

**State EMS Advisory Board  
The Place at Innsbrook, Glen Allen, Virginia  
November 18, 2005  
1:00 PM**

**Attendance:** Randy P. Abernathy; Rev. Coan Agee; Byron F. Andrews, III; Edward B. Bish, Jr.; Earl N. Carter, Jr.; Jennie L. Collins; Gary P. Critzer; Gary A. Dalton; Chip Decker; Kevin L. Dillard; May H. Fox; Theresa E. Guins, MD; Linda G. Johnson; Elizabeth J. Martin; Kimberly J. Mitchell, MD; Dr. Lori Moore; Morris Reece; Linda Sayles; Donald E. Taylor; Karen D. Wagner; Kent Weber; Carl F. Wentzel, III, MD

**Not Present:** Sherrin C. Alsop (**Excused**); James R. Dudley, MD (**Excused**); Catherine Hudgins (**Excused**); Rao R. Ivatury, MD (**Excused**); Douglas R. Young (**Excused**)

**Staff:** Gary R. Brown; Scott Winston; Warren Short; Melissa M. Doak; Michael D. Berg; Jimmy Burch; Rohn Brown; Terry Coy; Chad Blosser; Winnie Pennington; Ken Crumpler; Jim Nogle; Karen Owens; Paul Sharpe; Bat Peachy; and Irene Hamilton

**Others:** Don D. Wilson; Heidi Hooker; Lisa Clapp; Ed Rhodes; Kathy Colantuono; Michael Player; Jim Chandler; Rob Logan; Anna MacIntosh; John Martin; Gregory Woods; Pokey Harris; Melinda Duncan; Don Barklage; Purvis Dawson; Robin Davis; Petra Menzel Connell; Jeff Taylor; David Cullen; Heidi Hooker; Jon R. Donnelly; Tina Skinner; Wanda Legge; and W.G. Shelton, Jr.

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
<b>Call to Order</b>	Karen Wagner, Chair, called the meeting to order at approximately 1:00 PM.	
<b>Approval of Minutes from August 5, 2005</b>	Ms. Wagner entertained a motion to approve the minutes from the August 5, 2005 meeting as submitted.	<b>Kent Weber made a motion to accept the minutes as distributed. It was properly seconded and the vote was taken. YEAS= 22; NAYS = 0; ABSTENTIONS = 0. The motion carried unanimously</b>
<b>Approval of the Agenda</b>	Ms. Wagner entertained a motion to approve the agenda.	<b>A motion was made and properly seconded; and the agenda was approved as submitted.</b>
<b>Introductions</b>	Ms. Wagner asked that all Board members introduce themselves and tell what organization they are representing on the Board. Ms. Wagner welcomed all the new board members and gave a brief overview of a board member's mission.	
<b>Chairman's Report – Karen Wagner</b>		
	<u>EMS Symposium</u> Ms. Wagner acknowledged the Office of EMS for another successful EMS Symposium. Ms. Wagner also acknowledged the Governor's Awards recipients. Special recognition was given to David Hoback who received the 2005 Governor's Award for Outstanding EMS Administrator; current Board member, Theresa E. Guins, MD, FAAP, who received the Aware for Outstanding Contribution to Emergency Medical Services for Children; and the past chair of the EMS Advisory Board, Donald Barklage who received	

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	the Governor's Award for Excellence in Emergency Medical Services.	
	<u>Advisory Board Bylaws</u> The Executive Committee of the EMS Advisory Board will be reviewing the Advisory Board bylaws over the next 30 days in an effort to update the bylaws and make them more applicable to the current practices of the Board. The Executive Committee will also be reviewing the make up of the committees in an effort to determine if the committees are currently structured so as to meet the functions of the EMS System.	Jennie Collins, the Second Vice-Chair has been charged with reviewing the committee structure over the next year.  Board members are asked to forward any input or suggestions to either Ms. Collins or Ms. Wagner.  The Board should receive a status update at the February Board meeting.
	<u>Staffing and Response Time in a Locality</u> At the August Board meeting during the Public Comment period, an issue was brought forth in regards to staffing and response times in a particular locality. Ms. Wagner emphasized that the Board takes each of those issues very seriously. Ms. Wagner shared that an investigation was brought forward and its findings were processed through the regulatory process. Therefore, currently that issue has been settled. Ms. Wagner pointed out that it was a locality issue and was handled within the proper channels.	
<b>First Vice Chair Report – Randy Abernathy</b>	Mr. Abernathy had no report.	
<b>Second Vice Chair Report- Jennie Collins</b>	Ms. Collins had no report.	
<b>State EMS Medical Director Report – Dr. Carol Gilbert</b>	Dr. Gilbert was not present at the meeting.	
<b>Office of EMS Reports – Gary Brown and Staff</b>		
	<u>EMS Symposium</u> Mr. Brown asked Board members to forward any suggestions they might have for the 2006 EMS Symposium to the Office of EMS as soon as possible.	
	<u>Hurricane Response</u> Mr. Brown recognized the efforts of Virginia providers who have been deployed to help with the hurricane devastation caused by Hurricane Katrina.	
	<u>General Assembly</u> Mr. Brown said that by the February meeting, the Office of EMS should know what legislation is in the General Assembly that will impact the EMS system. Mr. Brown explained that during the legislation session both he and Scott Winston have to focus all their efforts on the General Assembly; and he asked the Board for their patience if they find it difficult to reach either of them during the General Assembly session.	
	<u>Agenda Items</u> Mr. Brown discussed the significance of two agenda items.	

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	<p><b>State EMS Plan:</b> Mr. Brown gave an overview of the planning and processes that took place during the year in an effort to get a new State EMS Plan. Mr. Brown acknowledged all of the Board members, committees and others who helped in the planning stages for development of the State EMS Plan. Sara Gaba with Renaissance Resources will be presenting the State EMS Plan.</p> <p><b>VACEP and OEMS Joint Partnership:</b> The Virginia College of Emergency Physicians in conjunction with the Office of EMS partnered to look at the issue of medical direction and operational medical directors throughout Virginia. The Southeastern Institutes for Research will be making a presentation on that effort.</p>	
	<p><u>State EMS Medical Director</u> Mr. Brown also said that the State Medical Director contract that will expire in December 2005. The Office of EMS is planning to ask permission to extend the contract one additional year. During the next year, OEMS will be reevaluating the State Medical Director contract and determining the Scope of Work that they would want performed by a State EMS Medical Director.</p>	<p><b>Mr. Brown charged Dr. Mitchell and the Medical Direction Committee with overseeing the State Medical Director contract revisions.</b></p>
	<p><u>2006 EMS Advisory Board Meetings</u> Mr. Brown said that the dates for 2006 have been identified; however, the Office of EMS has put out a RFP to find a suitable meeting location. They have received some bids but will probably be resubmitting the RFP to acquire some additional bids.</p> <p><b>2006 Meeting Dates for EMS Advisory Board and Committees:</b> February 9 and 10, 2006; May 4-5, 2006 (will probably have to be changed to May 11-12, 2006; August 3 and 4, 2006; and the November meeting is scheduled on November 8, 2006 at the Norfolk Waterside Marriott.</p>	
	<p><u>Partnership with the Department of Fire Programs</u> The Office of EMS and the Department of Fire Programs have agreed to work closer on several issues. Each office has been sending representatives to each others board meetings and staff from each office have started meeting on a quarterly basis to discuss issues that crossover between the two agencies. Currently, they are working out a Memo of Understanding (MOU) for a joint venture EMS / Fire Bookstore that will be located at the Department of Fire Programs.</p>	
<p><b>Assistant Director's Report – Scott Winston</b></p>	<p>Mr. Winston recognized the recipient for the EMS Agency of the Year, Nightingale Air Ambulance Service, who was in the audience.</p>	

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	<p><u>OEMS Personnel Updates</u> Jodi Kuhn has been hired as the Biostatistician for the Trauma/Critical Care unit, replacing Carolyn Halbert. Jodi is coming from the VCU Medical Center and will be starting in the Office of EMS on November 28.</p> <p>The Office of EMS is in their second round of recruitment for the BLS Training position that was vacated by Steve Puckett. OEMS will be interview in early December for that position.</p>	
	<p><u>Technical Assistance and Regional Coordination</u> Mr. Brown and Mr. Winston gave a report on the Office of EMS Retention Workforce Project during a recent trip to Florida for the State EMS Directors annual meeting. OEMS has received quite a few inquiries from other states about the project, including Washington State, Nevada, Pennsylvania and New Jersey. The Office of EMS has also recently conducted a phone interview regarding the project with Mannie Garcia, the editor for EMS Insiders. That magazine will be publishing an article about the project in either December or January. During that interview, OEMS also plugged the Christopher Reeve Recruitment Campaign and the EMS Leadership Challenge. Ms. Garcia seemed interested in all of these projects and should be writing about those projects, as well. This will give the Office of EMS a lot of national exposure.</p>	
	<p><u>Additional OEMS Personnel Updates</u> Mr. Brown informed the Board that based on the JLARC report the Office of EMS is making several changes to the office staffing structure. The Office of EMS will be adding eight new positions in order to carry out new mandates and to stay abreast of the ever increasing workload. New positions in the OEMS will include a Certification Examinational Coordinator; an ALS Training Funds Specialist; an EMS Systems Planner; a Communications Technologist; an Emergency Operations Disaster Task Force Coordinator; an Administrative Specialist to support the Emergency Operations unit and Trauma and Critical Care unit.</p> <p>In addition, the Office of EMS has requested an IT Business Analyst and an IT Business Integration Specialist. These two positions were requested because of the recent reorganization within VITA that resulted in OEMS not having any IT staff. All of OEMS IT staff now work for VITA.</p> <p>The Office of EMS has also teamed up with the Emergency Preparedness and Response program within the Health Department. In accordance with a benchmark within the CDC grant for an Emergency Preparedness and Response dealing with Critical Incident Stress Management, OEMS is redefining a position in our office that will be shared 50 / 50 with the Health Department and OEMS. The position will stay in OEMS and it will be a dedicated CISM position for public safety and public health. The Office of EMS</p>	

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	will take the position that the person is currently in and recruit and replace for that position which is the Rescue Squad Assistance Fund Administrator position.	
<b>Office of Attorney General Report – Robin Kurz</b>	<p>Ms. Kurz reported on an October 30 article that ran in the Washington Times about the District of Columbia’s ambulance service getting discipline under HIPAA for doing ride alongs. The ambulance service in the article had a reporter who rode along and followed up with an article citing patient’s names and medical conditions. Ms. Kurz said that she is not sure what HIPAA implications this action will produce. Ms. Kurz will be getting a copy of the Office of Civil Rights directive to the District of Columbia agency when it is available so that she can determine how the directive will impact Virginia’s policies and procedures.</p> <p>Lori Moore commented that her organization has been working with Attorney Wolfberg on the HIPAA situation. She said that any agencies that are billing under Medicare are falling under HIPAA. Ms. Moore also commented that in regards to “ride-alongs” if they are EMS students, as far as she can determine, that would be okay.</p>	<b>Ms. Moore indicated that there will be an article appearing in the JEMS magazine regarding the HIPAA issue.</b>
<b>State EMS Plan – Sara Gaba</b>	<p>Ms. Gaba from Renaissance Resources gave a presentation on the State EMS Plan. Renaissance Resources is the consulting firm that has been working on the development of the Strategic and Operational Plan project. Ms. Gaba gave an overview of what the project was and explained the process followed by Renaissance Resources to develop the plan.</p> <p>Renaissance Resources has completed the Strategic Plan and also created a template to be used by the 11 EMS Regional Councils. Renaissance Resources will also be doing follow up work with the councils to take the Strategic Plan template and help the councils develop their own template. Renaissance Resources also developed an Operational Plan template that will be utilized by the OEMS staff and the EMS Regional Councils.</p> <p>Gary Dalton, Chair of the Finance, Legislation and Planning Committee (FLAP) reported on the FLAP Committee’s discussion about the State EMS Plan at their meeting earlier in the day.</p>	<b>The FLAP Committee established a timeline of January 1, 2006 to receive comments in writing from stakeholders regarding this Plan. The FLAP committee will be meeting on January 20, 2006 at the VAVRS office in Oilville to address the Plan as well as take Public Comment on the Plan. The FLAP Committee will report on the outcome of this meeting at the February EMS Advisory Board Meeting.</b>
<b>VACEP &amp; OEMS: Virginia College of Emergency Physicians OMD &amp; VACEP Study – Southeastern Institute of Research, Inc.</b>	<p>Mr. Brown told the committee that the Office of EMS entered into a partnership with the Virginia College of Emergency Physicians to take a look at OMDs in the Commonwealth. They were researching why physicians become OMDs, why some opt not to be OMDs, and why some stop being OMDs. The partnership hopes that the study will help them to develop strategies for keeping OMDs and recruiting new OMDs.</p> <p>Mr. Brown acknowledged the work done on this project by two board members, Drs. Carl Wentzel and James Dudley. John Martin and Anna MacIntosh from the Southeastern Institute of Research made the presentation to the Board.</p>	<b>The Southeastern Institute of Research prepared an Executive Summary of the report that was distributed to the Board. Board members will also receive an electronic copy of the report.</b>

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	<p>Mr. Martin gave an overview of the report and explained the methodology used to develop the survey.</p> <p>The report profiles current and former OMDs. The survey also looked at why doctors become OMDs and what challenges current OMDs face. The survey researched the OMD shortfall issue, as well. The survey provided OEMS with seven suggestions for retention and recruitment of OMDs.</p>	
<b>Committee Reports</b>	<p>Ms. Wagner reminded committee chairs that she has requested via email that they look at the make up of their committee and identify the stakeholders that are affected by the actions of the committees.</p>	<p><b>Committee Chairs who have not responded to Ms. Wagner's earlier request regarding their committee composition need to do so. Committee Chairs also need to submit a committee roster to Ms. Wagner within the next 30 days identifying any changes that have been made to the committee roster.</b></p>
<b>Awards Selection Committee – Karen Wagner</b>	<p>There were two winners of the EMS Advisory Board Scholarship Award this year. Ms. Wagner clarified that this will not be the common process; but might occur again if the candidates are so evenly matched to make it difficult to choose one winner.</p>	
<b>Communications Committee – Gary Critzer</b>	<p>The committee met earlier in the day. The committee will be meeting again on February 3, 2006. The Communications track at the EMS Symposium was very successful. Mr. Critzer acknowledged all of the hard work and efforts of Ken Crumpler in developing the Communications track. Mr. Critzer reported that during the Symposium, OEMS had the opportunity to partnership with the Exchange Program with providers from London Ambulance who were here as part of the Richmond Ambulance Authority Exchange Program.</p> <p>The committee will be having a special call meeting sometime in January to look at the PSAP Accreditation Guidelines for EMD. The committee will also be reviewing the regulatory section for Communications in the State EMS regulations during that same meeting.</p> <p>The Communications Committee recognized a new member, Jeff Taylor, who is the Communications Director for the Richmond Ambulance Authority.</p>	
<b>CISM Committee – Liz Martin</b>	<p>The CISM Committee met on November 16. The committee is still in the planning stage for the 2006 CISM Conference. It will be held May 31 – June 3, 2006 in Virginia Beach. This will be the 20<sup>th</sup> year anniversary conference, and they will be planning some recognition for some of the early pioneers in the CISM process. Ms. Martin asked the Board to forward any recommendations they make have for this endeavor to Carol Morrow.</p> <p>The committee is pleased with the new partnership being established with the Health Department's Emergency Preparedness and Response unit. This will allow OEMS to</p>	<p><b>The committee is working on standardizing initial education and CME requirements for ongoing education and for CISM providers. The committee is looking for more involvement from CISM groups within each region and encourages board members to let their constituents know about this project.</b></p>

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	<p>have dedicated staff support to CISM. The committee has already begun plans to expand training and services to the public health responders. The committee is working on some standardized pre-incident training materials that they can provide to regions and agencies for their use.</p>	
<p><b>EMS Emergency Management Committee – Bubby Bish</b></p>	<p>The committee met on September 15 at Henrico Volunteer Rescue Squad. At that meeting, the committee set some goals for future work for the committee. One item of concern is poor committee attendance. The committee plans to send letters to department heads encouraging them to assure that committee members attend scheduled meetings.</p> <p>The committee also discussed the possibility of reconvening the Ad Hoc committee to review the Position Paper written in August 2002 regarding the EMS Preplanning for Special Events. The committee also plans to review the Mass Casualty I and II Training Modules.</p> <p>Also, Winnie Pennington updated the committee on the development of the working group to address elements that affect the EMS community under this year’s HRSA grant. The group has already been selected, and Ms. Pennington held her first meeting on October 26, 2006 at the ODEMSEA office.</p> <p>The next meeting of the working group is scheduled on January 12, 2006 at the VAVRS office in Oilville. The meeting is scheduled from 9 AM to 3 PM on that date.</p> <p>The next meeting of the EMS Emergency Management Committee is scheduled on December 1, 2005 at the Henrico Volunteer Rescue Squad. This will also be an all day meeting.</p>	
<p><b>Emergency Medical Services for Children – Theresa Guins, MD</b></p>	<p>EMS for Children met on November 17, 2005. The committee did not receive the DMV grant this year that they have received for the past six years. This grant had enabled the committee to give each EMS council around the state funding for pediatric classes and equipment. Therefore, the committee is researching other sources of funding.</p> <p>The Scope Program Training Manual has been published, and it will be a part of the kit that EMSC is putting together for each agency. These kits will be distributed to the agencies sometime over the next six months.</p> <p>The next meeting is January 12, 2006.</p>	
<p><b>Finance, Legislation and Planning Committee – Gary Dalton</b></p>	<p>The committee met earlier in the day. Ed Rhodes of the Rhodes Consulting Group gave the committee a progress report on the model resolution that was distributed to stakeholders. The model resolution has been adopted by a number of city and county governments as part of the legislative package. The resolution has also been endorsed and forwarded to Mr. Rhodes. Mr. Dalton said that the committee’s drive is still for full</p>	<p><b>Members of the board and each standing committee are asked to review the State EMS Plan and either endorse the Plan or submit comments by January 1, 2006.</b></p>

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	<p>funding of Four-for-Life. Committee members discussed their availability to address the General Assembly as needed during the session.</p> <p>The committee discussed their current committee composition and decided to keep the committee at its current 15 members.</p> <p>FLAP Committee will be meeting on January 20, 2006 at the VAVRS office in Oilville.</p>	
<b>Financial Assistance Review Committee – Byron Andrews</b>	<p>The committee met on November 17, 2005.</p> <p>The September 15 grant cycle totaled a little over \$6 million dollars. The committee received 136 requests for funding. The Grant Review Committee will be meeting on December 8 and 9, 2005 to make awards.</p> <p>The committee visited the Southwest EMS Council to see first hand the needs of the system in that region, and also to visit the agencies in that region. Mr. Andrews acknowledged the great welcome they received from the Southwest Council and the region during their visit.</p>	
<b>Leadership and Management Committee – Kevin Dillard</b>	<p>A combined meeting of the Leadership and Management and Public Information and Education Committee was held. The committee reviewed past, present and future missions for both committees. The committee recommends that the two committees should be combined to form one committee. They are currently working on list of deliverables for the new committee and to determine who should be the stakeholders.</p>	
<b>Medevac Committee – Randy Abernathy</b>	<p>Randy Abernathy began by acknowledging the role of Genemarie McGee, the former Chair of the Medevac Committee who recently rotated off the Advisory Board. The committee is continuing work on processes begun by to develop rules and regulations to govern air medical services in Virginia. The committee has conducted a series of meetings to develop regulations. The committee recently held a two day meeting in Virginia Beach where they formalized a draft of rules and regulations.</p> <p>The committee discussed a situation at their meeting held earlier in the day an organization in Pennsylvania that have made some preliminary inquiries about setting up operations in the Commonwealth. Currently Virginia has no formidable rules or regulations to prevent requesting organizations from being granted a permit.</p> <p>The committee has also agreed to address how they can prevent over flights in Virginia, where helicopters from further distances are coming to take care of patients. They are concerned about the obvious lack of coordination and communication between organizations in responding to air medevac emergencies.</p> <p>The next committee meeting is going to be on January 12 and at that time they will</p>	<p><b>Board members were asked to review the draft and email comments to Paul Sharpe.</b></p> <p><b>Mr. Abernathy will ask OEMS to arrange a meeting with the Secretary of Health and Human Resources to discuss the impact of allowing too many air medevac helicopters in the state.</b></p>

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<p><b>Medical Direction Committee – Kimberly Mitchell, MD</b></p>	<p>review for the final time the final draft version that will be submitted to the Advisory Board for approval at the February Board meeting.</p> <p>The committee has one action item and two informational items. At the October meeting it was brought to the committee’s attention by staff that the committee population is limited to 10 voting members and this does not address the needs of each region. The committee would like the board to consider increasing the population at the Medical Direction Committee up to 15 members. The committee wants to have one representative of each of the regional EMS councils and the opportunity at the discretion of the Chair with the approval of the other committee members to bring up to four other physician voting members so as to broaden their expertise on the committee.</p> <p>Dr. Mitchell was asked if the committee would consider having non physician members on the committee. Dr. Mitchell explained that there has been discussions in the past about having non physician members on the committee but it was determined that this particular committee needs to have medical experts only. Both Dr. Wentzel and May Fox supported the motion as it stands.</p> <p>The committee is continuing to gather resources and information and looking at statewide protocols. the committee is not ready at this time to make any major changes. The American Heart Association Stroke Task Force has contacted the State Medical Direction Committee and has solicited the committee to send a representative. Dr. Guins will be the representative who will attend these meetings. The next meeting is December 8, 2005.</p>	<p><b>The committee brought forth the following motion.</b></p> <p><b>MOTION: The Medical Direction committee moves to have the Medical Direction Committee population increased to up to 15 voting members, that would include one representative from each of the regional EMS councils and at the Chair’s discretion up to four other physician voting members.</b></p> <p><b>The Chair called for the vote. YEAS = 22; NAYS = 0; ABSTENTIONS = 0 The vote was carried unanimously.</b></p>
<p><b>Nominating committee - Carl Wentzel, MD</b></p>	<p>Dr. Wentzel reported that the committee did not have a formal report. Dr. Wentzel said that they anticipate that there might be issues to address as the Executive Committee begin their work on the Bylaws that they may have some issues that will arise.</p>	
<p><b>Professional Development Committee - Randy Abernathy</b></p>	<p>Mr. Abernathy chaired the last meeting for Dr. Dudley who had a family emergency.</p> <p>The Professional Development Committee is concerned because in the effort to increase the delivery of services in Virginia, the Office of EMS staff is usually not given an opportunity to attend national conferences where they can get first hand information about practices utilized in other parts of the country.</p> <p>Gary Brown commented that he appreciated the Professional Development Committee’s support of the Office of EMS; however, he requested that the Committee hold off on acting on the motion today; and instead give OEMS staff an opportunity to discuss this further with the committee; and, if necessary, send the request through the Health Department’s chain of command.</p>	<p><b>Mr. Abernathy brought forth the following motion.</b></p> <p><b>MOTION: The Professional Development Committee made a motion that was approved supporting and requesting the EMS Advisory Board to encourage a letter be sent to the Governor in support of the opportunity of that staff being able to attend national meetings for the purpose of securing additional information that would be vital to the educational process in the Commonwealth.</b></p>

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	<p>Based on Mr. Brown's comments, May Fox made a motion to Table the Motion brought forth by the Professional Development Committee.</p> <p>The Chair called for a vote.</p>	<p><b>MOTION:</b>  <b>The motion brought forth by Randy Abernathy will be tabled for discussion at a later date.</b></p> <p><b>YEAS = 22; NAYS = 0; ABSTENTIONS = 0.</b>  <b>The motion was carried unanimously.</b></p>
<p><b>Regulation and Policy committee – Jennie Collins</b></p>	<p>The committee discussed restructuring during their last two meetings. A couple of the members were agreeable to change their membership status to a non voting member so as to assure that the committee has a good balance of stakeholders. Ms. Collins is waiting on one representative from either VACO or VML to be announced to complete the restructuring of the committee.</p> <p>The committee has been working on several sections of the regulations that are being reviewed for revisions. The committee will also continue to discuss civil penalties issues.</p> <p>Ms. Collins asked Mike Berg from OEMS to give a status update on the work being done on the Financial Assistance Review Committee and the Regional Council regulations review process. Mr. Berg advised the committee that he has been working with the Health Department Adjudication officer to move these regulations forward once they were approved by the committee. Mr. Berg said that the process has now been delayed, however, due to the pending Administration change and the Governor is not entertaining any new regulatory action. Mr. Berg said it will probably be next April before the regulations will move forward within the new Administration.</p> <p>The next meeting of the committee is scheduled on February 2, 2006. The location of the meeting will be announced later.</p>	
<p><b>Transportation Committee – Donald Taylor</b></p>	<p>The committee last met on November 7 at the Office of EMS. In the past, the key focus of the committee has been to get a State Ambulance contract. This mission has been completed. Mr. Taylor has met with Scott Winston and Mike Berg to discuss the direction that OEMS would like to see for the committee. The committee will be undertaking some new challenges and focus in the future. Mr. Taylor is working on the committee composition in the hopes of getting some additional key stakeholders involved in the committee.</p> <p>Mike Berg and Jimmy Burch from OEMS have asked the committee to work on several projects over the next couple of months.</p> <p>The committee has also been asked to evaluate the potential permitting of alternate transportation vehicles.</p>	<p><b>The committee will be developing new guidelines for ambulance purchase and replacement to assist the Financial Assistance Review Committee with minimum criteria for the Rescue Squad Assistance Fund.</b></p> <p><b>The committee will be evaluating the definition of EVOC in order to set criteria to evaluate requests for new EVOC courses.</b></p> <p><b>The committee will be evaluating the existing mandatory equipment lists for ambulances.</b></p>

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	<p>Mr. Taylor acknowledged the hard work and dedication of his predecessor as Chair, Chip Decker.</p> <p>The next meeting date is posted on the web site and it will be at VAVRS headquarters in Oilville.</p>	
<p><b>Trauma System Oversight &amp; Management Committee – Morris Reece</b></p>	<p>The committee brought forth two action items.</p> <p>At the May meeting of the Advisory Board , the board approved the Trauma Designation criteria developed by the Trauma Oversight &amp; Management Committee. The committee has since completed work on the Interpretive Guidelines and the Administrative Manual that would accompany these criteria. The intent of the Interpretive Guidelines and the Administrative Manual is to guide the reviewers and the hospitals on the intent of the criteria, how they are to be administered, the appeals process for those hospitals or trauma centers that may be not satisfied with the review process. They were emailed to the Board earlier and they are now asking approval from the Board on these documents.</p> <p>As a result of the JLARC report, the Office of EMS felt it necessary to look at review and revise the Triage Guidelines to meet the JLARC recommendations. That has been done and the revised guidelines were included in the Quarterly Report. Mr. Reece explained that it is essentially a template that will guide the regional councils on how to do their triage plans. The committee brought forth these guidelines for the Board’s approval.</p>	<p><b>Mr. Reece brought forth the following motion.</b></p> <p><b>MOTION:</b>  <b>The Trauma System Oversight &amp; Management Committee move that the EMS Advisory Board accept Interpretive Guidelines and the Administrative Manual that have been developed by the committee to accompany the Trauma Designation Criteria Manual.</b></p> <p><b>The Chair called for a vote.</b></p> <p><b>YEAS = 22; NAYS = 0; Abstentions = 0</b>  <b>The vote was carried unanimously.</b></p> <p><b>Mr. Reece brought forth the following motion.</b></p> <p><b>MOTION:</b>  <b>The Trauma System Oversight &amp; Management committee moves that the EMS Advisory Board accept the revised Trauma Triage Guidelines.</b></p> <p><b>After discussion, the Chair called for the vote.</b></p> <p><b>YEAS= 22; NAYS = 0; Abstentions = 0</b>  <b>The vote was carried unanimously.</b></p>
<p><b>Regional EMS Council Executive Directors – Tina Skinner</b></p>	<p>The committee met on November 17. The councils discussed the EMS Symposium and offered their input and support to OEMS in regards to next year’s event. Ms. Skinner congratulated all of the 2005 Governor’s Award winners. She stated that the Regional Councils are committed to continue to set high standards in the regional award programs.</p> <p>A strategic planning meeting has been scheduled with the regional directors group and Renaissance Resources on January 10 at Central Shenandoah EMS with regards to the Strategic Plan EMS template for regional councils. The directors also discussed the 2009 Initiative for EMS Training in Virginia.</p>	<p><b>The Regional Directors will meet with Renaissance Resources on January 10 at Central Shenandoah EMS Council to discuss the Strategic Plan EMS template for regional councils.</b></p>

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	<p>A work group has been formed to discuss state benefits for regional EMS councils, including health insurance or Virginia retirement. A position paper will be developed by this work group as they pursue this issue, as well as possibly legislative action.</p> <p>The Regional EMS Council Executive Directors officers were elected for 2006. 2006 Officers for the Regional Directors Group are:  Chairman – Tina Skinner  Vice-Chair – David Cullen, Central Shenandoah EMS Council  Secretary – Jim Chandler, Tidewater EMS Council  Treasurer – Melinda Duncan, Northern Virginia EMS Council</p>	
<b>PUBLIC COMMENT</b>	<p>Gary Dalton, in his role of Co-Chair for the VAVRS Leadership Challenge, gave the Board an update on the progress of the project. This group has contracted with Renaissance Resources in an effort to address a JLARC concern regarding leadership challenges for both volunteer and paid EMS providers. The group developed a survey that provides demographics on leaders and their concept of where they stand on 15 competencies that this group benchmarked as leadership requirements. This group has received funding from the Rescue Squad Assistance Fund and the FARC Committee and obtained a \$45,000 grant to help them undertake this project.</p>	<p><b>Mr. Dalton asked anyone with input regarding to project to contact Karen Wagner or himself at VAVRS.</b></p>
<b>OLD BUSINESS</b>	<p>Lori Moore asked the Chair to provide more information on the outcome of the issue brought forth at the August in regards to staffing and response times in a particular locality, since Ms. Wagner stated at the beginning of the days meeting that the issue had been resolved.</p> <p>Ms. Wagner stated that the information was investigated by the Office of EMS and the process was followed as outlined within the guidelines of the Rules and Regulations.</p>	<p><b>Ms. Wagner advised that there is a written report that is available for public information. Mr. Gary Brown stated further that the information can be obtained through FOIA.</b></p>
<b>NEW BUSINESS</b>	<p>Mr. Abernathy stated that the VAGEMSA Executive Board has begun to look at the possibility of considering a process of accreditation to recognize agencies that are complying with all rules and regulations and awarding them with certifications that could perhaps extending the agency license beyond the two year period.</p> <p>Mr. Taylor stated that he also discussed the issue with the State Fire Chiefs at their November meeting. Mr. Taylor said that the State Fire Chiefs would like to go on record with support of evaluating the concept to see if it merits further development.</p> <p>Mr. Taylor stated that at the State Fire Chiefs meeting they also discussed the Pandemic Influenza plan in Virginia. The State Fire Chiefs were concerned with the plan because they feel that EMS agencies were not really addressed in the Plan. The State Fire Chiefs were concerned that the Office of EMS were not involved in the Plan. Mr. Taylor said that he discussed this matter with Gary Brown and was informed that OEMS has been invited to participate in future meetings regarding this issue.</p>	<p><b>Mr. Taylor brought forth the following motion.</b></p> <p><b>MOTION:</b>  <b>The EMS Advisory Board goes on record to support the Office of EMS being involved in all of the planning stages of the Influenza Plan and that they get representation at the table for any future strategic plan that affect the responders throughout the State and will send a letter of support to the Commissioner.</b></p> <p><b>The motion was seconded by Byron Andrews and the Chair opened the floor for discussion.</b></p> <p><b>Following discussion, the Chair called for a</b></p>

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	Mr. Taylor wants the Advisory Board to support OEMS involvement with this strategic plan and all strategic plans in the future.	<b>vote.</b> <b>YEAS = 22; NAYS = 0; Abstentions = 0</b> <b>The motion carried unanimously.</b>
<b>Adjournment</b>	Hearing no more business the meeting was adjourned at 4:02 PM	
<b>Next Meeting</b>	The next meeting is scheduled on February 10, 2006 at The Place at Innsbrook.	

DRAFT