



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

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**PEMS Interfacility Cooperation Organization Meeting Minutes**

A Subcommittee of the Board of Directors

**Meeting Date: 4-19-2018**

**Meeting Location: PEMS – PEMS  
Classroom**

**Chaired By: S. Parker**

**Begin Time: 3:06 p.m.**

**End Time: 3:46 p.m.**

**Minutes Submitted By: S. Craig**

**Draft  Approved Date: 07-19-2018**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>Staff:</b>	<b>Others:</b>
Beck, Craig (TC)	Cuccherini, Mike	Craig, Seth	Mathews, Judy (RTH)(TC)
Cumbie, Beth (TC)	Gourley, Jessica		
Edmonson, Kelly (TC)	Harper, Kim		
Lang, Betsy (TC)	Keithley, Tom		
Metzner, Shawn	Klink, Shanon		
Parker, Sarah (Chair)	Laing, Jim		
	Mann, Dennis		
	Orson, William		
	Paxton, Michelle		
	Smith, Thamera		
	Stevens, Ashlee		
	VACANT (Langley AFB)		
	Wilmoth, Donna		

<b>Item</b>	<b>Discussion</b>	<b>Action Required</b>	<b>By Whom/When</b>
Call to Order	3:06 p.m. by S. Parker		
Introductions & Membership Changes	Introductions were made.  Updates to Positions on rosters noted and made. The following were confirmed during the meeting: 1. Remove Lauren Hogge, RGH. Replacement has already been added to roster. 2. Add Judy Mathews to RTH as the Hospital Administrator.	Update PICO Roster and group email list.	P. Hoyle and J. Bendit 4/30/18

Item	Discussion	Action Required	By Whom/When
Minutes	Changes to Draft of 1-18-18 Minutes: Rappahannock General Hospital, not Rappahannock Regional Hospital, date changed from 2017 to 2018. PICO Meeting. K. Edmonson made a motion to approve the 1-18-18 PICO Meeting Minutes with corrections. Second by B. Lang. Unanimous approval by the group.	Post approved minutes.	P. Hoyle 4/30/18
Hospital Updates	<ul style="list-style-type: none"> <li>a. Hampton VA Hospital – No report</li> <li>b. Langley AFB Hospital – No report</li> <li>c. Sentara CarePlex Hospital- No report</li> <li>d. Bon Secours Mary Immaculate Hospital – no major issues.</li> <li>e. Riverside Doctors’ Hospital – No updates.</li> <li>f. Sentara Williamsburg Regional Medical Center – Beth Cumbie reported they are reducing time for patients sitting in ED, having successful patient turn around. Willing to share the process at a later date. They are hosting Children Safety day June 22<sup>nd</sup> .</li> <li>g. Riverside Regional Medical Center – B. Lang reported Trauma Symposium April 27<sup>th</sup>, 2018. Stroke Symposium in May.</li> <li>h. Riverside Walter Reed- No report</li> <li>i. Bon Secours Rappahannock General Hospital – S. Parker reported next EMS Outreach event May 24<sup>th</sup> . Significant number of EMS run reports missing. EMS restocking forms not being completing. B. Cumbie reporting similar issue.</li> <li>j. Riverside Tappahannock Hospital – Full Scale MCI Exercise May 4<sup>th</sup>. Recruiting to fill ED Director.</li> </ul>	EMS Operations Cmte	J. Bendit 7/3/18
EMS Updates	<ul style="list-style-type: none"> <li>a. PEMS Council- <ul style="list-style-type: none"> <li>i. MIR Review- MIR is not punitive, but rather tracks trends within the system. None at this time. Reviewed MIR 18-002 that was closed back in January. S. Craig reminded PICO that the MIR is a good way to document waste of IOs, etc to determine if it is an equipment or training issue. RTH had a period of low supply, it was not a refusal to supply IO needles.</li> <li>ii. Annual Review of PEMS Diversion Policy. All members approved as written.</li> <li>iii. Annual Review of PEMS Ambulance Restocking Agreement. All members approved as written.</li> <li>iv. Annual Review of PEMS Emergency Department Supply Replacement. All members approved as written. RHCC/VHASS Updates: S. Metzner stressed the importance of reporting diversion and bed status at least 1 time a day. Green &gt; 75% monthly reporting; Yellow = 75-50% reporting; Red = &lt;50% reporting in the month. He is available to come to agencies for assistance/training. Diversion is strong, clinical not so strong.</li> </ul> </li> </ul>		
Old Business	<ul style="list-style-type: none"> <li>a. Now accepting PEMS Annual Awards submissions, the form is online. PEMS is keeping this in front of everyone so good performance can be recognized immediately. Due close of business 4-20-18.</li> <li>b. Blood drawing in the field prior to EMS arrival to hospital. Recommendations of PICO: Forward to EMS Operations. SWRMC, RDH, currently have JCCFD, WFD, and YCFLS. Patient specific, particularly Stroke &amp; STEMI. Williamsburg Regional and Doctors Hospital are having great success. MIH with York County is also working well.</li> <li>c. Additions to the Emergency Department Supply Replacement form for the annual review. Items requested from the EMS Operations Committee. Items discussed: <ul style="list-style-type: none"> <li>-Medication Labels</li> <li>-ETT Holder adult/peds</li> <li>-Combat Applied Tourniquet (CAT)</li> <li>-Blood tubes for those drawing blood (JCCFD, WFD, YFLS)- The hospitals currently providing</li> </ul> </li> </ul>		

Item	Discussion	Action Required	By Whom/When
	<p>blood tubes have created a packet that complies with both laboratories</p> <ul style="list-style-type: none"> <li>-Vacutainer (JCCFD, WFD, YFLS)</li> <li>-Vomit bags</li> <li>-BP Cuffs automatic sizes LP-15</li> <li>-3cc syringes added to the variety (1cc, 5cc, 10cc, 30cc)</li> </ul> <p>Committee voted to keep Supply list as written at this point.</p>		
New Business	<ul style="list-style-type: none"> <li>a. Notes from RGH EMS Outreach Meeting 02-05-18. RGH reported that AMR blocking ambulance bay is improving. Next EMS Outreach is May 24<sup>th</sup>.</li> <li>b. Pharmacy Committee request review point of exchange for PEMS Drug Boxes in EDs. S. Craig discussed the procedure regarding Drug Box security, outside and inside cards, and ensuring they are completed at time of exchange.</li> <li>c. Stop the Bleed Train the Trainer Shawn Metzner, willing to offer training July 19<sup>th</sup>, 2018 @ PEMS 1:00 pm. Committee members voted to offer the course prior to next meeting. Group approved unanimously.</li> </ul>	Announce Stop The Bleed Train the Trainer Course	P. Hoyle 4-30-18
Good of the Order	<p>Important Dates:</p> <ul style="list-style-type: none"> <li>a. PEMS Annual EMS Awards nominations due April 20, 2018 at close of business.</li> <li>b. Annual Hampton Roads Trauma Symposium 04/27/2018.</li> <li>c. Centers for Domestic Preparedness hosted by Riverside M. Wrath: Emergency Disaster Response Team training. May 15, 16, and 17, 2018. Mobile program planned. Bon Secours, Riverside and Sentara involvement requested. Shawn Metzner: metzner@vaems.org</li> <li>d. PEMS Annual EMS Awards Day at Busch Gardens May 19, 2018.</li> <li>e. Stop the Bleed Train the Trainer July 19<sup>th</sup>, 2018 @ 1:00 pm PEMS Office</li> <li>f. Highly Infectious Disease Training EVHC June 12 Sentara Princess Anne or 14 (MIH), 2018</li> <li>g. EMS Symposium November 8-12, 2018.</li> </ul> <p>Attendance verified.</p>		
Next Meeting	Next meeting: Thursday, July 19 <sup>th</sup> , 2018 from 1500-1630.		
Adjournment	Motion to adjourn by C. Beck. Second by B. Lang. Motion approved unanimously at 3:46 p.m.		