

**Workforce Development Committee Meeting
Virginia Office of EMS
Norfolk Waterside Marriott
235 E. Main Street, Norfolk, VA 23510
November 9, 2018
10:00 a.m.**

Members Present:	Members Absent:	OEMS Staff:	Others:
Jose Salazar , Chair	Paul Hoyle , PEMS Council	Chris Vernovai	Bob Ryalls, JCFD (Ret)
Valeta Daniels , Advisory Board	Cody Jackson , Med-Trans Corp./Wings Air Rescue - Commercial Ambulance Member	Wanda Street	
Dave Tesh , VA Recruitment & Retention Network	Mike Watkins , VAGEMSA	Tim Perkins	
William “Gene” Dalton , WVEMS Council	Dreama Chandler , VAVRS	George Lindbeck	
Christina H. Smith , VACO			
Michael Colman , Richmond Ambulance Authority			
Byron Andrews , VSFA			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to order & Introductions:	The meeting was called to order at 10:02 a.m. by the Chair, Jose Salazar. Mr. Salazar welcomed everyone and proceeded with introductions.	
Review & approval of the August 2, 2018 minutes:	A motion was made to review and approve the August meeting minutes. The minutes were approved as submitted.	The minutes were approved as submitted.
Chair Report – Jose Salazar:	Mr. Salazar stated that the committee has a lot going on, but we need to focus on where we want to go; what we ultimately want to accomplish. He will speak more about this under New Business. He will provide comments and feedback as the meeting progresses.	
OEMS Report – Tim Perkins:	Tim stated that he is the manager of the newly created Division of Community Health and Technical Resources of OEMS. As of September 25, 2018 Chris Vernovai filled Tim’s former position of EMS Systems Planner. His main focus will be to push EMS Officer I out of the pilot phase for an actual rollout in 2019. Tim is hoping to bring on another wage staff member by the middle of 2019.	
EMS Officer I Sub-Committee Update – Chris Vernovai:	<p>The EMS Officer I program was held over the past two days with 31 participants signing up, but only 18 actually showed up. The class went pretty well. They received feedback from the initial surveys stating that there were tweaks to be made to the homework. They stated that there was a lot of homework which took up a lot of time. A strong instructor candidate has been identified and another individual has been identified to help us out in the development; his background is in policies and policy writing. Mr. Salazar stated that we must remember that the Officer program was designed to be a couple of weeks vs. doing the homework and attending a two-day class.</p> <p>At the last meeting, the committee discussed logos for the EMS Officer program and Chris has brought in some designs for the committee’s feedback. The committee made the following logo suggestions:</p> <ul style="list-style-type: none"> • They preferred the logo in the top left corner. For Instructors, add “instructor” under Virginia EMS Officer. Put 	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	<p>three stars over it.</p> <ul style="list-style-type: none"> It was suggested to use 1 star for Officer I, 2 stars for Officer II, and 3 stars for Officer III. They also liked the roman numerals but felt they should be smaller. They agreed that the colors should be Blue for Officer 1, Silver for Officer II and Gold for Officer III. <p>Chris will email the logos out with the suggested changes.</p> <p>Before the meeting went any further, Tim introduced Michael Colman of Richmond Ambulance Authority. Mr. Colman gave background information about his work history.</p> <p>Jose Salazar stated that we are almost ready to release the Program. The EMS Officer I workgroup will meet early next year to move toward taking the program out of pilot. Then we will move into EMS Officer II.</p> <p>There was also discussion about having a pin of the corresponding color for I, II or III.</p>	<p>Chris will email the Officer logos out with the suggested changes.</p>
<p>Standards of Excellence Workgroup – Jose Salazar:</p>	<p>The City of Hampton and Essex County were Standards of Excellence recipients in 2018. In 2019, we are going to visit Centra Health in Lynchburg. The City of Fairfax has also expressed interest. It has been three years since we did the original agencies so we will need to go back to City of Manassas, Forest View, Grayson, LifeCare, and Virginia Beach. This will be a busy SoE year.</p> <p>Drafts designs of the Standards of Excellence logo was distributed to the committee for their review and feedback.</p> <ul style="list-style-type: none"> The committee liked the first logo at the top left. “Virginia EM”S should be added. <p>Tim stated that funds are available for decals and labels, etc. The committee also discussed putting dates on a sticker with a three year period. Tim said that dates will increase the costs and he does not want to have a situation with a lot of wasted date stickers. Tim will speak with Ron Passmore about the size (6” or 8”) and placement of a decal for vehicles. Byron suggested sending the awarded agencies a pdf or jpg version of the logo for use on their website, letterhead or other printed material. Byron also suggested a style guide or guidance document suggesting what they can and cannot do with the stickers/logos.</p> <p>Chris will email the logos with the suggested changes.</p>	<p>Chris will email the SoE logos out with the suggested changes.</p>
<p>VA Recruitment & Retention Network- Dave Tesh:</p>	<p>The VA R&R Network met in October. The next meeting is tomorrow at 11 a.m. on the 3rd Floor of the Marriott in Hampton III. It is called EMS Retention Solutions Roundtable and is an actual class – LMGT-739. The next scheduled meeting after this in February 23, 2019 in conjunction with the Virginia Fire Chief’s Conference in Virginia Beach. It will be from 10 a.m. to noon. Dave is not sure of the location at this time. Please let Dave know if you would like to be included on the distribution list for these meetings.</p>	
<p>Unfinished Business:</p>	<p>a. Keeping the Best! Tool Kit revision – Dave Tesh</p> <p>The plan was to get the video shot in October, but it did not work out. Dave & John Bianco will have to come up with another venue. They have put in to teach at next year’s symposium for a pre-conference workshop. Chris stated that he and Tim discussed creating a Keeping the Best webpage to promote it more. Chris has also brought a number of the workbooks with him for the Recruitment and Retention roundtable tomorrow. The committee</p>	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	<p>discussed challenges with recruiting volunteer providers and losing them to the career side.</p> <p>b. EMS Provider Survey – Valeta Daniels OEMS is still waiting to hear from the Attorney General’s Office on whether or not we can actually ask for demographic information. Valeta feels like she is stuck and can’t get anywhere with this.</p>	
New Business:	<p>a. EMS Credentialing – Jose Salazar EMS Credentialing is starting to gain a little more momentum. The National EMS Management Association (NEMSMA) is identifying competencies at different Officer levels. There are three Officer levels which are EMS Supervisor Paramedic, EMS Managing Paramedic and EMS Executive Paramedic. He was wondering if this is something that the committee should support. There are tests taken at each level. There are also costs associated with this and could be expensive. We could take the EMS Officer I program and see where it fits into their competencies. Once they complete the EMS Officer I, we could say that you have completed this much toward the respective EMS credentialing competency. For more information, go to the NEMSMA website.</p> <p>Chris stated that the Office of EMS will meet in the next couple of weeks to discuss and determine if this is beneficial.</p> <p>b. EMS Agenda 2050 – Jose Salazar EMS Agenda 2050 talks about where we will be in 2050. It is more people focused instead of patient focused. It is based on community and family involvement. Mr. Salazar encouraged everyone to take a look at it to see how it will impact the Workforce Development. What should we focus on for the future? At the February meeting, we can start to set some goals.</p> <p>Chris stated that he will look at the State EMS Plan to see what goals the committee have or have not completed. He has been working with the new Grants Manager, Luke Parker on the RSAF program and the EMS Plan integration for the next cycle. The current EMS Plan is on the OEMS website. Valeta asked if the Workforce Development portion can be sent to the committee. Chris stated that he can send it out to the committee.</p> <p>c. Richmond Society of Human Resource Management Meeting – Christina Smith Richmond SHRM is offering a free program for HR professionals that will be focused on hiring veterans into the workforce. It is November 15 at Dominion Payroll in Scotts Addition in Richmond from 5:30 p.m. to 7 p.m.</p>	<p>Chris will send the Workforce Development portion of the State EMS Plan to the committee.</p>
Public Comment:	None.	
Adjournment:	The meeting adjourned at approximately 11:13 a.m.	<p>2019 Meeting Dates: February 7 May 2 August 1 November 8 (Norfolk)</p> <p>Times and locations to be determined.</p>