



Peninsulas Emergency Medical Services Council, Inc.

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Board of Directors Executive Committee Meeting Minutes

A PEMS Council Standing Committee

Meeting Date: April 19, 2023

Meeting Location: Teleconference

Chaired By: Julia Glover

Begin Time: 5:02 pm

End Time: 6:09 pm

Minutes Submitted By: Kevin Brophy

Draft: Approved Date: June 21, 2023

Members Present:	Members Absent:	Staff:	Others:
Barrick, David (T) (TC)	Louka, Amir, MD (RMD)	Brophy, Kevin (TC)	
Dent, William (VP) (TC)	Stewart, Sherwin		
Glover, Julie (P)(TC)			
Player, Michael (S) (NV) (TC)			
Samuels, Gary (TC)			

Item	Discussion	Action Required	By Whom/When
Call to Order	J. Glover called the meeting to order at 5:02 pm. A motion was made by G. Samuels and seconded by W. Dent to approve the March 15, 2023 draft 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"> a. Statement of Activity July 1, 2022 – March 31, 2023 b. Statement of Financial Activity July 1, 2022 – March 31, 2023 c. Budget vs. Actuals July 1, 2022 – Match 31, 2023 d. Daily Cash Report e. FY23 Projected Cash Report <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 Position Report, Cash Projection Report, Statement of Activity, Statement of Financial Position, and Budget vs. Actuals.</p>		

Item	Discussion	Action Required	By Whom/When
	<p>K. Brophy reported that the 1st Quarter 2023 taxes have been filed and accepted by the IRS and State.</p> <p>K. Brophy reported that the 3rd Quarter OEMS contract payment has been received and the Chesapeake Bank partner payment has been received.</p>		
Old Business	<p>Executive Director's Report- M. Player reported the following:</p> <p>2023 PEMS Regional EMS Awards - Our program of Catch EMS Excellence has been very successful in obtaining nominees in all categories. In fact, we have received thirteen nominations for Outstanding EMS Provider alone. The 2023 Award Winners will be announced at EMS Day at Busch Gardens on May 20, 2023. I would like to have representation from the Executive Committee present for this important day and event. Please let Kevin or I know if you can attend and if you need a ticket.</p> <p>CSR Assistance for EMS Agencies - In 2017, the US Congress passed H.R. 304 - Protecting Patient Access to Emergency Medications Act of 2017 which requires the DEA to promulgate regulations requiring the registration of EMS agencies stocking schedule II-V Drugs. The Proposed Rulemaking Publication date was scheduled for October 5, 2020 and is overdue. While the regulations have not been finalized, it is expected that when they are finalized, each agency will need its own Controlled Substance Registration (CSR) in order register with the DEA. It is also expected that the current process by which kits are exchanged with hospital pharmacies will no longer be allowed. While the process is currently allowed by the Virginia Board of Pharmacy, it has several problems in their eyes and the DEA's. The drugs in the kit are possessed under a hospital's DEA registration, yet the drugs are being transported throughout the community and to other hospitals with limited ability for either hospital to protect the security of or account for the drugs.</p> <p>In preparing to assist EMS Agencies in transitioning from the current regional drug box systems to purchasing, storing and maintaining their own kits/unit with Class II-VI drugs, IV solutions, prescription only devices and medical gases, the State conducted a survey and learned that of the hundreds of licensed EMS agencies in the Commonwealth, only-70 possessed a CSR and over 40 held the wrong CSR. That in mind, it is obvious that EMS Agencies must be assisted in complying with existing regulations before we can expect them to handle new ones and PEMS has decided to provide them with assistance. EMS Field Coordinator - Operations, Travis Veach will begin working with PEMS Licensed agencies to help them obtain their CSRs. We are not an enforcement agency, and Travis will only act as a resource to help guide them through the process to obtain the CSR needed for their particular operation. This will be an effort throughout the summer.</p> <p>RSAF Grant Review Grades and Comments - Last Tuesday the PEMS RSAF Grant Review Committee met and graded 10 applications for 18 separate requests, costing \$722, 032.50 for which the Grant Funds requested was \$389,414.43. The PEMS RSAF Grant Review Committee includes two EMS Agency representatives from each Peninsula and is Chaired by the PEMS Treasurer, Chief Barrick. They did a great job in grading the grants and providing important comments on each grant application to guide the State Financial Assistance Review Committee. The grades and comments were assembled and submitted to the State by the April 18, 2023 deadline. We will learn if any of our agencies were funded when the awards are announced in July.</p> <p>Performance Improvement Assistance for Rural/Smaller EMS Agencies - EMS Field Coordinator - Clinical Programs, Debbie Thomas is responsible for the Council's Performance Improvement Program. Debbie</p>		

Item	Discussion	Action Required	By Whom/When
	<p>Thomas and EMS Systems IT Specialist Greg Bever along with PI representative from other Regional Councils attended a week-long ESO conference in Austin , TX last week to gain additional experience with Pre-hospital Patient Care Reporting System and its Data Bridge. All expenses for the Regional Council attendees were paid for by the State Office of EMS and it resulted in a significant amount of information and discoveries that should result in the system providing more utility for the regional councils than it has in the past - making it easier to obtain regional data. However, the big problem is not the software, it is the poor quality of patient care data reporting, especially from smaller, rural, volunteer and non-transport EMS agencies.</p> <p>It is incumbent that we find a way to assist those agencies with these processes. M. Player will be looking for a way to fund additional staff hours for such work. Debbie Thomas identified this problem while trying to evaluate regional EMS delivery system metrics, and working with the hospitals and the three clinical programs of Trauma Triage, Stroke and ST-Elevation Myocardial Infarction.</p> <p>G. Samuels reported that he has been working with agencies that transport to Rappahannock General Hospital concerning missing patient reports and data.</p>		
New Business	<p>New Partner – Chesapeake Bank - K. Brophy reported that Chesapeake Bank has become a new Bronze Partner.</p> <p>BLS Psychomotor Competency Verification Policy/Consolidated Testing Policies/CTS Position Description – M. Player reported that CTS testing had been stopped two years ago and has not been restarted. There is still a need for skills verification for legal recognition, re-entry, and challenge candidates. The state has asked the Regional Councils to conduct these tests. The state has produced a process for managing the tests and PEMS has written policies and procedures that will be managed by the Field Coordinator – Education Programs to administer the competency verifications. M. Player presented the new policy for review and approval as well as a request to remove all the CTS positions and policies and procedures. A motion was made to approve the request, seconded by D. Barrick. The motion was approved without opposition.</p> <p>2023-2025 Regional EMS Strategic Plan - The Governor’s Advisory Board has recently approved a final draft of the 2023-2025 State EMS Strategic and Operational Plan. As that moves to the Board of Health for final adoption, the regions must begin the process of revising their Strategic Plans. A copy of the final 2023-2025 State Plan and the current PEMS Regional Plan has been provided. As has been requested of the other committees, I ask that the Executive Committee review the State Plan, especially those objectives and action items for which the regional council (RC) is listed in Accountability, and then suggest changes to the Regional Plan to either align or support the State Plan or to address new or existing regional issues, concerns, or needs. The Executive Committee has a unique view of the organization and its mission as we struggle with its resourcing on a monthly basis. We can either meet specifically to address your review and suggested changes or you can submit them individually via SharePoint. I would like to get all of the Executive Committee’s input by the June meeting.</p>	EC to submit ideas by June 21, 2023 EC Meeting.	G. Samuels to coordinate responses, suggestions in one document
Good of the Order	The next Executive Committee meeting is May 17, 2023 at 5:00 pm.		

Item	Discussion	Action Required	By Whom/When
	<p>M. Player wants to make the Executive Committee aware some of the work being done by our great staff at each Executive Committee meeting. M. Player reported that the PEMS Field Coordinator - Education Programs, Joann King did a substantial amount of work to build the Handtevy Database based on PEMS Protocols and PEMS MedKit/Drugbox system. This is currently being used by Camp Peary Fire Department and being made available to EMS Agencies who use the PEMS Protocols and Drug Box to use as the framework for their own Handtevy Survey. It will save these agencies an incredible amount of time and effort. Some potential changes may be needed predicated on what type of airways and cardiac monitors that a particular agency uses. If they use igel airways or Zoll monitors, they won't have to make any changes.</p> <p>M. Player reported that PEMS and TEMS have completed a promotional video with Riverside that highlights the relationship with Riverside and the two Council's. The video was shown to the Executive Committee.</p> <p>Important Dates:</p> <p>March 15, 2023, Spring RSAF Grant Application Period Closes April 19, 2023, VHHA Emergency Preparedness Conference April 20, 2023, 24th Annual CHKD Pediatric Emergency Medicine Update April 21, 2023, 31st Annual Hampton Roads Trauma Symposium May 3, 2023, Regional Directors Group Meeting with Virginia Office of EMS May 4-5, 2023, Governor's EMS Advisory Board Meetings May 16-21, 2023, Tidewater Healthcare Education Expo May 20, 2023, PEMS EMS Day at Busch Gardens May 26-27, 2023, 2023 EMS Memorial Bike Ride in Virginia</p>		
Adjournment	The meeting was adjourned at 6:09 pm		