



Peninsulas Emergency Medical Services Council, Inc.

PO Box 1297, 6876 Main Street

Gloucester, VA 23061

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

Board of Directors Meeting Minutes

Meeting Date: 09-21-22

Meeting Location: Virtual

Chaired By: Julia Glover

Begin Time: 6:30 p.m.

End Time: 7:58 p.m.

Minutes Submitted By: Steve Pincus

Draft: Approved Date:12-14-22

Members Present:	Members Absent:	Staff:	Others:
Barrick, David (Treasure) TC	Beam, Bradley	Brophy, Kevin (TC)	Gupta, Sundershan (MAC) (TC)
Beasley, Jeff (TC)	Clifford, Christianne	Craig, Seth (TC)	Northstein, Johanna (Finan Inst) (TC)
Dent, Pat (VP) (TC)	Doak, Melissa	Pincus, Steve (TC)	
Dodd, Lisa (TC)	Harper, Kim	Thomas, Debbie (TC)	
Glover, Julia (Pres) (TC)	Hunter, Greg		
Kennedy, Shannon (TC)	Massignan, Jason		
Kopczynski, Steve (TC)	Sensenig, Jeff		
Louka, A (TC)			
Player, Michael (S) (EC) (NV) (TC)			
Paulette, Mitch (TC)			
Price, Amber (TC)			
Samuels, Gary (TC)			
Smith, Matt (TC)			
Stewart, Sherwin (TC)			
Thurman, Sadie (TC)			
Wingfield, Frank (TC)			

Item	Discussion	Action Required	By Whom/When
Call to Order	The meeting was called to order at 6:30 p.m.		
1. Attendance/ Introductions	Steve Pincus took attendance and called the roll		

Item	Discussion	Action Required	By Whom/When
2. Consent Calendar	The consent calendar was presented. Gary Samuels made a motion to accept the items on the consent calendar as a whole. Matt Smith provided the second. Motion carried	Change 06-15-22 Minutes from draft to final	Steve
3. President's Report	<p>Julia Glove presented the membership changes to the board. (Changes are listed below.) She stated that Chris Judkins, the representative from Licensed EMS Agencies resigned due to be reassigned. The expiring members agreed to sit for another term.</p> <p>a. Membership Changes</p> <p style="padding-left: 40px;">Membership Changes*</p> <p style="padding-left: 80px;">1. Resignation</p> <p style="padding-left: 120px;">a. Chris Judkins, Licensed EMS Agencies (Virginia Peninsula)</p> <p style="padding-left: 80px;">2. Expiring Terms/Renewing Members</p> <p style="padding-left: 120px;">a. Jeff Beasley, At-Large</p> <p style="padding-left: 120px;">b. Dr. Lisa Dodd, Hospital (VCU Tappahannock Hospital)</p> <p style="padding-left: 120px;">c. Julie Glover, At-Large</p> <p>Julia Glover then spoke about the new members listed below.</p> <p style="padding-left: 40px;">3. New Members*</p> <p style="padding-left: 80px;">a. Battalion Chief Melissa Doak, Licensed EMS Agencies (Virginia Peninsula)</p> <p style="padding-left: 80px;">b. Dr. Sudershan Gupta, PEMS Medical Advisory Committee</p> <p style="padding-left: 80px;">c. Ms. Johanna Northstein, Chesapeake Bank (Financial Institution)</p> <p>Johanna Northstein then provided the board with her background.</p> <p>Shannon Kennedy made the motion to approve all three of the people for membership to the board. Mitch Paulette provided the second to the motion.</p> <p>Members voted and the motion carried.</p> <p>b. Vacancies</p> <p style="padding-left: 40px;">1) Peninsula Business</p> <p style="padding-left: 40px;">2) Middle Peninsula City/County Government</p>	Roster needs to be updated to reflect the new terms for the renewing members and the new members need to be added to the roster	Kevin

Item	Discussion	Action Required	By Whom/When
	<p>Julia Glover spoke about the vacancies and asked the board members to provide any suggestions of potential members to Chief Player.</p> <p>c. Election of Officers*</p> <ol style="list-style-type: none"> 1) Presentation of Report from Nominating Committee 2) Elections (President, Vice-President, Treasurer, 2 At-Large EC Members) <p>Chief Dent presented nominees as a slate of officers from the nominating committee. (The nominating committee consisted of Chief Dent and Chief Kopczynski.) The nominating committee put forward Julia Glover for president, Pat Dent for vice president, Dave Barrick for treasurer, Gary Samuels and Sherwin Stewart for the two members at-large.</p> <p>The floor was opened for nominations from the floor – no additional persons were nominated.</p> <p>Shannon Kennedy moved that the nominations close and accept the slate as presented. Amber Price provided the second to the motion.</p> <p>There was no further discussion so the vote was taken. The motion carried.</p>		
4. Vice President's Report	Chief Dent stated that he did not anything further to report		
5. Executive Secretary Report	<p>Chief Player presented the following to the board:</p> <p>PEMS continues to participate and coordinate with the state, agencies and other entities with respect to COVID-19. Most meetings have been discontinued with the understanding that if there are surges in the disease, the meetings will re-start.</p> <p>We are talking about meeting in-person again and having a hybrid where members could also participate virtually.</p> <ol style="list-style-type: none"> a. AV System and Security Improvements Systems have been upgraded to include cameras so that both the small conference room in the front as well as the Dunston Room could be used to hold meetings. b. 42nd Annual EMS Symposium 		

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	<p>This is being held on Nov 9-13. Registration is open through October 7th or until 1800 registrants have registered. The cost is \$100.00. PEMS will cover the cost for any member of the board.</p> <p>c. Fall 2022 RSAF Grant Cycle The deadline for submitting applications for RSAF grants ended on September 15, 2022. On October 11, 2022, the PEMS RSAF Grant Review Committee will meet to rate twelve grant applications. These grades will be then be submitted to the FARC for their consideration in the grant funding decisions.</p> <p>d. Riverside Behavioral Health Clinic Psychiatric Emergency Department Regional council staff are working with the Riverside behavioral health clinic to lay the foundation for prehospital clinical and operational guidelines in anticipation of the first psychiatric emergency room in the Commonwealth in late 2023.</p> <p>For the Board’s consideration, PEMS has representation from every hospital in the region with an emergency department. Staff would like to know whether the Board would like them to participate with PEMS now or wait until the actual opening of their new ED. Currently, there is already a lot of coordination between staff and the hospital in trying to develop pre-hospital treatment protocols, referral protocols, inter-hospital processes, the drug box in the pharmacy there for EMS exchange, and we even met with the architects so that we can make certain that the ambulances would fit in the off-loading area.</p> <p><u>Discussion</u> Steve Kopczynski stated that being on the front end is a good thing. Dr. Gupta stated that he agrees that it will be better to get them involved earlier in the phase. Gary Samuels stated that being proactive in getting them involved now is a great benefit to the PEMS region.</p> <p>Chief Player stated that for PEMS to be able to do that, this would be have to be written into the By-laws adding them to the Board. The By-laws would then be brought back to the Board for approval. This would also include getting them membership into the PEMS Inter-facility Cooperation Organization (PICO), involvement with the PEMS Medical Advisory Committee, PEMS Protocols, Policies and Procedures Committee, and then the PEMS Pharmacy Committee.</p> <p>Julia Glover stated that from what she is hearing, the Board would like to invite them to become part of PEMS and she asked for a motion.</p> <p>*Steve Kopczynski moved that the necessary steps are taken. Dr. Gupta provided the second to the motion.</p> <p>Dr. Kennedy inquired if there is a time period for the Board to review them prior to voting on them.</p>	<p>Modify the By-laws to incorporate</p>	<p>Chief Player, Kevin and Steve</p>

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	<p>Chief Player replied that we would have the By-laws sent out and posted for consideration at a minimum of thirty days ahead of time.</p> <p>The motion carried unanimously.</p>	<p>Riverside Behavioral Emergency Department into PEMS and send out to Board Members</p>	
<p>6. Treasurer's Report</p>	<p>Chief Barrick stated that he met with Kevin to go over the financials.</p> <p>a. FY 22 Audit The audit is underway with Wells Coleman. They began field work September 12th. Kevin has been in regular communication with them and there have been no issues or concerns at this time. They anticipate that the field work will be completed in the next week. They will then send draft report and financials. Kevin, Chief Player and Chief Barrick will then conduct of review of those documents. The final report will be presented at the December Board meeting.</p>		
<p>7. Regional Medical Director Report</p>	<p>Dr. Louka Clinical committees continue their work overseeing the major aspects of prehospital hospital care with an increasing emphasis on data collection and review. This will allow for further evidence based refinements to patient care in the region. These include a review of time to ECG acquisition, trauma triage, drug box contents, and pediatric critical care.</p> <p>TEMS has announced the initiation of a regional whole blood program, due to begin in October. Locally, I am proud to report James City County Fire Department will be the first agency in the region to deploy whole blood in the field, also next month. Two units of low titer O+ whole blood will be carried aboard the EMS2 shift supervisor vehicle, available to any patient experiencing life threatening hemorrhage. We welcome any agency with an interest in developing their own program to join this initiative. Please contact me directly with any questions.</p> <p>The Red Dot slow rolled out in July and many agencies were not able to meet the deadline. OEMS has been very free in giving out extensions through December 31st. Agencies can now have a master list for the red dot signoff.</p> <p>State MDC meets 10/6. The Chapter 32 regulations have been discussed in excruciating detail. They should be approved in early 2023.</p> <p>Please feel free to send me any topics of concern or questions for discussion.</p>		

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	<p>Mitch Paulette stated that he just went through his agency inspection and the master list of the department personnel with the red dot chart and OMD signature as one of the main focuses of the inspection.</p>		
8. Staff Reports	<p>Steve Pincus reported the following for Amy Ashe:</p> <ul style="list-style-type: none"> • Amy Ashe, NRP – Field Coordinator – Community Health <ul style="list-style-type: none"> • Mobile Integrated Health <ul style="list-style-type: none"> • Julota Software • Regional training ideas • Bay Rivers Telehealth Workgroup • Behavioral Health <ul style="list-style-type: none"> • Riverside Behavioral Health Emergency Department • CISM <ul style="list-style-type: none"> • Provider Health and Wellness Model • CISM/Peer team training <p>Kevin Brophy reported on the following for Greg Bever, I.T. Systems Specialist:</p> <ul style="list-style-type: none"> • Greg Bever, EMS IT Systems Specialist <ul style="list-style-type: none"> • Implementation of Next Cloud • Audio Visual Upgrades • Security Camera Installation <p>Kevin then reported on the following pertaining to Business Management:</p> <ul style="list-style-type: none"> • FY22 Audit • FY2023 Local Government Support <ul style="list-style-type: none"> • Increased per capita request to .16 • Received all payments • 2022 Partners <ul style="list-style-type: none"> • Riverside - Platinum • Sentara - Gold • VCU Healthcare – Silver • Bon Secours - Silver • Busch Gardens – Bronze <p>Seth Craig reported on the following for Clinical Care:</p>		

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	<ul style="list-style-type: none"> • Protocols Policies and Procedures <ul style="list-style-type: none"> • Red Dot Rollout • Medical Advisory <ul style="list-style-type: none"> • 2023 Protocols • Pediatric Care <ul style="list-style-type: none"> • New protocols • Handtevy Protocol Drafts <p>Steve Pincus reported on the following for Joann King for Education Programs:</p> <ul style="list-style-type: none"> • Peninsula Instructor Network meeting • CEU Programs for Virginia Association of Volunteer rescue Squads • Developing CEU Content • RACE Scoring <p>Steve Pincus reported on the following pertaining to EMS Planning and Emergency Management:</p> <ul style="list-style-type: none"> • HSEEP Exercises <ul style="list-style-type: none"> • RWRH • BSRGH • Website Security Improvements • Protocol Review Requests <p>Debbie Thomas reported on the following pertaining to Clinical Programs:</p> <ul style="list-style-type: none"> • Improve time to 12-lead in STEMI cases <ul style="list-style-type: none"> • Reported to PI, MAC. And EMS Operations Committees • Improve usage/ease of use for RACE scoring in stroke cases <ul style="list-style-type: none"> • RACE document distributed to agencies • Attending 6-day National Fire Academy EMS Quality Management course in October <p>Steve Pincus reported on the following Operations for Travis Veach:</p> <ul style="list-style-type: none"> • PICO Committee <ul style="list-style-type: none"> • ED supply chain issues • Pharmacy Committee • Drug Box Maintenance • Fleet Management 		
9. Office of EMS Report	Chris Vernovai from OEMS		

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	<p>MIH and Community Paramedicine the “Notice of Intent” is on OEMS’s website and must be filled out if the agency is participating in these programs. This includes those agencies who already have had this program up and running.</p> <p>Handtevy-there are more agencies joining in. He requested that any ALS agency who has not already signed on to Handtevy to please sign on so that Tim can get rid of the many boxes of the tapes that go with the program.</p> <p>Symposium registration is ongoing. There will be two EMS Officer courses running simultaneously, but there are only eight slots left open. Registration is only \$100. Awards banquet on Saturday night</p>		
10. OEMS Regional Contract/PEMS Workplan	<p>Chris Vernovai reported that OEMS will be meeting with all of the directors on October 12th at the Embassy Suites in order to go over some other developments and get the final contracts sent to Shared Business Services (SBS). The contracts will have to go up to the commissioner level because of the money value. This will take some time so OEMS decided to do another 3-month extension with the councils. This will run through December 31st. It is the hope that these will be signed and go into effect on January 1st of the new year.</p> <p>Julie Glover asked whether Chris thought that the contracts would be done in time for January. Chris stated that he thought so.</p> <p>Chris also went on to say that the old contracts were very prescriptive in how things were done and on a specific timetable. The new contracts will have the work being performed as described in the policy and not be as restrictive. For example, the awards program and the grants program so that if there are changes a contract modification will not have to be done—more flexibility is being built in.</p> <p>Chief Player stated that there are budgetary implications of working off of the old contract. The Executive Committee is monitoring the impacts and will modify the budget if that becomes necessary.</p>		
11. New Business	<p>1. Resumption of In-person BOD Meetings/Meeting Time</p> <p>Chief Player stated that we now have the capability to have a hybrid model of holding meetings in which people could either attend in-person or virtually. When we met in-person we fed board members because it did not allow time for people to leave work and have dinner prior to the meeting.</p> <p>Chief Player then asked whether the board wanted to change the time of the meetings? Do we wish to continue to serve dinner?</p> <p>Julie Glover inquired whether there was money to do that in light of what was currently going on with the state and the contract process.</p> <p>Chief Player stated that it costed approximately \$400 per meeting. With the virtual component the cost would probably be less.</p>		

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	<p>Sherwin Stewart thought that the in-person meeting would allow the board members better opportunity to get to know one another. He does not think that in-person attendance should be mandatory. He thought that the expense would not be too much since it was only once per quarter. He would like to see this continue.</p> <p>Mitch Paulette stated that he likes the virtual option. He agrees with Sherwin that in-person is good. He suggested perhaps doing two per year - perhaps doing every other meeting in-person to see what the drive would be to return to complete in-person.</p> <p>Shannon Kennedy stated that she would support that.</p> <p>Julie Glover stated the next meeting is in December and inquired whether the board would like to try that to celebrate the holidays as well.</p> <p>There was further discussion and it was decided to have the hybrid meeting.</p> <p>Steve Kopczynski inquired whether the meeting could be move to a week earlier since the meeting date was close to Christmas.</p> <p>Mitch Paulette made a motion to move the meeting to December 14th at 6:30 p.m. Matt Smith provided a second. Motion carried.</p> <p>Chief Dent asked whether the Executive Committee would also be moved to that date. Chief Player stated that it would.</p>	<p>Change BOD Meeting to Dec 14th</p>	
12. Good of the Order	<p>Gary Samuels reported that Rappahannock General is moving forward quickly with their expansion of the ED and renovations. It looks like they will be moving into the new ED around October 17th. May Immaculate is going to expand. They are building a new bed tower. This will also include a new ED. The architect also met with some of the EMS agencies to look at ambulance sizes and areas necessary for the ambulances to turn around. They are also looking at the EMS room size. Gary also stated that he would be reaching out to the EMS agency leadership so that they can have input with respect to things that would be nice for the providers.</p> <p>Chief Player asked Gary Samuels if he knew whether there would be any open house dates at RGH that PEMS could help promote. Gary responded that once they get the front opened renovations would begin on the older section and he anticipates that it will be a March or April timeframe before they can have an open house. The intent is to continue service without interruption.</p> <p>Amber Price stated that the York County Chamber of Commerce is handing out hero awards to the community. These are sponsored by Sentara. On October 3rd they will be handing out the “First Responder” awards. She will let PEMS know who won that.</p> <p>Mitch Paulette from Richmond County stated that they along with Three Rivers Health District are planning on doing a regional flu and COVID-19 vaccination clinic at their facility. The tentative date</p>		

Item	Discussion	Action Required	By Whom/When
	is on November 2 nd . This will be held at the Richmond County Department of Emergency Services station in Warsaw.		
13. Next Meeting and Important Dates	<ul style="list-style-type: none"> a. Next BOD Meeting <ul style="list-style-type: none"> a. December 14, 2022 at 6:30 p.m. b. March 15, 2023 at 6:30 p.m. Important Dates <ul style="list-style-type: none"> a. September 23, 2022, GAB Legislative and Planning Committee b. September 30, 2022, EVHC Board of Directors Meeting c. October 10, 2022, Columbus Day, PEMS Office Closed d. October 12, 2022, Regional Councils/OEMS Contract Workshop e. October 23-28, 2022, NFA Quality Management Course f. November 9-13, 2022, Virginia EMS Symposium g. November 16-18, 2022, GAB Meetings h. November 23-25, 2022, Thanksgiving, PEMS Office Closed beginning 1200 November 23. 		
14. Verify Attendance	Steve Pincus verified the attendance for those who entered the meeting after it got started.	Update Roster	Steve
15. Adjourn	Chief Barrick made a motion to adjourn. The meeting ended at 7:58 p.m.		