

**Communications Committee Meeting
Virginia Office of EMS
Courtyard Marriott
10077 Brook Road, Glen Allen, VA
May 8, 2015
9:00 a.m.**

Members Present:	Members Absent:	OEMS Staff:	Guests:
Gary Critzer, Chair	Hershel Kreis	Ken Crumpler	
Richard Rubino, Member-at-Large (Legal)		Wanda Street	
Connie Purvis, BREMS		Karen Owens	
Melissa Wood, Member-at-Large (Training)			
Lewis Cassada, VITA			
Vic Buisset, VDEM			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to Order & Introductions:	The meeting was called to order by the Chair at 9:08 a.m.	
Approval of the minutes dated February 13, 2015:	A motion was made to approve the February minutes. The motion was moved by Richard Rubino and seconded by Connie Purvis. The minutes were approved as submitted.	The minutes were approved as submitted.
Committee Chair Report (Mr. Gary Critzer):	No report at this time. Gary deferred his report to Ken.	
OEMS Communications Coordinators Report (Ken Crumpler):	<p>Ken stated that he appreciated all the help that was received on the EMD Survey. He stated that we are making slow but steady progress. The EMD survey results have been forwarded to the Virginia Chapter of APCO and NENA and to VITA Public Safety.</p> <p>Ken attended the APCO Conference and advised them that we have a vacancy on the committee. He asked to speak during the conference to solicit a committee member. It was well received. He encouraged interested parties to submit a resume and a letter of support from their agency to the Virginia APCO Board. The top three candidates were selected to submit to the Governor for the seat on the Governor's Advisory Board. Jeff Flournoy, Joell Kight and Travis Pruitt were the top three candidates. Mr. Flournoy has been removed and has been replaced by John Korman.</p> <p>FirstNet has been reaching out the Office of EMS. Adam Thiel is the point of contact. Gary Brown will reach out to Adam for more information. The previous interoperability coordinator, Chris McIntosh, was to</p>	

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	<p>keep us informed of the latest developments, but after he left the position, OEMS has not been kept in the loop. Vic Buisset said that there has been no discussion about what direction Virginia is taking. There is nothing definitive. Lewis Cassada stated that there is an Advisory Board Meeting and a Policy Committee Meeting on May 14. He also said that anyone can ask to speak at the Board meeting. Dorothy Spears-Dean is working on the Comprehensive Plan update for NG911. This will be ready by the end of the year.</p>	
<p>Committee Member Report – Melissa Wood:</p>	<p>“King County WA Presentation on Dispatcher Assisted CPR” meeting, March 20th, 2015 in Stafford Co. Please see the attachment below of her notes from the March 20th meeting. For more information, contact cleo.subido@kingcounty.gov.</p> <div style="text-align: center;">  <p>Criteria Based Dispatch - M. Wood 5</p> </div>	
<p>New Business:</p>	<p>Proposal for change in OEMS PSAP Accreditation (Removal of Section C “<i>Minimum of one person on staff certified as an emergency medical dispatch instructor through an approved EMD program (as described in section A) OR a memorandum of understanding with adjacent jurisdiction(s) for cooperative training. This may include coordination of interagency training programs or cooperation on hosting EMD system provider trainers.</i>”) Ken sent out an email on April 16, 2015 concerning this change.</p> <p>A motion was made to remove Section C from the PSAP Accreditation process. It will no longer be required to have an in-house instructor. The motion was moved by Richard Rubino and seconded by Connie. All committee members agreed with this change. The motion passed. This change goes into effect immediately.</p> <p>PSAPs will be randomly audited to ensure they have maintained their reaccreditation status. Ken will bring updated reaccreditation information to the next meeting. Richard asked Ken to bring the data of the reaccreditations each year since its conception.</p> <p>Selection of new Committee member due to vacancy At the last meeting it was discussed that someone from the Southwest would be a great asset to the committee. Ken reached out the Southwest EMS Council and to VITA. He only received two replies and chose Mr. Ruble. A letter of interest was submitted by Mr. Derrick S. Ruble to serve as the PSAP/9-1-1 Community Representative on the Communications Committee. A letter from Tazewell County Sheriff, Mr. Brian Hieatt, was also received endorsing Mr. Ruble. This position was formerly held by Ms. Pokey Harris.</p> <p>A motion was made to accept Mr. Derrick Ruble as the PSAP/9-1-1 Community Representative on the State Communications Committee. The motion was moved by Connie Purvis and seconded by Vic</p>	<p>Ken will bring updated reaccreditation information to the next meeting.</p>

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	<p>Buisset. All other committee members were in favor of the motion. The motion passed.</p> <p>Ken will contact Mr. Ruble and let him know that he was accepted to serve on the committee.</p> <p>PSAP Accreditation Application Review – Fauquier Co. 9-1-1 PSAP Accreditation Application Review – Dickenson Co. 9-1-1</p> <p>Last month Madison County 9-1-1 was on the agenda, but was tabled because of issues with Section C. They also did not submit copies of their CPR certifications.</p> <p>A motion was made to amend the agenda to add Dickenson County 9-1-1. The motion was moved by Richard and seconded by Gary Critzer. The amendment was approved.</p> <p>Melissa questioned Section B where it says 100% of communications personnel to be certified within two years of employment. Fauquier County says that they have 19 certified and 31 employees. Ken explained that this should be 100% of persons who take calls.</p> <p>The wording needs to be clarified: How many call takers do you have? How many call takers are EMD certified? How many persons answer the phones who handle emergent calls? It was also suggested to clarify the language to specify who the call taker is “Anyone who takes a call where pre-arrival instructions may be needed”.</p> <p>How will you track the two years to certify from their date of employment? This can be done by using a roster of the employees.</p> <p>Both of the above PSAP Accreditation Applications are being held until the next meeting to clarify the language in the accreditation process.</p>	<p>Ken will contact Mr. Ruble and let him know he was accepted to serve on the committee.</p>
Unfinished Business:	None. However, Connie reported that she is retiring the end of December and she may be available through the February meeting depending on the designation process. It was suggested that some type of recognition should be given for Pokey Harris for her contributions to OEMS.	
Public Comment:	None.	
Adjournment:	<p>The meeting adjourned at approximately 10:20 a.m.</p> <p>2015 Meeting Schedule: August 7 (Courtyard Marriott, Glen Allen) November 12 (Norfolk Waterside Marriott)</p>	