

**State EMS Advisory Board Meeting
The Place at Innsbrook, Glen Allen, Virginia
February 4, 2005
1:00 p.m.**

Attendance:

Board Members: Randy P. Abernathy; Coan G. Agee; Byron F. Andrews, III; Donald R. Barklage, Jr.; Earl N. Carter, Jr.; Gary P. Critzer; Robert V. Crowder, III; Chip Decker; Theresa E. Guins, M.D.; Catherine Hudgins; Rao R. Ivatury, M.D.; George W. Langford; Stewart W. Martin, M.D.; Genemarie McGee; Morris Reece; Linda Sayles; Karen D. Wagner; Kent Weber; and Douglas R. Young

Absent: Sherrin C. Alsop (excused); May H. Fox (excused); Michael S. Gonzalez, M.D.; Dr. Lori Moore (excused); Michael B. Player (excused);

Staff: Gary R. Brown; Scott Winston; Carol Gilbert; Timothy Kimble; Michael D. Berg; Karen C. Owens; Ruth Robertson; Ken Crumpler; Carolyn Halbert; Paul Sharpe; Jimmy Burch; Carol S. Morrow; Dennis Molnar; Steve Puckett; Warren Short, Jr.; Chad Blosser; Petra Menzel; and Irene Hamilton

Others: Jennie Collins; Laura Walker; John Cooke; Sara Gaba; David Hoback; Gary Dalton; Wanda Legge; Ed Rhodes; Dave Cullen; Don D. Wilson; Kester F. Dingus; John R. Dugan, III; Lee Hieginbotham; Kathleen Colantuono; Rohn M. Brown; Tina Skinner; Jim Chandler; Melinda Duncan; Connie Purvis; Craig Bryant; Chris Slempe; Seth Mowles; Jon R. Donnelly; Rick McClure; Mike Harmon; Andrew D. Snead; Linda G. Johnson; and Mary Kathryn Allen;

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to Order – Donald Barklage	Mr. Barklage, Chair, called the meeting to order at 1:00 p.m.	
Approval of the November 19, 2004 Minutes	The Chair called for a motion to adopt the minutes as presented, if there are more corrections.	The minutes from the November 19, 2004 meeting were approved as presented
Approval of February 4, 2005 Agenda	The Chair calls for a motion to adopt the draft agenda as presented with one possible change. If accepted, one committee report would be given earlier because the board member giving the report has a scheduling conflict.	The agenda for the meeting is approved as presented with the possible change in order for committee reports.
Chairman’s Report – Donald Barklage	<p>The EMS Advisory Board Bylaws mandate that the EMS Advisory Board annually receive and review an annual audit of the VAVRS Financial Statement. Accordingly, the Executive Board has completed this task. The Chair entertained a motion to receive the audit. The following motion was made and properly seconded. The Chair opened the floor for discussion, and hearing none, the vote was taken.</p> <p>Board members should have received email notification about an upcoming retreat for Board members and interested stakeholders. The retreat is scheduled on April 7, 2005. The location of the retreat will be the Embassy Suites Hotel in Richmond, Virginia.</p> <p>The retreat will have an emphasis on a couple of key items. 1) Approval of the State EMS Plan; and 2) the JLARC Report(s) recommendations In accordance with a motion made at the last Board meeting, a letter has been issued to the National</p>	<p>MOTION: The EMS Advisory Board moves to accept the 2003 Annual Audit of VAVRS. YEAS= 19; NAYS = 0; ABSTENTIONS = 0 The motion was carried unanimously.</p>

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	<p>Association of EMTs with respect to the EMS Advisory Board's position on the proposed National Scope of Practice. Copies of the letter were distributed to Board members.</p> <p><u>Organizations – Position Papers</u> - At the last Board meeting, the Chair asked that each member organization develop a position paper giving an overview of their organization. No papers have been submitted; and the Chair asked once again for organizations to send him these papers. Mr. Barklage wants to compile this information into a package that would be presented to new Board members during their orientation.</p> <p><u>Board Members Terms of Office and Expiration</u> – The Chair pointed out that several Board members will be rotating off the Board this June. Organizations represented by members rotating off were asked to start thinking about persons they would like to nominate to sit on the Advisory Board.</p> <p><u>Special Presentation</u> – Delegates Leo Wardrup and John Welch, co-sponsored HJR 677 honoring Kent Weber for his “sterling record of service to the nation, the Commonwealth and to the Tidewater community... “. Ed Rhoads and Mr. Barklage made the presentation to Kent Weber.</p>	
First Vice Chair Report – Michael Player	Mr. Player was ill and unable to attend the meeting. Therefore, there was no report.	
Second Vice Chair Report – Dr. Stewart Martin	Dr. Martin did not have a report.	
State Medical Director's Report – Dr. Gilbert	Dr. Gilbert had no action items to report. However, Dr. Gilbert asked that the Board take a moment of silence for the two EMS providers from LifeEvac who were killed in the helicopter crash in January in Northern Virginia.	
Office of EMS Reports – Gary Brown and OEMS staff	<p><u>Board Members – Terms Expiring</u> - Letters will be sent to each organization from the Office of EMS. Mr. Brown explained that organizations will be getting additional correspondence from the Secretary's office asking for nominations, as well.</p> <p><u>National Scope of Practice</u> – Mr. Brown stated that because of the enormous correspondence sent in opposition of the planned changes that the effort has slowed down somewhat. Mr. Brown read some highlights from a joint Position Paper from the National Association of EMS Physicians and the National Association of State EMS Directors regarding this issue. Mr. Brown said that once the position paper is adopted formally by the two organizations, the Office of EMS will distribute copies to all Board members.</p> <p><u>2005 General Assembly Legislation</u> - Mr. Brown told the Board members that several pieces of legislation were introduced in the General Assembly as a result of the JLARC Study and Report on Emergency Medical Services. Mr. Brown gave an overview of the bills.</p> <p>HB2252 –Delegate Bell – Emergency Medical Services Advisory Board; increase in membership - This bill has been withdrawn.</p>	

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	<p>HB2522 – Delegate O’Bannon and SB1145 – Senator Deeds – both bills address Emergency Medical Services Advisory Board; increase in membership – Mr. Brown explained those two bills; Delegate O’Bannon’s bill caps the board’s membership at 28, adding the three councils that currently do not have seats and continues the two seats for VAVRS. SB1145 caps the board membership at 27; reducing VAVRS from two to one seats on the Board. Ed Rhoads explained that these two bills have been combined, and Senator Deed’s bill will be rolled into HB2522.</p> <p>Mr. Brown explained that there were a couple of bills that adds some objectives to the Health Codes of Virginia., in order to codifying several programs, Emergency Medical Dispatch, and Accreditation, Emergency Medical Services for Children, HMERT Programs, and CISM. Mr. Rhoads reported that HB 2239 – O’Bannon and HB2253 – Bell; HB2239 rolled into HB2253. Senator Deeds has also introduced the same bill in the Senate as SB1146.</p> <p>HB2238 – O’Bannon – Deals with the definition of response times and adds code language that allows the Commissioner to assess fines for non compliance to EMS Regulations. This bill has been amended in committee and reported out of the committee.</p> <p>HB2523 – O’Bannon – This bill clarifies the fact that localities can charge for the provision of ambulance services. This bill has been reported out of committee.</p> <p>SB1060 – Lucas – Establishes a pilot motor medics program in the South Hampton Roads area to allow the use of motorcycles as an EMS vehicle. This bill has been reported out of committee.</p> <p>SB1344 – Lucas – Adds language to the Code of Virginia that will exempt wheelchair or transportation services from being regulated by the Office of EMS. This bill has been reported out of committee.</p> <p>Ed Rhodes discussed some additional bills of interest.</p> <p>Mr. Brown discussed one additional bill, HB2521. This bill adds language to the Code of Virginia. The bill was modified but basically states that localities will seek to ensure the provision of emergency medical services within their locality.</p> <p>Mr. Brown also discussed the Budget Amendments. Three budget amendments have been submitted by Delegates O’Bannon, Orrock, Morgan and Senator Stolle. The Office of EMS is hopeful that the \$3.45 million restored to the EMS budget.</p> <p>JLARC Report on the Use and Financing of Trauma Centers in Virginia – A copy of this report in its entirety was included in the Quarterly Report to EMS Advisory Board. Mr. Brown gave the Board updates on three budget amendments with regards to trauma systems. Mr. Brown encouraged Board</p>	

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	<p>members who support the three amendments to contact their local legislators.</p> <p>Office of EMS Personnel Updates – Scott Winston The Office of EMS will add four new staff positions within the next 30 days. Winne Pennington has been hired to work with the Emergency Operations unit as a Planner. Dedira Snipes who has been in a wage position with the Office of EMS for several years has been hired into a full time position as a Public Relations Assistant, working with Ruth Robertson. A new wage position will be added the end of February to work with Regulation and Compliance and Trauma and Critical Care to address the Patient Care Reporting program. Rohn Brown has been hired as the Technical Assistance Coordinator for the Office of EMS.</p> <p>EMS Workforce Projects – Mr. Winston reported that nationwide there is a growing concern on the availability of individuals to fulfill roles in EMS and pointed out that as the population ages the pool of volunteers is shrinking. The Office of EMS has taken a proactive approach to address the retention issue. As such, OEMS has partnered with a business consulting firm in Richmond, Renaissance Resources to help OEMS develop strategies and identify solutions to enhance the retention of volunteer and career EMS personnel.</p> <p>Sara Gaba from Renaissance Resources made a presentation on OEMS’ retention project. Following Ms. Gaba’s presentation, Mr. Winston informed the Board that the Office of EMS is very committed to completing this project; and that they would have a workbook out in March; and they will have three more workbooks done by July.</p> <p>2005 Virginia EMS Calendar – This calendar produced by the Office of EMS, and it features the Governor’s Award winners from 2004 Symposium. The calendar also includes a lot of pertinent dates to EMS, and Steve Berry, the JEMS Magazine cartoonist, who also spoke at the 2003 and 2004 Symposium, contributed cartoons for the calendar.</p>	
Office of the Attorney General - Robin Kurz	Ms. Kurz explained that regulations in Virginia are governed by the Administrative Process Act, which indicates that any statement of general application that applies to folks and affects their rights has to be in the regulations. The Office of the Attorney General is continuing to look at how that Act works in relationship with the EMS regulations, especially because of the volumes of materials that EMS has to incorporate into their regulations. The OAG’s office is trying to determine how EMS can comply with the APA without having every detail included in the regulations.	
Awards Selection Committee – Karen Wagner	The criteria have been completed for the Scholarship award and the Award for Outstanding Communications Officer. The criteria was agreed upon during the Regional Council Directors meeting on Thursday.	
Communications Committee - Gary Critzer	The committee met earlier in the day. The committee has met three times since the last Advisory Board meeting. They had two special meetings; one meeting was with the Financial Assistance Review Committee to work on some grant applications for communications equipment. The other meeting was held to work on the Communications section of the State EMS Plan.	MOTION: The committee voted to add a new member to the Communications committee from the Medevac

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	<p>The committee is working on the Communications track for the 2005 Symposium. The track will expand three days and focus on telecommunications personnel.</p> <p>The committee has two action items. Mr. Critzer brought forth the following two motions. The first motion dealt with adding an additional member to the Communications Committee. The second motion dealt with getting the Advisory Board's approval of four PSAP Accreditation applications.</p> <p>Mr. Critzer advised the Board that there will be a formal presentation process for the accredited PSAP's; at which time they will receive a certificate and plaque. The Office of EMS also plans to get media attention for the presentations.</p>	<p>industry. The Chair opened the floor for discussion and hearing none called for a vote. YEAS= 19; NAYS = 0; ABSTENTIONS = 0 The motion was carried unanimously.</p> <p>MOTION: The Communications Committee requests that the Advisory Board would ratify the committee's endorsement of the Accreditation applications for four Public Safety Answering Point Centers, Prince William County, Danville Communications Center, Page County Emergency Operations Center, and Richmond Ambulance Authority Communications Center. The Chair opened the floor for discussion. Hearing none, the vote was taken. YEAS= 19; NAYS = 0; ABSTENTIONS = 0 The motion was carried unanimously.</p>
CISM - Carol Morrow	Ms. Morrow reported in Ms. Martin's absence. The committee met earlier in the day. The committee is aware that communications dispatchers have unique types of stress to deal with; and therefore, they are planning to offer some sessions for dispatchers for stress debriefing at the June conference.	
EMS Emergency Management Committee – Karen Owens	Ms. Owens reported in Dr. Gonzalez's absence. Ms. Owens reported that they are still modifying Modules 3 and 4 of the MCI program. The committee has also worked on the State EMS Plan.	
EMS for Children - Dr. Teresa Guins	The committee met on Thursday, February 3. They had no action items. Dr. Guins announced that VCU received a continuation grant for continued support of the Virginia EMSC Program. This money allows EMSC to continue funding the Regional Councils with money for pediatric education courses; and the councils should be receiving contracts in the near future. Dr. Guins also announced that the federal EMSC Program will be celebrating its 20 th Anniversary program this	

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	<p>year in April at the 2005 grantee meeting. The anniversary will be held in conjunction with an ACEP sponsored pediatric education course.</p> <p>February 13-19 is Child Safety Week. Board members received a packet of material being distributed to educate the public about the importance of keeping children buckled in seat belts.</p> <p>The fourth annual Mid Atlantic EMS Symposium is scheduled November 3-5 in Pennsylvania.</p>	
Finance, Legislation and Planning Committee - Don Barklage	<p>Mr. Player was not in attendance and Mr. Barklage briefed the Board on the FLAP committee meeting that was held on Thursday. The group discussed the current status of pertinent legislation.</p> <p>Mr. Brown referred the Board to Appendix F of the Quarterly Report. This appendix lists the committees that the FLAP committee has recommended to address different areas of the JLARC Report on Emergency Medical Services in Virginia.</p> <p>Mr. Weber also reminded the Board that several committees have not submitted their comments on their section of the State EMS Plan, and they were encouraged to submit their comments as soon as possible.</p>	
Financial Assistance Review Committee - Byron Andrews	<p>The committee has met several times since the last Board meeting. In December, they had the review committee for the grants for the last cycle. They had 170 agencies applied for grants, and 120 agencies were funded. The committee funded \$3.3 million.</p> <p>The committee has one action item. The committee will have two vacancies in July, and they wanted to amend the rotation of representation to include the EMS councils of the former federation into the rotation.</p> <p>Mr. Andrews reminded the Board that there will be two vacancies from ODEMSEA and Southwestern in July. Nominations need to go to the Nominating Committee from those two regions.</p> <p>Ms. Morrow pointed out that the committee would like each committee chair to send them information regarding the priority of funding.</p>	<p>MOTION: To amend the FARC representation to include the former councils of the Federations that effective July 1, 2005 the following rotation be established for appointment to the F.A.R.C. committee. Thomas Jefferson, Blue Ridge, Central Shenandoah, Western, REMS, ODEMSEA, Southwestern, Northern Virginia, Tidewater, Peninsulas and Lord Fairfax. The Chair opened the floor for discussion and hearing none called for the vote. YEAS= 19; NAYS = 0; ABSTENTIONS = 0 The motion was carried unanimously.</p>
Leadership and Management Committee - Doug Young	<p>The committee has not had a meeting since the last Advisory Board meeting, and they do not have a report.</p>	
Medevac - Genemarie McGee	<p>The Medevac Committee met earlier in the day. The committee had a presentation by Carolyn Halbert on Medevac utilization. Ms. Halbert gave the committee a presentation on developing surveys. The committee has developed a subcommittee that will study pieces of her presentation.</p>	<p>MOTION: That the three</p>

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	<p>The committee has agreed to have a special call meeting on Rules and Regulations on March 18, from 9 a.m. to 3 p.m. to start the development of Rules and Regulations of Medevac services in the State of Virginia.</p> <p>The committee had an intense discussion about the Medevac Committee's role in actually looking at growth as it occurs. After a lot of discussion, the committee made a motion that they brought before the Advisory Board.</p> <p>The next Call Meeting of the committee will be on Friday, May 6</p>	<p>helicopters with contractual agreements that being HCA-Richmond at Chesterfield Airport, PHI at Weirs Cave and CPTS Carilion Life Guard 10 at Mt. Empire Airport in Smyth County be allowed, and allow movement but not expansion on all air ambulance services until a needs based approval process is approved by the State Medevac Committee and OEMS and is in place.</p> <p>The Chair opened the floor for discussion. Hearing none, the vote was taken. YEAS= 19; NAYS = 0; ABSTENTIONS = 0 The motion was carried unanimously.</p>
<p>Medical Direction Committee - Dr. Steward Martin</p>	<p>The committee met on January 19. They have no action items.</p> <p>The committee approved difficult airway management minimum training specifications for mannequins to be utilized for difficult airway management training. The Office of EMS has provided some training programs across the state and the committee has come up with minimum specifications for groups that want to purchase their own mannequins for testing.</p> <p>The committee forwarded a letter regarding the National Scope of Practice to the appropriate individuals.</p> <p>The committee has approved a position paper regarding Epinephrine administration for basic EMTs. This position paper will be brought before the Board at the May meeting for their approval.</p> <p>The committee has forwarded information to F.A.R.C. regarding capnography because they feel that wave form capnography should be included as a higher priority item for funding.</p> <p>The next meeting is April 20.</p>	
<p>Nominating Committee - Karen Wagner</p>	<p>No report.</p>	
<p>Professional Development – Randy Abernathy</p>	<p>The committee met on January 12.</p> <p>The committee has also submitted a letter to the appropriate committee regarding the National Scope of Practice. A copy of their letter will be forwarded to the Chair of the Advisory Board next week.</p> <p>The committee is continuing to review their web-based CEU with staff in hopes of improving their delivery of continuing education to prehospital providers.</p> <p>The committee is also continuing to work with OEMS staff and reviewing the concept of licensure</p>	

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	<p>versus certification to determine the pros and cons.</p> <p>A subcommittee has been appointed to review the availability of “ride time” to satisfy clinical hour requirements for EMT certification.</p> <p>The committee has been working with OEMS staff to review BLS Training reimbursements.</p> <p>The next meeting is scheduled on April 13, 2005 at 10:30 a.m. at VAVRS headquarters in Oilville.</p>	
Public Information and Education - George Langford	No report.	
Regulation and Policy Committee - Don Barklage	<p>The committee met on Thursday. The committee is continuing to review the EMS Regulations, the Financial Assistance Review Committee regulations, and the Regional Council regulations. The committee hopes that these regulations will be published within the next week or so. The committee plans to have four public hearing locations across the Commonwealth.</p> <p>The committee is also continuing their work on the body of EMS regulations.</p> <p>The next meeting is scheduled on May 5, 2005 at The Place prior to the EMS Advisory Board meeting.</p>	
Transportation Committee - Chip Decker	The Transportation Committee has a meeting scheduled on Monday February 7, 2005 at the VAVRS headquarters to discuss the ambulance contract. The committee plans to make a recommendation after that meeting on who should get the State ambulance contract.	
Trauma System Oversight and Management Committee – Morris Reece	<p>The committee met in December. Mr. Reece reported that the committee did not have any action items for the meeting; however, the committee should have some action items in May.</p> <p>Mr. Reece reported that the committee has completed about half the work on the Designation Manual for the new designation criteria for trauma centers.</p> <p>At their March meeting, the committee will be discussing revisions to the composition and restructuring of the committee. Mr. Reece said he does not feel that the committee is currently adequately represented by the number of trauma centers.</p> <p>There are six trauma center reviews scheduled for 2005. Mr. Reece said that typically the reviews are all done in the last three months of the year. However, he has asked OEMS to consider expanding that schedule to the last six months of the year.</p> <p>The committee has also begun the review and revision of the Trauma Triage criteria.</p> <p>Mr. Reece said that if the Trauma Center Fund goes forward that the committee wants to be mindful that hospitals apply for the trauma center status for the right reasons.</p>	
Regional Council Directors Group – Tina Skinner	<p>The Regional Directors group held their quarterly meeting on Thursday.</p> <p>Ms. Skinner introduced the new Executive Director for Thomas Jefferson EMS Council, Mary Kathryn Allen.</p> <p>The Regional Councils will be working with the state to update the Trauma Triage System plan. The group will also be working to make their regional triage plans more cohesive.</p> <p>The Regional Councils are also working to develop an organizational overview document to include information on the Regional Directors group as well as each individual council. This information will be presented to Mr. Barklage for the new board orientation handbook. The Regional Councils will also be developing a brochure to highlight the Regional Councils and their important role in Virginia’s EMS system.</p> <p>The Regional Councils are planning an educational seminar on revenue recovery for their benefit so that</p>	

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	<p>they can be helpful to the agencies in their regions that are beginning to look into revenue recovery. After their seminar the Regional Councils will be looking to partner with VAGEMSA and VAVRS to sponsor educational seminars on this topic with their agencies and localities.</p> <p>The Regional Awards programs are getting underway for 2005. The Regional Councils are working with the Office of EMS to include the new award categories for Telecommunications and the Youth Scholarship awards.</p> <p>The Regional Directors received a presentation yesterday from Renaissance Resource on the retention project, and the Regional Councils made a commitment to support the project through local sponsorship in anyway that they can. The Regional Councils plan to post the information on their web sites and working with their agencies.</p> <p>The Regional Directors have started to work with OEMS on their fiscal year 2006 contracts. As part of the process, they have decided to hold a special working meeting that will include staff and department heads from the Office of EMS.</p>	
PUBLIC COMMENT	<p>Gary Dalton, President of VAVRS addressed the Board. Mr. Dalton informed the Board of two projects that VAVRS has undertaken. Mr. Dalton said that the increased funds that they received from the Four-for-Life funding have been put into two special projects. The first project was the recruitment portion of the Recruitment and Retention issues that plagued their agencies. VAVRS has contracted with Hanover County and Chris Leonard, who is the Recruitment Officer. Mr. Leonard is doing workshops in all 10 of VAVRS districts. VAVRS has also contracted with Renaissance Resources to help them to put together a project team to develop a leadership program that can be taught to their agencies. Mr. Dalton gave some details about this program.</p> <p>On January 1, VAVRS has established a hotline for their agencies (1-800-833-0602) to help them when they have a disaster at their rescue squad that will assist the agency with their needs. This service will be provided at no cost to the agency.</p>	
OLD BUSINESS	None	
NEW BUSINESS	<p>Randy Abernathy informed the Board that at their meeting earlier in the day, VAGEMSA discussed HB2253 relating to Best Practices. VAGEMSA wants to look at the potential to have an accredited agency process in Virginia.</p> <p>Mr. Weber informed the Board George A. Crump died. Mr. Crump was known as the No. 3 EMT-P in the State. Mr. Crump ran radio station WCMS, was a member of the Kempsville Volunteer Rescue Squad and a member of the TEMS board. Mr. Crump's funeral is scheduled on Tuesday, February 8.</p>	
Adjournment	3:14 p.m.	
Next Meeting	April 7, 2005 at the Embassy Suites.	