**Executive Committee Meeting**

**Virginia Office of Emergency Medical Services**

**Embassy Suites Hotel, 2925 Emerywood Parkway, Richmond, VA 23294**

**August 3, 2023**

**5:00 p.m.**

| **Members Present:** | **Members Absent:** | **OEMS Staff:** | **Guests:** |
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| Kevin Dillard, Chair  Valerie Quick, Vice-Chair  R. Jason Ferguson – Professional Development Coordinator  Gary Samuels – Administrative Coordinator  Dr. Allen Yee – Patient Care Coordinator  Dillard “Eddie” Ferguson – Infrastructure Coordinator | Dr. Paula Ferrada – Trauma System Coordinator | Michael Berg  Chad Blosser  Jasper Williams  Wanda Street  George Lindbeck  Mohamed Abbamin  Tim Perkins  Michelle Catalla  Daniel Linkins  Wayne Perry  Ray Whatley  Mindy Carter  Cam Crittenden  Greg Woods  Debbie Akers | Beth Adams  Gary Critzer  Brian Frankel  Steve Simon  Matthew Marry  Ed Rhodes  David Long  John Bianco  Greg Neiman  James Reynolds  Melissa Meador  Ali Akbar  Matthew Allen  Davis Gammon  Kim Craig  John Craig  Chris Montera  Michelle Ludeman |

| **Topic/Subject** | **Discussion** | **Recommendations, Action/Follow-up; Responsible Person** |
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| **I. Call to order/Welcome: Kevin Dillard** | Mr. Dillard called the meeting to order at 5:00 p.m. He advised that board member, J. C. Bolling will not be joining us tomorrow due to a serious medical procedure. Please keep him in your thoughts as he recovers.  Approval of today’s agenda.  **A motion was made Gary Samuels to approve the agenda. The motion was seconded by Jason Ferguson. All committee members were in favor of the motion. The motion carries.**  Approval of the May 4, 2023, meeting minute**s**  **A motion was made by Dr. Yee to approve the minutes. The motion was seconded by Jason Ferguson. All committee members were in favor of the motion. The motion carries.** | **The agenda was approved as submitted.**  **The minutes were approved as electronically submitted.** |
| **II. Executive Committee and Office of Emergency Medical Services:** | **Action Items for the Board**  There is a motion to be voted on from the EMS Emergency Management Committee in reference to Triage Tags. No discussion was held on this motion.  Mr. Brian Frankel made a recommendation for committee appointment to the Provider Health and Safety Committee. Norm Williams was recommended by VPFF. No discussion was held. All committee members were in favor of the recommendation. Mr. Williams has been approved for appointment.  Mr. Gary Samuels discussed the By-Laws amendments that will occur at the next quarterly meeting:   1. The Medevac Committee would like to change the committees’ name to State Air Medical Committee. This will be brought up tomorrow and submitted as a By-Laws change. It will sit for 30 days and will be brought forward for a vote at the next meeting in November. 2. Mr. Samuels stated that the second By-Laws amendment would set all committee membership to 3-year terms with eligibility to be reappointed for one successive 3-year term on that same committee. This will be discussed in more detail tomorrow at the Advisory Board meeting.   **Follow-up discussions:**   * **Workgroup on Advisory Board Composition**   Valerie Quick explained that the full list went out to everyone at the last meeting and the recommendations included an Education Coordinator and the replacement of the Virginia Medical Society of Virginia position with a member from the National Association of EMS Physicians. There was discussion about the Consumer Representative. Dr. Yee suggested that the two workgroups meet before the next meeting and present at that next meeting in November. The Advisory Board Committees are well represented per Valerie Quick. They looked at all the representation on the committees as well as their goals and objectives and found them to be effective.   * **Position Paper on Emergency Department Overcrowding and its Impact on Safe Patient Care**   Matthew Marry reported that after discussions several meetings ago, a white paper was submitted to the Advisory Board and was ultimately submitted to the State Board of Health. The Board of Health recommended that the Office of EMS establish a workgroup consisting of the Office of Licensure, VHHA and stakeholders to evaluate this. At the last meeting errors were found in the data. The workgroup will speak with agency leaders and then hospital leaders. Then work collaboratively to solve these challenges.  Jason Ferguson stated that TCC along with MDC’s endorsement, of The Student Minimum Competency for AEMT document was approved at TCC as well as MDC. It will be brought forward tomorrow for approval. Debbie explained the document and the committee approved it. |  |
| **III. OEMS Division Reports** | 1. **Division of Executive Management and Support**   * **Gary R. Brown, Director** – At budget meeting. * **Scott Winston, Assistant Director –** At budget meeting. * **Adam Harrell, Associate Director –** Out on annual leave. * **George Lindbeck, MD, State EMS Medical Director -** No report.   2. **Division of Community Health and Technical Resources – Tim –** No report. Everything is in the Quarterly Report.  3**. Division of Emergency Operations – Karen** – Not present.  4. **Division of Regulation and Compliance Enforcement – Ron –** Not present.  5. **Division of Public Information and Education – Marian –** Out on annual leave.  6. **Division of Accreditation, Certification and Education – Debbie –** The symposium registration opens on Monday, August 7. You will be able to make your hotel reservation also on the portal using and 1st, 2nd, or 3rd choice of hotels. Mr. Dillard thanked OEMS for working on the lodging issue during symposium.  7. **Division of Trauma and Critical Care – Mindy** – No report. Everything is in the Quarterly Report. |  |
| **IV. Unfinished Business** | None |  |
| **V. New Business** | None |  |
| **VI. Public Comment** | None |  |
| **VII. Adjournment** | The meeting adjourned at 5:20 p.m. |  |

Transcribed by

Wanda L. Street,

Executive Secretary, Sr.