



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

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**Board of Directors Executive Committee Meeting Minutes**

A PEMS Council Standing Committee

**Meeting Date:** January 19, 2022

**Meeting Location:** Teleconference

**Chaired By:** Julia Glover

**Begin Time:** 5:03 pm

**End Time:** 6:10 pm

**Minutes Submitted By:** Kevin Brophy

**Draft: Approved Date:** February 16, 2022

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff:</b>	<b>Others:</b>
Barrick, David (T) (TC)	Beasley, Jeff	Brophy, Kevin (TC)	
Dent, William (VP)(TC)	Brann, Jimmy		
Glover, Julie (P)(TC)			
Louka, Amir (RMD)(TC)			
Player, Michael (S) (NV) (TC)			

<b>Item</b>	<b>Discussion</b>	<b>Action Required</b>	<b>By Whom/When</b>
Call to Order	J. Glover called the meeting to order at 5:03pm. A motion was made by D. Barrick and seconded by W. Dent to approve the December 15, 2021 minutes. The motion was passed without changes.		
Financial Report	<p>Financial Statements – K. Brophy made the Council Financial Reports available for review.</p> <ul style="list-style-type: none"> <li>a. Statement of Activity July 1, 2021 – December 31, 2021</li> <li>b. Statement of Financial Activity July 1, 2021 – December 31, 2021</li> <li>c. Budget vs. Actuals July 1, 2021 – December 31, 2021</li> <li>d. Daily Cash Report</li> <li>e. FY22 Projected Cash Report</li> </ul> <p>K. Brophy reviewed the daily cash report and made it available to the members of the EC, if requested, on a daily or weekly basis. K. Brophy reviewed the Cash &amp; Cash Projection Reports, Statement of Activity, and Budget vs. Actuals.</p>		

Item	Discussion	Action Required	By Whom/When
	<p>K. Brophy reported that he had met with the Treasurer to review the financials, cash, ED credit card statements and timesheets.</p> <p>K. Brophy reported that the 4<sup>th</sup> Quarter federal and state taxes and end of year reports (W2s, 1099s) have been filed and have been accepted by the IRS and state.</p>		
Old Business	<p>COVID-19 Operations and Regional Response and Executive Director Report – M. Player reported the following:</p> <p>The Omicron Variant has dominated the news and our region’s healthcare and EMS efforts for the last month. Yesterday’s Region 5 Report found us at 32.7% community transmission rate up from 27.9 last week, and a 44.6% positivity rate, 2x higher than it has ever been. The ED’s are slammed, and I received a picture taken at RRMC last week that showed 5 crews with patients on ambulance stretchers in the ED hall. All of the hospitals are like that. The hospitals are cancelling “elective surgery”, ICUs are full. The only good thing is that it appears that people are no longer going to the ED just for COVID testing without symptoms.</p> <p>The biggest problem facing us now is staffing shortages. Large Fire Departments have seen days with 40 people off on a single shift. One of our hospital systems in the region had 600 employees out in a single day. Coupled with individuals quitting to leave healthcare or to begin travel employment (earning outrageous salaries), it is hard to see where we will end up. One of the bright spots may be that hospital systems throughout the country are moving to different staffing models and some are beginning to embrace the idea of paramedics as nurse extenders similar to the use of physician assistants as physician extenders.</p> <p>The regional councils should be receiving another shipment of testing kits as soon as VDH receives their promised shipment.</p> <p>Almost all of the regional and statewide coordination groups are meeting in earnest again as we battle this wave. The Council attends them all and continues to participate as a system partner with our local government, EMS agency, hospitals, Hampton/Peninsula and Three Rivers public health districts, Eastern VA Healthcare Coalition, EMS Regional Council Directors Group, VDH Office of EMS and Office of Emergency Preparedness, the EMS Advisory Board and VA Department of Emergency Management Region 5. These groups and their products continue to inform our understanding and response to the pandemic.</p> <p>Transfer to MS Teams – M. Player reported the transfer to MS Teams from BBB is almost complete. We have had a wonderful team led by Greg Bever, Debbie Thomas, Steven Pincus and Kevin Brophy move all of our staff operations and 16 separate committees to the new platform with barely a hitch. The new platform provides so many more features than the other – probably the most important of which is that it is accessible anywhere by apple or android app. As we continue to move to collaborative software and away from in person meetings for much of our work, this platform promises solutions to much of what we have struggled with conference software in the past.</p> <p>Redesignation – M. Player reported while we have not heard anything from OEMS regarding the status of the redesignation process, we know they are struggling with a change of administration, a very active session of the general assembly with many proposed public health and emergency response bills, and a resurgent</p>		

Item	Discussion	Action Required	By Whom/When
	<p>pandemic wave. OEMS postponed the in-person January Regional Council Contract Workshop/Retreat as well as all of the February EMS Advisory Board Meetings.</p> <p>Staff Changes - As I am sure you are aware, Seth Craig began his full-time position as Director of the EMS Education Program at Rappahannock Community College beginning January 1, 2022. He also agreed to accept his old part-time position with the PEMS Council as EMS Field Coordinator – Clinical Care beginning on the same date. His PI duties have been absorbed by Debbie Thomas who is already doing the lion’s share of data mining and PI work with her three clinical programs, Stroke, STEMI and Trauma.</p> <p>We wrapped the educational elements of Seth’s old job into a new part-time position entitled EMS Field Coordinator – Education Programs and put that announcement out last week. That will close on January 28.</p>		
New Business	<p>Executive Committee Meeting Time Change – K. Brophy reported that the Executive Committee meetings will begin at 5:00 pm every month versus only during Board Meeting months.</p> <p>Annual Report – M. Player presented the FY21 Annual Report for approval by the Executive Committee. A motion was made by D. Barrick and seconded by W. Dent to accept the Annual Report. The motion passed without changes.</p> <p>Updated FY22 Budget – K. Brophy presented an updated FY22 Budget for approval by the Executive Committee. A motion was made by W. Dent and seconded by D. Barrick to accept the budget as presented. The motion was passed without changes and the updated budget was approved.</p> <p>OEMS – Regional Council Workshop – This was addressed during the Executive Director report.</p> <p>Executive Session – J. Glover called the meeting into Executive Session at 5:42 pm to discuss a personnel matter. J. Glover called the meeting back into regular session at 6:05 pm.</p>		
Good of the Order	The next meeting is February 16, 2022 at 5:00pm		
Adjournment	The meeting was adjourned at 6:10 pm		