

**Financial Assistance Review Committee (FARC)
Quarterly Meeting
Crowne Plaza Hotel Richmond West
Richmond, Virginia
May 17, 2012
1:00 PM**

Members Present:	Members Absent:	Administration Staff:	Staff/Other Guests:
Wayne Peer, Chairman	Billy Altman by conference call	Amanda Davis	Dennis Molnar
Barbara Brown		Linwood Pulling	Paul Sharpe
Dan Butler			Matt Tatum
Pokey Harris			Dan Norville
Robert Trimmer			David Warner by conference call
			Vic Buisset by conference call

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Approval of 02/09/2012 Meeting Minutes	Wayne Peer, FARC Chair, made a motion to approve the minutes from February 9, 2011.	Minutes approved
II. RSAF:		
A) CGAP Software Changes	Amanda Davis, OEMS Grants Manager discussed the need for a web-based grant program and the discussions that have taken place regarding this system for the past 7 years. OEMS has been identifying the needed data fields to the VDH Office of Information Management and working with Nikki Tolliver, OIM Business Analyst, on this information. OEMS has also attended several webinars from outside vendors regarding grant management programs that are web-based. Several of these companies have had adequate programs, although not specific to EMS, but could be modified to incorporate the data needed.	We need to get pricing and a timeline before proceeding.
B) Comments from Graders	The comments/reviews by the grant reviewers remain consistent, some reviewers continual make excellent comments and some reviewers are lacking in their reviews. The communications applications improved due to the fact that the entire OEMS Emergency Operations Division graded the requests together. The communications applications were also reviewed by Dave Warner, VITA-911 and Vic Buisset, VDEM. The comments made by these reviewers were thorough, adequate and went above expectations of the committee. One Council consistently lacks during the grant review in their comments section, the use of “No Comment” does not help FARC at all in determining who needs funding.	The Grants Unit will conduct another grant review webinar to assist the grant reviewers in effective comments. A letter of appreciation will be sent to VDEM and VITA-911 for their assistance during this grant review cycle.

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C) FARC Appointment – Tidewater EMS Council	Wayne Peer, FARC Chair will rotate off FARC on June 30, 2012. The next appointment will be a member from TEMS, Dan Norville has been nominated by FARC and the nomination will be voted on during the EMS Advisory Board Meeting on May 18, 2012. The appointment will begin July 1, 2012.	The Governor’s EMS Advisory Board (GAB) will vote on this nomination May 18, 2012.
D) June 2012 Grant Cycle Questions	FARC discussed the P25 compliance requirement for communications grants and several questions arose: 1) P25 compliance guidelines 2) P25 compatibility and 3) infrastructure (repeaters etc.) P25 compliance. There was also a question about the Bath-Highland request for the Stryker Power Loading Cot fastener system. This system has worked well in the field because of lack of manpower. The fastener system has the capability of unloading a 700 lb. patient. If an agency is awarded this item, they will be required to modify their ambulances to make it work like stabilizing the floors and upgrading the interior of their ambulances. Some questions that FARC discussed include: requesting agency’s doing research to know what has to be done to make this system work for them, the older ambulances can’t be modified and the newer ambulances are built for this. Other discussions included the increase in requests for autopulses vs. lucas equipment. FARC commented that there doesn’t need to be an autopulse on every ambulance and that there were no statistics to back up their need on every unit.	P25 Compliance was resolved by Chris McIntosh, Interoperability Coordinator, that all communications grant awards in the Commonwealth must be P25 compliant. It was recommended that OEMS develop a question/checklist and distribute to the regional councils for any future Stryker Power Loading Cot fastener system requests.
E) Increased Funding Amount	Due to an increase in vehicle registration the award amount will be consistent with the award amount for the 12/11 grant cycle. FARC members should keep in mind the quantity requested when reviewing the grants since the award funding is higher the quantity requested may be appropriate to the requesting agency. If committee members give low grades the comments should reflect your justifications.	No further action is required.
F) Communications Grants - Graders 1) Comm. Coordinator 2) Comm. Committee 3) David Warner, VITA	David Warner, VITA-911 and Vic Buisset, VDEM phoned in to the committee meeting to discuss the P25 compliance requirement. Several of the communications requests were graded a 5 by the communications grants graders because the requests weren’t P25 compliant. FARC had agreed the last cycle (December 2011) to grade anything that wasn’t P25 compliant a 5 for consistency. Discussion centered around P25 compliance vs. compatibility. If the request was P25 compatible should FARC still award the grant and place special conditions on the award to make it mandatory for the grantees to purchase equipment that was P25 compliant even though it may not have been the original request. David Warner stated that anything that isn’t P25 compliant shouldn’t be funded. Non-compliant radios would be useless in a P25 world and wouldn’t be able to communicate making them a waste of money. It would also be costly to have the analog radios upgraded to be P25 compatible. If the grantee didn’t ask for the proper equipment, than the grant shouldn’t be funded. If conditions were put on the grants then the agency would be purchasing equipment they didn’t request. Communications requests should include surrounding localities so everyone is operable, if surrounding jurisdictions can’t	The consensus on the communications grants were that if the grantee’s request isn’t P25 compliant, it won’t be funded.

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<p>G) Radio Questionnaire – All Communications?</p>	<p>communicate the equipment is worthless. If the P25 requirement is relaxed then FARC has taken a step back from the original goal of the P25 compliance mandate.. The issue isn't whether they are P25 compatible but ensuring agencies are P25 compliant, FARC can't award equipment to agencies that wasn't requested (compliance vs. compatibility)</p> <p>The Radio Questionnaire was originally designed to include radio requests, however all communications equipment should be included on the questionnaire. The questionnaire is specific to radios only and the committee needs to ensure that all communications requests remain consistent, specifically on P25 compliance. The questionnaire should be modified to become a Communications Questionnaire to include all communications requests.</p>	<p>Mrs. Davis will amend the Radio Questionnaire to a Communications Questionnaire which will be required for all communications grant requests effective for the 12/12 grant cycle.</p>
<p>III. Grant Manager Report: A) Quarterly Grant Report</p> <p>B) DHS Grant Submission - 2012</p> <p>C) Regional Council Reviews</p>	<p>This information can be found in the OEMS Quarterly Report to the State EMS Advisory Board dated Friday, May 18, 2012. The OEMS Grants Unit received 135 grant applications requesting a total of \$8,983,448.00. The following agency categories are requesting funding for this grant cycle: 79 Volunteer Agencies are requesting \$5,197,735.00, 44 Governmental Agencies are requesting \$3,558,768.00 and 12 Non-profit agencies are requesting \$226,945.00. The Regional totals are as follows: Blue Ridge EMS Council - \$320,081.00, Central Shenandoah EMS Council - \$703,086.00, Lord Fairfax EMS Council - \$585,709.00, Northern VA EMS Council \$401,666.00, Old Dominion EMS Alliance - \$1,709,882.00, Peninsulas EMS Council - \$447,764.00, Rappahannock EMS Council - \$319,217.00, Southwestern VA EMS Council - \$1,135,820.00, Thomas Jefferson EMS Council - \$557,238.00, Tidewater EMS Council - \$1,046,423.00 and Western VA EMS Council - \$1,638,010.00. There were 2 non-affiliate agencies requesting \$118,552.00. The items requested totals were as follows: Audio Visual and Computer - \$432,824.00, Communications - \$852,290.00, Emergency Operations - \$188,640.00, BLS/ALS Equipment - \$2,058,453.00, Special Projects: \$160,665.00, Training - \$257,055.00 and Vehicles - \$5,033,520.00.</p> <p>OEMS applied for radio equipment for the DHS SHSGP for 2009, 2010 and 2011, all requests have been denied. Mrs. Davis attended a briefing on the 2012 DHS grant and will meet with OEMS staff to contemplate applying for the 2012 SHSGP.</p> <p>Mrs. Davis attended the following regional council reviews: Tidewater EMS Council, Old Dominion EMS Alliance, Blue Ridge EMS Council and Northern Virginia EMS Council. FARC stated that some of the regional councils were adding additional comments to clarify the content of some of the grant application requests, however FARC made the decision not to accept any additional information after the grant deadline. Mrs. Davis attends 3 or 4 grant reviews a cycle and encourages the regional councils to add these comments if it will clarify some of the questions FARC may have. Agencies sending in additional information and paperwork after the grant deadline is disregarded by FARC and FARC discussed disregarding this information in the comments section if it clarifies information not submitted</p>	<p>Mrs. Davis will create a chart that shows the number of career v/s the number of volunteers across the state.</p> <p>Mrs. Davis will meet with OEMS staff to discuss the 2012 SHSGP application.</p> <p>Mrs. Davis ask Jimmy Burch, Transportation Committee staff, to add the vehicle listing to the comments section of the grader program.</p>

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<p>D) FARC – Members on other Advisory committees</p> <p>E) Special Grant Initiatives</p> <p>1) ALS Training Equipment</p> <p>2) Radio Equipment?</p>	<p>by the original application deadline. It is the job of the reviewers to evaluate grants before they get to FARC and if the additional comments are deemed by the reviewer to assist FARC to make a better determination, Mrs. Davis feels that FARC should consider those comments. Another topic discussed was the lack of some agencies to list all EMS permitted vehicles in the vehicles section of CGAP. Some agencies only list the ambulance that they want to replace when requesting a new ambulance. FARC would like to have the ability to know how many ambulances an agency has permitted, regardless of how many the actually requesting agency lists on the application. FARC would like the Transportation Committee to comment on the number of ambulances listed in the OEMS database as permitted.</p> <p>Wayne Peer, Chair, stated that FARC members that also sit on other committees should be advised of conflict of interest if grading grants during those committee meetings. FARC members should be cognizant that they could influence other FARC members during their evaluation of grants. Regional councils have been requested to not grade the council grants, but only submit comments. Mr. Peer asked if other FARC members sat on their council's grant committees and if so they should refrain from grading during the evaluation process. This may be perceived as a conflict of interest and FARC members should be very careful and perhaps even separate themselves from any perceived conflicts.</p> <p>In April 2012, OEMS awarded grants for EMS training equipment to OEMS selected training sites as a special initiative grant for Accredited ALS training Programs. There were 28 eligible programs and 25 of those applied for the special initiative grant. The application deadline was April 16, 2012. Funding was requested in the amount of \$2.6 million. There were 5 training packages that could be selected, the applicant returned their application with the package selection and awards were made on April 19, 2012. These training sites had equipment that was given to them by OEMS which must be returned to OEMS by October 31, 2012 along with establishing a training program with the vendor (Laerdal).</p> <p>Discussed under G) Radio Questionnaire</p>	<p>Mr. Altman recommended that the FARC members that sit on other committees should be a non-grading committee member and therefore remove any perceived conflict of interest.</p> <p>No further action is required</p> <p>No further action is required</p>
<p>IV Grants Unit</p> <p>A) Payments Processed March – April 2012</p> <p>B) Map of Career v/s Volunteer</p>	<p>The grants unit processed 1.3 million in payments between March 2012 and April 2012.</p> <p>Wayne Peer, FARC Chair, had requested that Mrs. Davis create a graph for this grant cycle that illustrates Career Agency v/s Volunteer Agencies. He also requested that a map of Virginia be created with this data to view localities and EMS regional council areas to see career and volunteers agencies funded. Mrs. Davis explained that due to an illness, she was out of the office on medical leave and unable to create the graph and map for this meeting.</p>	<p>No further action is required.</p> <p>Paul Sharpe, OEMS Critical Care Coordinator, will assist Mrs. Davis with this request and export that data from the VPHIB data base.</p>

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<p>C) EMS Symposium Classes</p> <p>1. Easy Money</p> <p>2. Now It's Your Turn to Write a Grant</p>	<p>Mrs. Davis has been approved to teach 2 classes at the 2012 EMS Symposium in Norfolk.</p> <p>Easy Money will discuss the basic overview of the Rescue Squad Assistance Fund (RSAF). This presentation will be for 1 ½ hours. This class will be held on Thursday, November 8, 2012 from 3:30 - 5:00 pm.</p> <p>Now It's Your Turn to Write A Grant is a new class and will be 3 ½ hour class. Mrs. Davis will solicit assistance from FARC members and break the participants in groups to evaluate, review and write actual RSAF grants. This class will be held on Friday, November 9, 2012 from 1:30 - 5:00 pm. OEMS pays for 1 night's lodging for the FARC members. Billy asked if they stayed an extra day to help Amanda teach, would OEMS pick up that extra night?</p>	<p>No further action is required</p> <p>No further action is required</p> <p>Mrs. Davis will ask Gary Brown, OEMS Director, if they will pick up the extra night for FARC members that are willing to stay an extra day to help teach this class.</p>
<p>V. Open Discussion</p>	<p>VAVRS needs assistance in teaching a grant class at their Rescue College on Saturday, June 9, 2012. Mrs. Davis will be out of town. Robert Trimmer said he isn't available. Mr. Altman said he would drive up to Blacksburg and teach the grant class.</p> <p>The June 2012 Pre-Awards meeting will be held in Glen Allen at OEMS on June 7, 2012 and the Awards meeting will be held on June 8, 2012.</p>	<p>No further action is required.</p> <p>No further action is required</p>
<p>VI. Election of FARC Chair</p>	<p>Billy Altman was nominated and unanimously approved to be the next FARC chair. This will become effective on July 1, 2012.</p>	<p>No further action is required.</p>
<p>VII. Adjournment</p>	<p>Wayne Peer, FARC Chair, made a motion to adjourn.</p>	<p>The next quarterly meeting will take place on August 9, 2012.</p>