



Peninsulas Emergency Medical Services Council, Inc.

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Board of Directors Meeting Minutes

Meeting Date:03-15-2023

Meeting Location: Virtual – MS
Teams

Chaired By: Julia Glover

Begin Time: 6:03 p.m.

End Time: 7:10 p.m.

Minutes Submitted By: Steve Pincus

Draft: Approved Date: 06-22-2023

Members Present:	Members Absent:	Staff:	Others:
Barrick, J. David (EC)(T) TC	Beasley, Jeff	Ashe, Amy TC	Vernovai, Chris (OEMS) TC
Bell, Chris TC	Clifford, Christianne, MD	Bever, Greg TC	
Dent, William (Pat) (EC) (VP) TC	Dodd, Lisa, MD	Brophy, Kevin TC	
Doak, Melissa TC	Gupta, Sudershan, MD	Craig, Seth TC	
Glover, Julia (EC) (P) TC	Kuhns, Mike	King, Joann TC	
Hunter, Greg TC	Lang, Betsy	Pincus, Steve TC	
Kennedy, Shannon, PhD TC	Louka, Amir MD	Thomas, Debbie, TC	
Kopczynski, Steve TC	Stewart, Sherwin		
Massignan, Jason MD TC	Thurman, Sadie		
Northstein, Johanna TC	Veach, Travis (Staff)		
Player, Michael (S) (EC) (NV) TC			
Paulette, Mitch TC			
Price, Amber TC			
Reaves, Stacy TC			
Samuels, Gary TC			
Smith, Matthew TC			
St. George, Dustin MD TC			
Ward, Gary TC			

Item	Discussion	Action Required	By Whom/When
Call to Order	President Julia Glover Call the meeting to order at 6:35 p.m.		
1. Introductions and Attendance	Steve Pincus called out names of those attending and took attendance for the roster	Record Attendance	Steve
2. Consent Calendar*	Julia Glover introduced the consent calendar and asked whether any items needed to be separated out. No members asked to separated items on the consent calendar. Gary Samuels made a motion that the consent calendar be approved all together. Dr. St. George seconded the motion. There was no discussion regarding the motion. Motion carried unanimously.	Change December draft Minutes to Final Minutes	Steve
3. President's Report	<p>Julia Glover noted the following items regarding board membership which needed to be addressed:</p> <p>Membership Changes*</p> <p>1) Expiring Terms</p> <p>a. Kimberly Harper, RN - (At Large)</p> <p>b. Greg Hunter, NRP - Licensed EMS Agency (Middle Peninsula)</p> <p>c. Frank Wingfield - (Middle Peninsula Business)</p> <p>Julie Glover thanked all of those who had served.</p> <p>2) Resignations</p> <p>None</p> <p>3) Renewing Members</p> <p>a. Greg Hunter, NRP - Licensed EMS Agencies (Middle Peninsula)</p> <p>4) New Members</p> <p>a. Chris Bell, NRP, EMS Battalion Chief Williamsburg Fire Department - Licensed EMS Agencies (Virginia Peninsula)</p> <p>b. Betsy Lang, RN, Chief Nursing Officer - Riverside Behavioral Health Center</p>		

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	<p>c. Stacy Reaves, Fire Chief King William Fire and Rescue - City/County Government (Middle Peninsula)</p> <p>d. Gary Ward, Owner, Olivia's in the Village and Scoot's BBQ - Business (Middle Peninsula Business)</p> <p>Johanna Northstein made a motion to accept all of the nominees. David Barrick provided a second to the motion. There was no discussion on the motion. Motion carried unanimously.</p> <p>5) Vacancies - None</p>	Update the committee roster and MS Teams group to reflect the changes per the vote.	Kevin
4. Vice President's Report	Pat Dent stated that he did not have anything to report.		
5. Secretary/Executive Director's Report	<p>Michael Player presented the following to the board:</p> <p><u>Medication Kit Refurbishment Project</u> - There is a need for the PEMS Council to refurbish 355 medication boxes used in the PEMS Regional Medication Kit system. 7 plus years of hard field use with the customized and spec-built kits have revealed a material and design weakness that has led to frequent failures of the plastic latches and the lower clear plastic compartment cover. When they fail, the fractured plastic pieces leave sharp edges that are a safety concern for both the prehospital and pharmacy staff. In addition, repairs take the boxes out of circulation for extended periods of time. This can cause significant delays in placing medic units back in service when the pharmacy does not have sufficient number of boxes to maintain pre-filled regional medication kits to exchange.</p> <p>Working with a local vendor, the PEMS staff has developed a retrofit for the material failures inherent in the original design. Over six months of testing have demonstrated the value of the proposed retrofit to correct the problem and end years of endless, unplanned repairs, reduce system down time, and provide hospital pharmacies with sufficient boxes to make regional medication kits available for immediate exchange with EMS.</p> <p>The cost of the retrofit has been quoted at \$145.00 per box or \$51,475 for the 355 boxes needing retrofit. PEMS has evaluated several funding options including requesting an RSAF grant. However, as the price of the retrofit is based on payment upon completion of the work, and because the work would have to be completed in batches in order to keep the system operational, PEMS would have to pay for the retrofitted boxes upon receipt. And, since the RSAF program cannot allow the PEMS Council to bill against the grant award as the boxes are completed, the Council would have to foot the entire amount of \$51,475 until the project was completed and reimbursement could be requested of the RSAF Grant program.</p>		

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	<p>In talking with the Office of EMS, they indicated that we could request a modification of next year's contract to fund the retrofit and that the reimbursement could be made quarterly. If PEMS requests 80% funding, the match we would have to raise would be \$10,295. Staff has developed a plan to rotate boxes from the system in batches to vendor to be retrofitted and returned until all of the boxes have been retrofitted.</p> <p>In the interim, we will look for about \$5,000 in new partner or sponsor funding to refurbish approximately 32 broken medication kits to help the system make it into next fiscal year.</p> <p><u>New Virginia Statewide EMS Plan</u> - The Virginia Department of Health Office of EMS and the State EMS Advisory Board has drafted a new Virginia Statewide EMS Plan for 2023 - 2025. The Plan has been approved by the GAB and is scheduled to go to the Board of Health for a vote at its next meeting this March. Upon approval, the PEMS Council will begin the process of updating its strategic plan to define how the region will support the State Plan as well as fulfill its own mission.</p> <p>We have included a copy of the new plan for the Board's review and consideration in MS Teams. You will be asked to provide your input for the new regional plan during the month of April.</p> <p><u>Catch Excellence in Action.</u> As I hope you are all aware by now, PEMS is accepting nominations for the 2023 PEMS Regional EMS Awards to be announced at our Annual EMS Day at Busch Gardens celebration in May. Our campaign, called Catch Excellence in Action is centered around the idea that if a person can quickly recognize excellence "caught as excellence happens so-to-speak" it will not be forgotten in the crowd of subsequent events. The way it works is that individuals who wish to nominate use their cell phones open QRS codes on posters in EMS rooms at hospitals, on the websites, on social media to access a short nomination form. They fill it out and it comes to PEMS and then PEMS staff gets back with the nominator to help complete a full nomination. To date, we have received 25 nominations in 11 of the 14 categories. We still have several categories with only one nominee, and at this point we do not have nominees for Health and Safety, EMS for Children, or EMS Innovation. Nominations close on April 21, 2023.</p> <p><u>Committee/Board Member Welcome/Orientation</u> - Staff has identified the need and has begun working on a process to provide a better committee/board member welcome/orientation to better equip the individuals to contribute to the work of the Council. The orientation will include such information as committee makeup and purpose, meeting schedule, copies of recent minutes to help acquaint them with current projects/issues/discussions, a list of other committee/board members and their contact information, and training on the use of MS Teams for document sharing, messaging and meetings. We are working hard to get these completed by April.</p> <p><u>The Final Draft of the new Proposed Chapter 32</u> - Virginia Emergency Medical Services Regulations has been included with your agenda. Once approved, it will replace the current Chapter 31 in the Virginia Code. This is a significant rewrite and is reduced approximately 20% from the current regulations. It also references a proposed Required Vehicle Equipment List that it outside of the Code instead of written into it so that it can be updated as needed to incorporate and recognize changes in</p>		

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	<p>medical products, technology, therapeutics and standards of care without having to go through the lengthy process of regulatory language change.</p> <p>The proposed Required Vehicle Equipment List to be known as the RVEL.</p> <p>Also included with the BOD agenda is a Regulatory Process Current Status Chart which identifies where in the regulatory process Chapter 32 is currently located, and what must be done before the new Chapter is regulation.</p> <p>Chief Steve Kopczynski request that PEMS pays close attention to the changes in the regulations and the effects on the localities.</p> <p>Gary Samuels also stated that it is necessary to look on how the new regulations impacts each member of the agencies.</p>		
6. Treasure's Report	Dave Barrick reported that he met with the business manager, Kevin Brophy, to review the financial status of the council.		
7. Regional Medical Director's Report	<p>Dr. Louka was not in attendance. However, he submitted the following report which Michael Player read to board members present:</p> <p>Protocols:</p> <p>The March protocol update is now available, which reflects months of work on the part of multiple committees over the past months. This includes a number of significant updates to existing protocols, removal of redundant or unnecessary protocols, and the addition of a few new protocols aimed at raising the bar clinically across the region and better supporting providers in the field. The PEMS protocol review submission feature is also active on the PEMS website, which allows any provider to submit suggestions for edits or improvements to the regional patient care protocols. Quite a few providers have already used this feature to great effect. Ultimately, the goal is for the regional protocols to be evidence based and clinically effective while also remaining user friendly for crews in the field.</p> <p>Diversion:</p> <p>Hospital diversion and prolonged wait times or "wall times" have become a hot button issue at meetings with the state office of OEMS. A position statement has been adopted by the governor's EMS advisory board and forwarded to the department of health which specifically reinforces the obligations laid out under EMTALA on the part of hospitals to receive, assess and care for patients presenting to emergency departments. It also clearly states the position that diversion is not an effective tool to reduce ED overcrowding and constitutes a request made by hospitals which EMS may decline. Lastly, it supports and empowers EMS providers to advocate for their patients,</p>		

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	<p>particularly when it is felt that a patient requires urgent or immediate intervention. This will continue to be an area of focus in the coming months.</p> <p>Chapter 32 and Required Vehicle Equipment List:</p> <p>Final drafts of the updated EMS regulations (Chapter 32) and the Required Vehicle Equipment List are now available for review on the office of EMS website. Agencies should review these documents closely and note they are not yet adopted but reflect a variety of updates and changes likely to take effect later this year. https://www.vdh.virginia.gov/emergency-medical-services/regulations-compliance/</p>		
8. Staff Reports	<p>Amy Ashe reported she the Mobile Integrated Health group met twice during the quarter and are currently in Charlotte, NC on a related conference. The Behavioral Health Committee is working with Riverside to determined what their designation is going to be. The state is working on some processes with regard to health and wellness and asked that committee to assist.</p> <p>Greg Bever reported that he is continuing to support staff with I.T. issues. He continues to work with people who are having issues with MS Team. He has built an inventory system in MS Team to help better track inventory and related issues. He has been reaching out to the other councils.</p> <p>Kevin Brophy stated that the “Partner Requests” have gone out. PEMS has received partnership payment from Sentara. The FY24 requests have gone out to the jurisdictions so that they may include in their respective budgets. The money from those requests should become available in July.</p> <p>Seth Craig</p> <p>Joann King stated that they had their third Instructors Network meeting. She wrote a neo-natal resuscitation program and is presenting it in March Madness in York County. She wrote a procedure for those needed to complete the psychomotor testing. All of the protocol tests have been revamped to make them in align with the current protocols.</p> <p>Steve Pincus reported that PEMS has hosted the CHEC courses along with the Basic and Advanced Disaster Life Support Courses at the PEMS facilities. These were well-attended. PEMS determined that there was a need to be able to support agencies with their exercises and drills by helping them with applying moulage to victims. With the demand being recognized, it was also realized that agencies may want to train their own artists. Therefore, PEMS is also hosting a Bob Ryalls Moulage Artistry class at the PEMS Office at the end of March. The two days for those courses filled quickly.</p> <p>Debbie Thomas reported that she has been working with STEMI, Stroke, and Trauma committees to update each of the committee’s respective plans. Going forward the committees plan to put more emphasis on performance improvement within the plans.</p>		

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	<p>Debbie also reported that the performance improvement group want to look at other general performance issues.</p> <p>In April, Debbie reported that she will be going to the ESO conference in April to get additional training on data reporting.</p> <p>Travis Veach was on duty so Steve Pincus reported the following for him:</p> <p style="padding-left: 40px;">The PICO Committee met in January. There was a minor change in the restocking form to make it accurate with the supplies that are being exchanged. The Pharmacy Committee met in February and reviewed medication kit reports. These seem to be mainly centered around documentation issues. A small training PowerPoint presentation was developed so that when these issues occur, there can be some remedial training. This training is suitable for both the providers and those who work in the pharmacies. There are several broken medication boxes. In the test refurbishment boxes it was noted that none of the boxes that had been refurbished, had repair issues. With respect to the fleet maintenance, the SUVs and trailers have passed state inspections. Trailer 1 is currently being refurbished to make it into a support unit. This trailer will be used for the EMS bike ride.</p>		
9. OEMS Report	<p>Chris Vernovai from OEMS reported that the state EMS plan was approved by the Advisory Board. The Board of Health's agenda was full so the approval has been placed on the June agenda. The councils can start working on their strategic plans utilizing the State's plan. There will be several offerings for EMS Officer. A brochure with the majority of the dates when it is being offered was sent to Kevin. It is being offered at the Tidewater Expo as well in other areas. Agencies who are doing the MIH Community Paramedicine need to submit a "Notice of Intent" to OEMS.</p>		
10. Old Business	<p>There was no old business discussed.</p>		
11. New Business	<p>Chief Player shared some informational items concerning the following:</p> <p style="padding-left: 40px;"><u>New Project/Service Funding – State/Federal Grants, Community Grants, Foundation Funding, Partnerships/Sponsorships</u> - PEMS has a stable contract and community support to fund its present services and products, however there are many more that PEMS could be doing to help move the regional EMS system forward. Projects like whole blood and ultrasound, and telestroke and services such as provider health and wellness and behavioral health require funding sources beyond what is currently in the budget. PEMS needs the BOD's assistance in helping to identify sources of federal, state, and local grant opportunities, as well as community, business and foundation fund sources for PEMS. PEMS also needs The BOD's advocacy and support as it attempts to compete for those funds. M. Player asked the BOD consider PEMS whenever they come across such opportunities and contact him or staff with the particulars. He stated that he felt the PEMS mission is so compelling that he believed they could be successful in bringing additional resources to the region if they worked together.</p> <p style="padding-left: 40px;">Communications Responsiveness - PEMS uses email as its primary tool to communicate with the BOD. Staff tried its best not to inundate the BOD with extraneous stuff but they want to keep The</p>		

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	<p>BOD informed and/or obtain information or inputs from the BOD when needed. He stated that if a BOD member has someone who handles a member's business communications and calendar, and we should work through them, just let Kevin know.</p> <p>Based on the feedback regarding the format for BOD meetings, M. Player proposed that the BOD meet virtually with the exception of the December meeting which we schedule as in-person, and perhaps precede with a short reception and dinner. M. Player pointed out that when he presented this same proposal at the Executive Committee Meeting, it was felt that June may be a better month for the in-person meeting it was not near any holidays.</p> <p>In the discussion that followed, J. Northstein stated that she thought that it was a good idea to have the meetings virtually because it allows more flexibility in order to be able to attend. S. Kopczynski stated that was similarly concerned with trying to have an in-person meeting around Christmas time. He stated that he also favored June for the in-person meeting and added that he likes having the virtual meeting option. G. Samuels stated that he liked the idea of having the celebratory meeting at the June meeting.</p> <p>M. Player stated that without objection he would plan for June 2024 to be the BOD' next in-person meeting.</p> <p><u>Board Participation at EMS Day at Busch Gardens</u> - M. Player reminded everyone that PEMS takes the opportunity each May to celebrate with the EMS community and to recognize EMS excellence with its regional EMS awards at the PEMS EMS Day at Busch Gardens. For such an event, PEMS invites EMS leaders, providers, nurses, physicians, administrators, educators, and innovators as well as their families, community leaders and state EMS officials. He stated that the 2023 celebration is on May 20, 2023 at Busch Gardens, and asked everyone to place it on their calendars and make every effort to attend. He stated that if BOD members did not have seasons tickets and wanted to participate, just let PEMS know. He promised that everyone would have a great time, have a wonderful all-you-can eat picnic lunch in the Black Forest and see the products of all their efforts.</p> <p>Julie Glover stated that she highly encourages board members to attend because the PEMS staff goes to a lot of effort to make it a really enjoyable occasion.</p>		
12. Good of the Order	<p>Gary Samuels stated that he wanted to thank Debbie Thomas, Melissa Doak, and Joe Lenderman for their assistance with the "Stroke Center Re-designation." The certifying agencies really liked the regional plans. It really demonstrated why we do things regionally and the value of PEMS.</p> <p>Gary also stated that RGH opened the new ER, and that the president of Mary Immaculate, Darlene Stevenson is retiring at the end of March.</p> <p>The new board members introduced themselves to the board.</p>		
13. Next Meetings and	<p>Julie Glover went over the following:</p> <p>a. Next BOD Meeting</p>		

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Important Dates	<ul style="list-style-type: none"> a. June 21, 2023 at 6:00 p.m. b. September 20, 2023 t 6:00 p.m. <p>Important Dates</p> <ul style="list-style-type: none"> a. March 15, 2023, Spring RSAF Grant Application Period Closes b. April 19, 2023, VHHA Emergency Preparedness Conference c. April 20, 2023, 24th Annual CHKD Pediatric Emergency Medicine Update d. April 21, 2023, 31st Annual Hampton Roads Trauma Symposium e. May 3, 2023, Regional Directors Group Meeting with Virginia Office of EMS f. May 4-5, 2023, Governor’s EMS Advisory Board Meetings g. May 16-21, 2023, Tidewater Healthcare Education Expo h. May 20, 2023, PEMS EMS Day at Busch Gardens i. May 21-27, 2023, 2023 EMS Memorial Bike Ride in Virginia 		
14. Verify Attendance	Julie Glover requested that anyone who signed on after the meeting started speak up so that we could include them on the attendance roster.		
15. Adjournment	Chief Barrick made a motion to adjourn. Gary Samuels provided the second to the motion. Meeting ended at 7:10 p.m.		