</p> <p>The MAC and the Pediatric Care Committee have been working on policies and protocols to get them ready for the next MAC meeting for a vote.</p> <ul style="list-style-type: none"> • Amir Louka, MD – PEMS Regional Medical Director • Statewide Representation – EMS Advisory Board Medical Direction Committee • ESO Transition • DEA Rules • VA Scope of Practice – Possible Update for CC/Specialty Transport Paramedics 		

Item	Discussion	Action Required	By Whom/When
	<ul style="list-style-type: none"> • Pediatric Care Committee Pediatric Protocol Review • Pharmacology and Procedures Review • On-track for PEMS 1st Biannual Protocol Update 		
8. Staff Reports	<p>Each of PEMS staff gave a brief overview of their projects that they have been working on over the quarter.</p> <ul style="list-style-type: none"> • Amy Ashe, NRP – EMS Field Coordinator – Community Health <ul style="list-style-type: none"> • Peer Support Online Training • Greater Williamsburg HEARTSafe Alliance • Critical Incident Stress Management Team Meeting Next Week • State Accreditation CISM/Peer Teams Update • Greg Bever – EMS Systems IT Specialist <ul style="list-style-type: none"> • Reviewing network environment and data storage requirements Next Cloud. • Transitioning to MS Teams as primary web-conferencing platform. • Best practices for staff to follow in regards to usage, data backup, and Cyber threats. • Utilizing SharePoint and MS Teams. • Kevin Brophy – Business Manager <ul style="list-style-type: none"> • Audit – Field work completed, in review , final draft scheduled to be presented to BOD in December • Employee Retention Credit – Restated 941s have been filed with IRS • Facility Use Policy • FY22 Property, Terrorism, Cyber Insurance Policies <ul style="list-style-type: none"> • New Company for Property Insurance • Addition of Terrorism Rider • Cyber Insurance Policy • Seth Craig, IV,NRP – EMS Field Coordinator – Clinical Care <ul style="list-style-type: none"> • Protocols, Policies and Procedures <ul style="list-style-type: none"> • Update – Final drafts presented and voted on in December • Roll-out March • New online “Protocol Review Request Form” • Medical Advisory Committee – increasing online collaboration through SharePoint • Pediatric Care Committee – Completed Review of Pediatric Protocols and finishing drafts of proposed changes for MAC’s December meeting • OEMS cancelled all Consolidated Testing through December of 2021 • Steve Pincus – EMS Planning and Emergency Management Coordinator <ul style="list-style-type: none"> • New “Protocol Review Request Form” under website’s Regional Resources Menu • New SharePoint forums established for PPP and PICO Committees • Fourth COVID-19 Wave being monitored in bi-weekly meetings between Peninsula EMS agencies and hospital Eds 		

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	<ul style="list-style-type: none"> • New RSAF Grant Review Training program completed September 13, PEMS RSAF Grant Review scheduled for October 6 • 2021 PEMS Regional EMS Award recipient presentations to take place last part of September and through October • Debbie Thomas, NRP – EMS Field Coordinator – Clinical Programs <ul style="list-style-type: none"> • STEMI, Stroke and Trauma Triage Committees – Transition to MS Teams for collaboration and virtual meeting platform • Reviewing Protocols and Plans for any needed changes • VAOEMS transition from Image Trend to ESO is complete but data migration to the repository has been slow and is still incomplete • Virginia EMS Symposium in November • Travis Veach, NRP – EMS Field Coordinator – Operations <ul style="list-style-type: none"> • Peninsulas Inter-Facility Cooperation Organization <ul style="list-style-type: none"> • COVID Pt volume • Updating ED Restocking, • Diversion Policy Review • Pharmacy – Added Medication Labels for Ivs • Medication Kit maintenance • Fleet maintenance logs updated, sampling a new software • CLIA Waiver renewals 		
9. Office of EMS Report	<p>Chris Vernovai provided the report from OEMS. He stated that the RSAF Grant Application Period closed. The EMS symposium registration is open until October 1st. PEMS is in the “Re-designation Phase” and will have until October 8^h to turn everything in. OEMS has been doing monthly webinars. However, the September webinar is being cancelled because OEMS’ senior management will not be available.</p> <p>Chief Player asked about the status of the PEMS’ Mod Request. Chris stated that from his memory everything looked good, but it was still being processed.</p> <p>Steve Pincus asked if OEMS hired anyone to replace Wayne Berry and Chris replied that Chad Gregg would be taking over in Wayne’s previous position.</p>		
10. Old Business	There was no old business		
11. New Business	Due to many agencies and organizations having issues with the Big Blue Button Meeting Platform, PEMS is considering migrating meetings to Microsoft Teams which is a part of Office 365. Kevin Brophy, Greg Bever and Steve Pincus will be working on a transition process and evaluate the feasibility of working with each of the committees.		
12. Good of the Order	Dr. Kennedy provided an update on RCC’s EMS programs – Ellen Vest, program director, retired. Seth Craig is now acting as program director. The position should be posted soon. The college is looking at an overhaul		

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	<p>of the program and Dr. Kennedy would like feedback from people especially those in Middle Peninsula and Northern Neck. EMT-Basic was approved a stand-alone credential program. Because this is set up in this manner, the student pays for the first third, the State funds the second third, and then the college picks up the last third. There are many opportunities for students to get funding for the first third as well. Chris Vernovai from OEMS stated that OEMS scholarships for certification is under-utilized and people interested in acquiring EMT certifications can obtain information from the OEMS website.</p> <p>Kim Harper, Riverside Regional ED Nurse Manager, presented that the EDs from across the region are having a significant increase in volume of the patients going to the EDs which is also impacting for EMS agencies as well. She proposed that a workgroup is established consisting of ED medical directors and EMS representatives to look at and develop options for treatment and transport of non-emergent patients in order to relieve some of the stress placed on the EDs.</p> <p>Chief Player stated that Kim had asked if PEMS could facilitate a “Hospital ED Surge or Post-capacity Working Group” of the OMDs, nurse administrators, and hospital administrators, and work with Eastern Virginia Healthcare Coalition along with local emergency managers and agency heads to look at medical options, activating surge capabilities, use of alternative destinations such as free-standing EDs for EMS, etc. Chief Player also stated that this is one of the functions that PEMS is set up to do if that is what the Board wants.</p> <p>Dave Masterson from Sentara Williamsburg and Sherwin Stewart from Sentara Careplex offered their assistance to address this issue.</p> <p>Chief Kopczyński stated that he discussed the possibility of using agency inter-facility transport options with Mark Rath of Riverside Regional when the private transport are not readily available. He felt that this should be an area for the workgroup to explore.</p> <p>Chief Brad Beam stated that in ODEMSA there is a command structure that is called a Patient Distribution Center which facilitates where patients are transported to.</p>		
13. Next Meeting and Important Dates	<ul style="list-style-type: none"> • Next BOD Meeting – December 15, 2021 at 6:30 p.m., • Important Dates <ul style="list-style-type: none"> a. October 6, 2021 – PEMS RSAF Grant Regional Review Meeting b. October 8, 2021 – PEMS Regional Council Redesignation Package due to OEMS c. November 3-7, 2021 – 41st Annual Virginia EMS Symposium, Norfolk, Virginia d. May 21, 2022 – EMS Day at Busch Gardens, PEMS Regional EMS Awards Celebration 		
14. Verify Attendance	Attendance was verified	Record on attendance roster.	Steve
15. Adjourn	Chief Barrick made a motion to adjourn. Second was made by Dave Masterson. Meeting ended at 7:48 p.m.		