

Financial Assistance Review Committee (FARC)
Virginia Office of Emergency Medical Services
Embassy Suites – Richmond
Glen Allen, VA
August 1, 2024
10:00 AM

Members Present:	Members Absent:	OEMS Staff:	Others:
JC Bolling, Chairman	None	Linwood Pulling	Laura Vandegrift
Robert Trimmer, Vice Chair		Michael Berg	Billy Altman
Mark Barenklau, Secretary		Mohamad Abbamin “Moe”	Janet Blankenship
Tracy Hanger			Stephen Simon
Byron Andrews			Michelle Ludeman
Greg DeYoung			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Call to order, Welcome & Quorum Verification:	The meeting was called to order at 10:02 AM. A quorum requires at least four members present. All six members are present.	No further action is required
II. Introductions:	Introductions of all in attendance	No further action is required
III. Approval of Minutes	The February 1, 2024, meeting minutes were approved as submitted. Motion to Approve Tracy Hanger, second Robert Trimmer. Passed	No further action is required
IV. Election of Reporting Secretary	Chairman Bolling: Advised the committee that in an effort to streamline operations and be more cost effective each committee is required to appoint a “Reporting Secretary” to handle minutes and reporting duties. Chairman Bolling also advised that Mark Barenklau had expressed interest in the position. Robert Trimmer nominated Mark Barenklau, second Byron Andrews with no further nominations being made Mark Barenklau appointed to the position by a unanimous vote of the committee.	No further action is required
V. Committee Business: 1. Staff Reports	Michael Berg: Lunch available today for advisory members only. See Crystal Cuffley for reimbursement paperwork and lunch tickets. New quarterly report format posted on the VAOEMS website. Highland County Rescue Squad has actually made a decision to continue operations and has obtained an injunction against Highland County and the awarded ambulance is in operation. Richmond County returned awarded grant funds. The EMD program they purchased was not the one they were awarded. Essex county EMD grant paperwork needed to be updated so payment could be processed. Unfortunately they have not been accredited and are working to have their accreditation completed by September 1.	

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<p>2. Old Business</p>	<p>Encumbered grant report included in meeting paperwork. Currently 3.8 million encumbered. Discussion on requests from two EMS agencies that had already purchased items and would like to submit grant requests this cycle to offset the cost of purchase. This request is due to the last 2 RSAF cycles being cancelled. They do have the option to submit for an exemption or variance to regulations. Neither would be able to be completed for this RSAF cycle. Discussion on this request led by JC Bolling, Mark Barenklau and Robert Trimmer all expressed the need to follow current guidelines. A question was forwarded if the grant award timeline could be compressed in order to meet the November 27th deadline for the new pharmacy/medication regulations. Michael Berg reviewed the grant timeline from submission to the award meeting and advised that the timeline probably could not be compressed. Linwood Pulling also expressed concerns about compressing the timeline from submission to grading due to multiple reviews and steps in the process. Funding from 80/20 to 70/30 and an inventory of items related to the specific item requested to be included in the grant request will be added next cycle, spring 2025. Request to hold grant award meetings virtually and if grant award meetings should be closed. Also if quarterly meetings could be held virtually as well. Currently researching if we are “able” to close the award meetings, (they have been closed for the last several years). Michael Berg advised Moe Abbamin had researched and has more information. Michael Berg conducted a new member orientation virtually and Greg DeYoung stated it was very helpful. Byron Andrews also agreed. Invoice from the city of Covington is not included on the payments in process section of the encumbered report due to their difficulty in getting some paperwork together.</p> <p>Moe Abbamin: Cannot have virtual meetings back to back, (2 in a row). Must have at least 4 members, (quorum) physically present at 1 site and no more than 2 members in any other site. Also it is required to have a site and link for the public to attend. Any meeting can have a “closed” session or part of the meeting can be closed. Extensive discussion about open vs. closed meetings and the meeting schedule, annually FARC has 4 regular meetings and 2 award meetings.</p> <p>JC Bolling: Suggested we continue to operate as we have and continue to research virtual and scheduling options.</p> <p>Pharmacy/Medication Regulation Changes</p> <p>Michael Berg: One agency has ceased operations due to cost of the new regulations. Advised we could make funding the new requirements a priority funding category. The committee would need to decide yes or no on priority funding and any conditions. Reminded the committee that grant funds are not to be used for utilities and infrastructure, this is in the general policies of RSAF. Historically FARC has not put conditions on priority funding.</p>	<p>No further action is required</p>

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	<p>Discussion of new regulations and funding restrictions placed on the grant program and how the committee could assist with funding new financial obligations associated with the regulation changes. Several members and guests in attendance commented on possibility of starting a program and then upgrading to an optimal system with funding from the current grant cycle.</p> <p>Billy Altman: Questioned if the dollar amount for next grant cycle was known. Michael Berg explained that the total available will be determined just before award meeting.</p> <p>Discussion continued on how a priority funding category could help agencies comply with the new regulations.</p> <p>JC Bolling: Expressed his appreciation to all present for a helpful discussion on this topic. Discussion on guidance that should be included in a priority funding category continued.</p> <p>Robert Trimmer: Stated Chesterfield has contracted with an independent pharmacy to handle procurement of drugs and the stocking of boxes as well. They are paying a “cost per kit” price which they determined be much cheaper than administering the program in house.</p> <p>Michael Berg: Suggested that EMS agency medication management systems be set as a Priority Funding Category.</p> <p>Robert Trimmer: Suggested we should require submission of the agency’s CSR with the grant application.</p> <p>Bryon Andrews: Suggested we add that to next cycle. Discussion on CSR requirement continued.</p> <p>JC Bolling: Led more discussion about priority funding for the current grant cycle.</p> <p>Motion to approve Priority Funding for RSAF Grant Applications. The following motion brought by Byron Andrews, second Mark Barenklau. Passed</p> <p><i>The Financial Assistance Review Committee approve the following for priority funding for the current RSAF grant cycle and submit a motion to the Advisory Board to approve consideration as priority funding for RSAF grant applications of items for “EMS Agency Medication Management System”. The name the priority funding shall be: "EMS Agency Medication Management System"</i></p>	<p>No further action is required</p>

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<p>3. New Business</p>	<p><i>Items for consideration under EMS Agency Medication Management System may include:</i></p> <ul style="list-style-type: none"> • <i>1st years fees for DEA and VaBOP</i> • <i>Security monitoring</i> • <i>Medication purchase for 1st year</i> • <i>Cabinetry</i> <p><i>Items Not allowed (as per OEMS General Grant Information publication) are:</i></p> <ul style="list-style-type: none"> • <i>capital improvement</i> • <i>building utilities</i> <p><i>Additional written detailed clarifications and guidelines shall be provided for applicants within 10 business days by a workgroup of the FARC upon approval of this motion by the Advisory Board.</i></p> <p>(Actual language from the motion submission form is attached)</p> <p>Back to the question of total dollar amount of the current grant cycle.</p> <p>JC Bolling: A small amount will held back for emergency requests and some is dedicated to field point and other continuing programs. Approx. \$700,000 per month is marked for the RSAF grant program.</p> <p>Michael Berg: Right now 1.5 to 1.6 million in the account and available for grants. This number includes field point, and the other mandated programs funded. Money collected for RSAF will only be spent on RSAF and this cycle will be funded with the standard formula of 100/0 80/20 and 50/50.</p> <p>JC Bolling: Thanked Mark Barenklau for agreeing to fill the recording secretary position. Reminded the committee to turn in signed Code of Ethics and Confidentiality statements to Linwood Pulling. The process for non-employee expense reimbursement has changed and now committee members will need to meet with Crystal Cuffley to accomplish reimbursement. A call for any other new business received no response.</p> <p>Michael Berg: Stated he is retiring 1/1/2025 after 22 years of state government and over 40 in EMS.</p>	<p>Michael Berg/Linwood Pulling/ Byron Andrews/Robert Trimmer formed a workgroup to draft guidelines to assist agencies with submission.</p> <p>No further action is required</p>
<p>VI. Public Comment:</p>	<p>No comments brought to the committee</p>	<p>No further action is required</p>
<p>VII. Date of Next Meeting:</p>	<p>The next meeting will be November 14th here at the Embassy Suites. The Grading meeting will be held on December 5th at the VAOEMS office, technology park.</p>	<p>No further action is required</p>

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VIII. Adjournment	Motion Robert Trimmer, second Mark Barenklau. Passed Adjournment 11:56 AM	No further action is required

Actual Language as submitted to the Advisory Board on August 2, 2024:

Motion:

The Financial Assistance Review Committee approved the following item for priority funding for the current RSAF grant cycle at the August 1, 2024 meeting and submits a motion to the Advisory Board to approve consideration as priority funding for RSAF grant applications of items for “EMS Agency Medication Management System”.

1. The name the priority funding shall be: "EMS Agency Medication Management System"
 - a. Items for consideration under EMS Agency Medication Management System may include:
 - i. 1st years fees for DEA and VaBOP
 - ii. Security monitoring
 - iii. Medication purchase for 1st year
 - iv. Cabinetry
 - b. Items Not allowed (as per OEMS General Grant Information publication) are:
 - i. capital improvement
 - ii. building utilities
 - c. Additional written detailed clarifications and guidelines shall be provided for applicants within 10 business days by a workgroup of the FARC upon approval of this motion by the Advisory Board.

Respectfully submitted:

JC Bolling, Chairman

Financial Assistance Review Committee

08/02/2024

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EMS Plan Reference (including section number):

12VAC5-31-2820. RSAF General Grant Program administration which states in part:

A. The FARC will administer the RSAF (Rescue Squad Assistance Fund) General Grant Program and the funding of RSAF General Grant awards using the Office of EMS approved pricing, applicant eligibility, award criteria, and priorities as approved by the EMS Advisory Board.