

**Communications Committee Meeting  
Virginia Office of EMS  
Courtyard by Marriott  
10077 Brook Road, Glen Allen, VA 23059  
February 5, 2016  
9:00 a.m.**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>OEMS Staff:</b>	<b>Guests:</b>
Gary Critzer, Chair	Melissa Wood (Excused)	Ken Crumpler	Robert Trimmer
Hershel Kreis, NENA	Richard Rubino (Excused)	Wanda Street	
Mike Keefe, VDEM	Connie Purvis	Amanda Davis	
Derrick Ruble, Tazewell County 911			
John Korman, APCO, VA Chapter			
Lewis Cassada, VITA			

<b>Topic/Subject</b>	<b>Discussion</b>	<b>Recommendations, Action/Follow-up; Responsible Person</b>
<b>Call to Order &amp; Introductions:</b>	The meeting was called to order by the Chair at 9:05 a.m. Everyone in the room introduced themselves.	
<b>Approval of the minutes dated November 12, 2015:</b>	<b>A motion was made to approve the November minutes. The minutes were approved by unanimous consent.</b>	<b>The minutes were approved as submitted.</b>
<b>Committee Chair Report (Mr. Gary Critzer):</b>	<p>In January, Ken sent out an email to get thoughts about holding the Communications Committee Meeting in Virginia Beach in conjunction with the APCO/NENA Spring Conference in May. However, it was decided against it due to committee members having to be in Glen Allen to attend other meetings. Also, the meeting room has been reserved for this meeting and would still be charged to OEMS if not used.</p> <p>However, it may be possible to hold one meeting per year in conjunction with the Fall APCO/NENA Conference in Roanoke. This would need to be planned ahead of time. It would be good to share information about the EMD program at that conference. If it is not feasible for this year, we will start to plan it for the Fall Conference in 2017. Ken will look into this.</p>	<b>Ken will look into having the Communications Committee meeting in conjunction with the Fall APCO/NENA Conference.</b>
<b>OEMS Communications Coordinators Report (Ken Crumpler):</b>	<p><b>These are informational items that Ken wanted to share with the committee.</b></p> <p><b>FirstNet – First Responder Network Authority – request for subject matter experts – ref: Emergency Medical Services</b></p> <p>The National Association for EMS Officials (NASEMO) has reached out to the office for subject matter experts for the FirstNet program. Mike O’Keefe briefly discussed what FirstNet is. OEMS was asked to submit names to represent EMS. Some of the names that were considered were David Hoback, Charles Warner, Lisa Dodd and Mike Harmon. Gary and Ken feel that Mike should be the</p>	

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	<p>one to represent EMS. Mike agreed to be the subject matter expert for NASEMSO.</p> <p><b>APCO ProCHRT subcommittee –Emergency Medical Dispatch (Derrick Ruble)</b> Mr. Ruble stated that this program consists of basic pre-arrival instructions and is not mandated in Virginia, but would like to encourage use of it by all EMD services. They also want to promote legislation that 911 is a profession of public safety and not clerical. Gary Critzer would like to know if there is a bill associated with this and if so, please give him the bill number.</p> <p>A conference call was held recently in which Ken attended. The subcommittee has created a list of who is not doing EMD. They will be going to the agencies that are not doing EMD to answer questions and concerns about EMD. They are working on an education plan such as a PowerPoint to help agencies better understand what is available to them and to dispel misconceptions.</p> <p>In regard to grants, Gary stated that he understands that grants are for licensed EMS agencies only. Amanda explained that the guidance she received based on the last round of grants that were awarded, that this is not true. It is not only for licensed EMS agencies.</p> <p><b>VA Traffic Incident Management System Communications Workgroup – update of Virginia Statewide Communications Interoperability Plan/Interoperability Field Operations Guide (SCIP/IFOG)</b> Frank Cheatham of OEMS sits on this committee. There is serious consideration of updating the SCIP and IFOG.</p>	
<b>New Business:</b>	<p><b>PSAP Accreditation Application - Winchester 9-1-1</b> Ken stated that all of the paperwork has been received.</p> <p><b>A motion was made to approve the application for PSAP Accreditation. The motion was moved by Hershel Kreis and seconded by John Korman. The motion was approved.</b></p>	<b>The Winchester 9-1-1 application was approved.</b>
<b>Unfinished Business:</b>	<p><b>PSAP Accreditation Application – King &amp; Queen County 9-1-1</b> All of the documentation was submitted with the application.</p> <p><b>A motion was made to accept King &amp; Queen County’s application. The motion was moved by Hershel Kreis and seconded by Derrick Ruble. The motion was approved.</b></p> <p><b>Update to Commonwealth of Virginia EMS Rules and Regulations regarding communications</b> This was discussed briefly at the last meeting. We need to review the communications section of the Rules and Regulations. It needs to be simplified in plain everyday language. The regulations can be found on the OEMS website. Ken will send the link to the committee members. Gary Critzer asked the committee to copy and paste the regulations in Word or PDF and make your</p>	<p><b>The King and Queen County 9-1-1 application was approved.</b></p> <p><b>Ken will send the link to the committee members concerning</b></p>

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	<p>changes/recommendations and send to Ken and Gary only. When replying back, only reply to Ken or Gary. Please send this by March 15. A draft document will be completed and we will review and discuss at the May meeting. Gary discussed adding footnotes for clarification, if necessary.</p> <p>Ken would also like to see a requirement for all agencies and jurisdictions of licensed EMS vehicles in the Commonwealth to program in the NIFOG interoperability frequencies which are correct for their radio system.</p> <p><b>Additional committee representative from the hospital/medical facility community</b> Mike Harmon was recommended to serve on the committee. The committee agreed that he would be a great asset to the committee. Ken will reach out to Mike and ask him about serving on the committee.</p>	<p><b>the communications regulations on the OEMS website.</b></p> <p><b>Please submit recommendations by March 15.</b></p> <p><b>Ken will reach out to Mike Harmon about serving on the committee.</b></p>
<b>Public Comment:</b>	<p>Amanda said that FARC met yesterday and there was some discussion in our minutes that Rodney Newton had some questions about some P25 issues regarding rural communications. RSAF states that all communications has to be P25 compatible, it used to say compliant but was changed to compatible. Amanda wondered if P25 should remain in there or not because the rural areas cannot communicate with each other. She is asking for guidance. After much discussion, they agreed that the language should say P25 capable, not compatible.</p>	
<b>Adjournment:</b>	<p>The meeting adjourned at approximately 10:22 a.m.</p> <p><b>2016 Meeting Schedule:</b> May 6, Aug. 5 and Nov. 10 (Norfolk Waterside Marriott)</p>	