

**Financial Assistance Review Committee (FARC)  
Quarterly Meeting  
Crowne Plaza Hotel Richmond West  
Richmond, Virginia  
August 9, 2012  
1:00 PM**

| <b>Members Present:</b> | <b>Members Absent:</b> | <b>Administration Staff:</b> | <b>Staff/Other Guests:</b> |
|-------------------------|------------------------|------------------------------|----------------------------|
| Billy Altman, Chairman  | Pokey Harris           | Amanda Davis                 | Byron Andrews              |
| Barbara Brown           |                        | Linwood Pulling              | Matt Tatum                 |
| Dan Butler              |                        |                              | Dale Wagoner               |
| Dan Norville            |                        |                              |                            |
| Robert Trimmer          |                        |                              |                            |
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| <b>Topic/Subject</b>                             | <b>Discussion</b>  | <b>Recommendations, Action/Follow-up;<br/>Responsible Person</b> |
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| <b>I. Approval of 05/17/2012 Meeting Minutes</b> | Billy Altman, FARC Chair, made a motion to approve the minutes from March 17, 2012.  | Minutes approved   |
| <b>II. RSAF:</b>                                 |  |  |
| A) Introduction of new FARC member               | Dan Norville, Battalion Chief, Norfolk Fire & Rescue was appointed by the EMS Advisory Board to serve on FARC effective July 1, 2012. Dan represents the Tidewater EMS Council and has been with Norfolk F&R for 34 years. He is also a member of the Tidewater DMAT team.   | No further action is required                                    |
| B) Introduction of new FARC Chairman             | Billy Altman was elected the new FARC Chair at the May 17, 2012 FARC meeting. Billy represents the Western VA EMS Council and has served as a committee member on FARC for 3 years.  | No further action is required                                    |
| C) Reimbursement Form                            | The OEMS Travel Expense Reimbursement form has been updated with highlighted changes. The form has changes that include: mileage (driving personal vehicle, public transportation, State owned vehicle, organizational owned vehicle, riding with another person who is claiming reimbursement). Updates also include individuals using their credit card or "Direct Bill" to OEMS. The reimbursement process is explained thoroughly in the updated form. | No further action is required                                    |

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|---|--|---|
| <p>D) Communications Grants</p> <ul style="list-style-type: none"> <li>• P25 Compliance</li> <br/> <li>• Communications Questionnaire (Radio)</li> </ul>    | <p>During the 06/12 grant cycle discussion centered around P25 compliance to discuss P25 compatible vs. P25 compliance. Discussion included infrastructure (repeaters, towers etc) vs. equipment, however at that time FARC determined when using State monies a grant request must be P25 complaint. Billy Altman, Chairman of the FARC, received a letter from Rob Logan, Executive Director of the Western Virginia EMS Council. In the letter Mr. Logan questioned why repeaters in Alleghany County had to be P25 compliant. Mr. Logan had spoken with their National communications expert who felt this wasn't necessary. Mr. Altman explained to Mr. Logan that FARC members were not the experts on P25, however FARC consulted with communications experts such as the State Interoperability Coordinator and the EMS Advisory Board's Communications Committee. After consulting with them, FARC determined that grant requests for communications equipment must be P25 compliant.</p> <p>In past grant cycles applicants completed the "Radio Questionnaire" if applying for radio equipment, however this questionnaire is now required for all communications equipment and has been renamed the "Communications Questionnaire" due to the P25 compliance issue. The grantee will now be required to fill out this questionnaire for all communications requests (not just for radios).</p> | <p>The Communications Committee is meeting tomorrow, August 10<sup>th</sup> at 9:00 am. Vic Buisset, VDEM Communications, will discuss P25 further and may determine P25 compatibility may be more beneficial to EMS agencies within the Commonwealth. It may be beneficial for FARC to attend since the P25 issue will be discussed.</p> <p>FARC will pilot this questionnaire during the 12/12 cycle to see if amendments need to be added. No further action is required</p> |
| <p>E) New Special Priority</p> <ul style="list-style-type: none"> <li>• VPHIB Migration to Version 3 (VAv3)</li> <br/> <li>• VPHIB Questionnaire</li> </ul> | <p>OEMS has begun the Virginia Pre-Hospital Information Bridge (VPHIB) migration to Version 3 (VAv3). OEMS has added this as a Special Priority for the upcoming grant cycle. The grantee can ask for hardware, software, licenses, support and services.</p> <p>Applicants requesting VAv3 items will be required to complete the VPHIB questionnaire. This questionnaire is only required for the VAv3 special priority. If applicants want to be considered a special priority, they must also fill out the Special Priority Questionnaire. FARC requested a report that determines if applicants are VPHIB compliant prior to reviewing applications. Mrs. Davis, OEMS Grants Manager, explained that compliance is determined after the award date due to the frequency of the system being updated. If grantees are determined as not being compliant they are special conditioned to become compliant before their reimbursement is issued.</p>   | <p>No further action is required</p> <p>No further action is required</p>   |
| <p>F) Virginia Association of Vol Rescue Squads Grant</p>   | <p>In the June 2012 grant cycle, VAVRS put in a grant for (2) Leadership Challenges, (3) 1-day agency management and (10) 2-day squad FIN teams at 100% funding. VAVRS was awarded (1) Leadership Challenge course in the amount of \$21,700.00. There were many special conditions placed on this grant with the most timely condition stating: "Must submit course curriculum/agenda to OEMS for review/approval within 30 days of grant award". Karen Wagner has been working with Mrs. Davis and has submitted this information and much more. Mrs. Davis thought it was worth recognizing their efforts.</p>  | <p>No further action is required</p>  |



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|                        | <p>This will be used for training throughout the Western Virginia EMS Council area. They have invited FARC and OEMS to attend their opening ceremony (unveiling) on August 11, 2012. Billy Altman and Mrs. Davis are planning on attending.</p> <p>Dale Wagoner thanked FARC for the hundreds of hours they put into reviewing and grading the RSAF grants.</p> <p>FARC discussed the possibility of seeing more grant requests for the patient loading systems. The concern is: 1) what vehicle are they putting this in, 2) what is the age of the vehicle (this system won't work in the older vehicles) 3) do they know if the vehicle they are putting this in has been reinforced and 4) do they realize that we are only paying for the system and not for any modifications that would need to be done to the ambulance? The vendor will be at the EMS Symposium and FARC would go to the vendor hall and see the patient loading system. They could then ask questions and get a better understanding of what's involved.</p> | <p>No further action is required</p> <p>Mrs. Davis will put this on the agenda for the quarterly meeting in November.</p> |
| <b>VI. Adjournment</b> | Billy Altman, FARC Chair, made a motion to adjourn.  | The next quarterly meeting will take place on November 8, 2012 in Norfolk at the OEMS Symposium.                          |
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