

**State EMS Advisory Board
Executive Committee Meeting
Office of EMS, Richmond, Virginia
April 27, 2012**

COMMITTEE MEMBERS:	OEMS STAFF:	OTHER ATTENDEES:
Gary Critzer, Chair	Gary R. Brown	
Dale Wagoner, Vice Chair	Scott Winston	
Larry Oliver	Michael Berg	
Matt Tatum	Warren Short	
Allen Yee	Irene Hamilton	
Absent:	Dennis Molnar	
Gary Samuels - Excused		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to Order	Gary Critzer, Chair, called the meeting to order at 10:09AM	
Approval of Agenda	The agenda for the meeting was approved as submitted.	
Approval of Minutes	The February 9 meeting minutes were approved as submitted.	
NREMT Testing, Test Waivers, TCC Motion	<p>NREMT Testing-</p> <p>Mr. Critzer stated that the NREMT Testing issue appears to have survived the budget amendment and all initial EMR and EMT testing will be paid for by the Office of EMS. Gary Brown said that the Governor will be sending back the signed budget bill on May 4.</p> <p>Mr. Brown said that the Office of EMS has arranged with the National Registry so that individuals can take the test and National Registry will bill the Office of EMS for the individuals who tested. Mr. Brown said that this is the most efficient method of handling the fund distribution.</p> <p>Mr. Brown also went on record to commend Ed Rhodes for his work and dedication to make sure that this amendment was put into the budget.</p> <p>The committee discussed and decided that the Executive Committee will revisit the need for this funding every couple of years; and if necessary, will submit legislation to remove the funding for test fees, if they feel it is no longer necessary.</p> <p>Scott Winston asked Larry Oliver if the Training & Certification Committee is still planning to bring a motion passed in their special call meeting to the EMS Advisory Board for approval in May. Mr. Oliver said that they were still planning to present the motion to the EMS Advisory Board in May. Mr. Winston said that the motion asks that there be a review process conducted by the EMS Advisory Board every three years to determine if changes to the Code are warranted.</p> <p>Mr. Critzer asked if the motion will be in the Quarterly Report. He asked if it could be highlighted in the Quarterly</p>	

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	<p>Report so that board members will know they will be asked to vote on this at the meeting. The group discussed changing the placement of action items in the Quarterly Report so they stand out. Mr. Winston suggested that all action items could be put on one page so Board members will be aware of all items they will be expected to vote on at the meeting. Mr. Critzer said he would also like to have his name and contact information along with the appropriate committee chair's name and contact information at the bottom of the motions in the Quarterly Report so that members with questions can contact them for more information.</p> <p>Mr. Brown said he has already requested that the NREMT Testing issue be included on the Board of Health agenda for the June 15 meeting. Mr. Brown will be presenting this item at the Board of Health meeting. Mr. Critzer and Mr. Oliver will also plan to attend that meeting.</p> <p>Test Waivers-</p> <p>Mr. Critzer said that the Test Waiver legislation was not picked up by the Governor this year, and he asked Mr. Brown if there was any temporary solution this year until they can resubmit the language next budget cycle. Mr. Brown said that he had asked Carrie Mitchell from the Office of the Attorney General if OEMS could do away with the test once individuals were certified. Her response was that the Code language must be change in order to stop the testing.</p> <p>Mr. Short was asked if they had any plans for test waivers since they were not able to get the language into Code this year. Mr. Short said there is not much they can do and their hope is that it will be put back in the next legislation cycle. He said the hope is that they will find a patron to back this legislation during the next session. After discussion, it was determined that the Test Waiver situation should not create too much of a problem this year as long as it goes forth in the next legislation package. The focus will be on finding a patron to present this legislation during the next session.</p> <p>State Medical Protocols-</p> <p>Mr. Critzer asked Mr. Short if he would update the group regarding State Medical Protocols. Mr. Short said that there is a state assigned workgroup that is working on Patient Care Guidelines that are being developed as a resource document for new and seasoned physicians who want to know what to do with protocols. He said that the purpose of this group meeting was to establish some recommendations from a peer group of individuals that can be shared and serve as a guidance document. The Patient Care Workgroup is scheduled to meet on May 31 and the Scope of Practice Workgroup is scheduled to meet on May 24.</p> <p>Mr. Critzer alluded to the fact that there seems to be a lot of suspicion on the part of physicians that the intent of developing statewide guidelines is to attempt to direct the practice of medicine in the Commonwealth by the Office of EMS. Mr. Critzer said he feels at the last meeting they tried to put that fear behind them. Mr. Critzer said that Drs. McCloud and Lindbeck along with OEMS staff will work on putting a process together for developing the protocols. Dr. Yee suggested that it might create less suspicion if instead of calling it State Medical Guidelines and perhaps call it GAB Model Guidelines or GAB Patient Care Guidelines.</p> <p>Training and Certification and Medical Direction Committees Action Items:</p> <p>Mr. Short stated that there will be several items coming before the Advisory Board from the Training and Certification and Medical Direction Committees.</p>	

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	<ol style="list-style-type: none"> 1. National Registry Payment Recommendation 2. Two White Papers coming forward for adoption. Mr. Short said there might be one additional White Paper coming forward regarding the operations component of the new EMT Standards and how they can be done through distance education. 3. Mr. Short said that there will also be a policy coming before the Advisory Board regarding Distance Education and how that should be set up. <p>There was a lot of discussion in regards to distance education and distributive learning, and problems with online education and monitoring the quality of the programs. The group also discussed the importance of random monitoring of instructors in order to make sure instructors are efficient.</p>	
VAVRS Annual Financial Review	<p>Mr. Brown explained that the Code of Virginia states that the EMS Advisory Board should review the VAVRS Financial Report annually. Mr. Brown explained that over the years they have not always met this Code requirement. Mr. Critzer reported that he has met with Gary Brown and Dennis Molnar regarding the VAVRS Financial Report and wants to get this item on the EMS Advisory Board agenda so they can start the process.</p> <p>Mr. Molnar explained that VAVRS should submit their yearly financial audit to the Advisory Board annually. He reported that they have not presented their annual audit to the Advisory Board since 2009. Mr. Molnar does have possession of the VAVRS 2010 annual audit and he has shared it with both Gary Brown and Gary Critzer. He said that VAVRS needs to present their 2010 audit to the Advisory Board and their 2011 audit should be ready to present to the Board shortly. Mr. Molnar said VAVRS should be making a presentation of their financial audit to the EMS Advisory Board every May.</p> <p>Mr. Molnar reported that in reviewing their 2010 annual audit he found that VAVRS did not break down expenditures so he could determine if they have complied with the Code of Virginia in their spending of the Four-for-Life funds. Mr. Molnar said that the EMS Advisory Board needs to give the Office of EMS recommendations as to how the VAVRS annual report should be presented. Mr. Critzer asked if there was language that specified how VAVRS should spend the Four-for-Life funds. Mr. Wagoner said his interpretation of the Code is that the Advisory Board along with OEMS should develop the criteria for how the VAVRS report should be presented. The committee agreed in discussion that they have the authority to ask VAVRS for additional data if they feel there is inadequate data submitted in their financial report. Mr. Critzer suggested that perhaps they should get a workgroup together to sit down with VAVRS and show them how they need to present the information in their annual report.</p> <p>Mr. Critzer will contact Bubby Bish and let him know that the EMS Advisory Board need their reports for 2010 and 2011 timely, and that they will need to present the reports to the EMS Advisory Board at an upcoming meeting. Mr. Critzer will send out the 2010 VAVRS Annual Report to members of the Executive Committee, and he would like them to review the report and offer him any suggestions as to what, if anything, is missing from the report.</p> <p>Mr. Brown suggested asking VAVRS to present the 2010 Financial Report at the May Advisory Board meeting and asking them to present the 2011 Financial Report at the November Advisory Board meeting. Dale Wagoner suggested, and the committee agreed, to ask VAVRS to present their financial report each year at the November Advisory Board meeting. Further, VAVRS will be asked to send the report to the Office of EMS by October 1 each year to allow the Executive Committee an opportunity to review the report and to give OEMS adequate time to include</p>	<p>Mr. Critzer will send out copies of the 2010 VAVRS Annual Report to members of the Executive Committee and they need to review the report and send him suggestions for what should be included in the report.</p> <p>Gary Critzer will have a one on one conversation with Bubby Bish and discuss how the Four-for-Life funds should be spent as well as the type of information and format for submitting their annual financial report to the EMS Advisory Board. Mr. Critzer will follow up his conversation with Mr. Bish with written correspondence and he will copy Gary Brown, Dennis Molnar and the Executive Committee on the correspondence he sends Mr. Bish.</p>

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	them information in the November Quarterly Report the EMS Advisory Board.	
EMS Plan, Regulation Status	<p>Regulations- Mr. Berg reported that it has been 255 days and the EMS Regulations have still not been signed by the Governor. Mr. Berg said that VDH Administration has sent correspondence to the Secretary asking that the EMS Regulations take priority status at the end of the session; and he anticipates that they will be signed by end of the session, which is at the end of May.</p> <p>Drug Shortages and Drug Boxes- Mr. Berg reported on a meeting that Gary Brown, Scott Winston, Dr. Lindbeck and he attended at the Board of Pharmacy. They met with the Director, Assistant Director, Policy Director and the AG Liaison in an effort to establish regular discussions regarding issues of concern to both agencies.</p> <p>Mr. Berg said that they learned that the national stockpiles cannot be used to help with drug shortages. Mr. Berg said that there is a growing movement among the Board of Pharmacy directors across the nation to address this issue, and Mr. Berg said there will be some movement in regards to this issue at some time in the future.</p> <p>Mr. Berg reported that they discussed the signature issue and learned that there is now software available that is recognized by the DEA because it meets their security requirements. Mr. Berg said that that the Deputy Director for Board of Pharmacy, Sammy Johnson, discussed the possibility that instead of looking at the drug boxes as dispensing drugs they should look at it instead as the administration of the drugs. Mr. Berg explained that in the hospital the Board of Pharmacy does not require a prescription when a physician makes an order for drugs for a patient in the hospital. They have a medication administration record but the physician does not have to sign a prescription form. It was suggested that they could use that same model for the Regional Drug Kits since they already have a physician and they are already endorsed by the Office of EMS, they have to have a quality assurance program in place, there is a drug administration record, and it is already approved by the Medical Director that the technician performs those functions. Mr. Johnson said that there is no difference.</p> <p>Elaine Yates, the Board of Pharmacy's Policy Analyst and Mike Berg will be working together on making this change; and their AG Representative Howard Caswell will look it over to give his stamp of approval and make sure the Code language does not have to be changed. Mr. Berg said that they will be meeting next week with Joe Hilbert and it looks like it can be put on a fast track. Mr. Berg said they think it will take a year to get this done and the only other way to speed up the process is by contacting a legislator.</p>	
CDC Million Hearts Campaign	Mr. Critzer reported on the CDC Million Hearts Campaign and talked about a press release that he attended with Dr. Remley and Secretary Hazel about a month ago. He explained that it deals with awareness of heart disease, stroke and hypertension, and prevention. Dr. Remley will do a brief overview of the campaign at the upcoming Advisory Board meeting. Mr. Critzer said that May is the Million Hearts Campaign month.	
Four-for-Life, Budget	<p>Budget Overview- Mr. Brown gave an overview of items of concern to EMS that are in the budget. The committee discussed the funds that are transferred to the Department of State Police for Medflight.</p> <p>Mr. Brown also discussed in some detail the fact that the language regarding the \$500,000 appropriation for the Poison Centers was changed so that it now indicates that the \$500,000 appropriation will be to fund only two poison centers.</p>	

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	<p>Virginia currently has three poison centers, UVA, VCU and National Capitol. The new language in the bill does not indicate which two centers will be funded but it is believed that the funding will be for UVA and VCU. This leaves unanswered the question of what will be done to service Northern Virginia which is currently being serviced by National Capitol.</p> <p>Mr. Critzer said that he would like to see detailed statistics on Poison Center services and what is needed to maintain a Poison Center. Mr. Brown said that language in the new bill states that OEMS has to determine the level of funding needed to provide statewide coverage of services by two centers. Mr. Brown said that they get quarterly and annual reports from the Poison Centers. Mr. Brown pointed out that the Poison Centers have made two presentations to the EMS Advisory Board in the past and they do have good information that they have shared.</p> <p>Mr. Brown reported on one of the Four-for-Life bills that was carried over to 2013. He gave an overview of why the bills were carried over. The bills were written to keep the Four-for-Life monies for EMS in EMS and used for its intended purpose. The bills were carried over so that they could be addressed in the next session of the General Assembly, if necessary.</p>	
EMS Plan	<p>Scott Winston reported that OEMS staff is reviewing the Plan quarterly and each Division Manager is providing updates. Time Perkins is coordinating and has devised a report that will go out to the EMS Advisory Board before the next meeting. Mr. Winston said that there will be a report on the status of the EMS Plan given at every Advisory Board meeting. Mr. Winston also reported that the Legislative and Planning Committee is tasked with reviewing the Plan and updating it tri-annually, as needed. Mr. Winston explained that they are at the point now where they need to research adding some new strategic initiatives to the Plan.</p> <p>Mr. Winston said he will be working with the Legislative & Planning Committee Chair, Chris Eudailey, and the committee on this initiative. Mr. Winston asked for any suggestions or comments on how to achieve this initiative. Mr. Winston stated that the Legislative and Planning Committee will probably form a small workgroup at their next meeting to work on this initiative.</p> <p>Dale Wagoner asked for a timeline on the process. Mr. Winston said that the last Plan went before the Board in October 2010 and they have until October 2013 before they have to take the Plan back before the Board for review and amendment.</p>	
Air Medical Update	<p>Mr. Critzer said he has some concerns about when too many air medical vendors want to establish service in a region which can create problems if there are not any protocols in place for distribution of services and cooperation among the various vendors. Mr. Critzer wanted to bring this issue to the attention of the Executive Committee, especially since some other regions may be experiencing similar problems.</p>	
EMS Needs Assessment	<p>Gary Brown explained that one of the Advisory Board members, David Hoback, suggested that the EMS system should do another EMS Needs Assessment to outline unmet EMS needs. Mr. Hoback felt that this assessment would be very helpful in trying to recoup the Rescue Squad Assistance Funds that have been rerouted to the State Police Medflight program.</p> <p>Dale Wagoner shared information on Fire Programs electronic Needs Assessment. The Executive Committee agreed that this would be a good starting point for EMS Needs Assessment if they could utilize Fire Programs electronic assessment. Gary Brown said that he would talk with Billy Shelton to see if there is a link and if they could utilize their</p>	

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	<p>electronic survey in developing the EMS survey.</p> <p>The committee members agreed that developing an electronic survey to determine EMS needs is the preference. The committee discussed the possibility of linking the survey through the EMS Portal.</p> <p>Mr. Critzer decided the plan of action is for OEMS staff to work on developing the survey and also to have Gary Brown talk to Billy Shelton at Fire Programs regarding the possibility of linking with parts of their survey. Mr. Critzer said that he will also consider the establishment of a formal workgroup to work on the further development of the survey.</p> <p>Mr. Critzer asked Gary Brown if he would share any information or survey links that he gets from Fire Programs to the Executive Committee.</p>	
<p>Committee Assignments</p>	<p>Dale Wagoner reported that most of the committees are in compliance and have submitted their committee rosters. Mr. Wagoner said that the Executive Committee Chair needs to sign off on all the committee compositions. Mr. Wagoner said there was a problem with determining the composition of the Workforce Development Committee. There is some conflict of information, the Guidance Document says 13 members but on the website there are 10 positions listed. Scott Winston said some of the conflicts were created when there was a push to get every member of the Advisory Board on a committee. This resulted in some committees having more than one Advisory Board representative on a committee or there might be two representatives from the same organization on the committee.</p> <p>Mr. Winston asked when they will do the approval of the committee memberships. The consensus is that these committee memberships should brought to the Advisory Board for approval at the February EMS Advisory Board meeting.</p> <p>Mr. Wagoner reported that he added Timothy Duffer as a Member-At-Large for the Provider Health and Safety Committee, with Brian Hricik, the Committee Chair's approval.</p> <p>It was pointed out that there are some conflicts in the committee compositions that appear on the OEMS website and the committee compositions that are outlined in the Guidance Document. The committee reviewed the committee composition for the Workforce Development Committee to review its membership composition.</p> <p>The committee began to review the compositions of the committees and compare them to the Guidance Document to see if they were in agreement as to the number of positions, representing stakeholder organizations and the name of the member appointed to the committee. However, they realized that there were quite a few discrepancies.</p> <p>They decided, therefore, that Mr. Brown would have the OEMS staff liaison for each committee review their committee composition on the OEMS website and compare it with the Guidance document to determine the correct roster. These rosters will be sent along with a copy of the Guidance Document to Dale Wagoner so he can review and make any necessary corrections to the documents. Dale Wagoner said that he will work over these committee lists and get it back out to the board before the next Advisory Board meeting. The Executive Committee will have a brief meeting on the evening of May 17 to approve the committee structures.</p>	<p>MOTION: Executive Committee moves to approve the committee memberships based on current committee rosters as provided.</p> <p>Motion carried unanimously.</p>

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Unfinished Business	Mr. Critzer said that he will be writing a letter to the Virginia Ambulance Association asking them to step down from the EMS Advisory Board since they do not exist as an organization.	
New Business	Gary Brown announced that Virginia is now NEMSIS compliant.	
Public Comment	None	
Adjourn	The meeting was adjourned at 3:18 PM.	
Next Meeting	May 17, 2012	

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