

WESTERN VIRGINIA EMS COUNCIL, INC.
BOARD OF DIRECTORS
Meeting 6:00

January 17, 2008

Cave Spring Rescue Squad
Roanoke VA

AGENDA PACKET

1. Call to Order
2. Introduction of Guests
3. Secretary's Report
 - a. Approval of Minutes
 - b. Treasurer's Report
 - i. Quarterly Report
 - ii. Audit & Financial Statements
4. Standing Committee Reports
 - a. Executive Committee
 - i. Status on Bylaw revisions
 - ii. Strategic Plan
 - iii. COOP
 - iv. Document Management Plan
 - b. Medical Direction Committee
 - c. Performance Improvement Committees (Medical and Trauma)
 - d. Communications Committee
 - i. Status - Peaks Knob Tower Sale
 - e. Allied Resources Committee
 - f. Near Southwest Preparedness Alliance (NSPA)
5. EMS Advisory Board
 - a. Recent and Upcoming Meetings (Report attached)
6. EMS Financial Assistance
 - a. Report on Past Cycle Awards
7. New Business
 - a. Election of Directors
8. President's Report
9. Executive Director's Report
 - a. Proposed Regional Realignments and Designation
 - b. Upcoming Regional ED/Officer Workshop
10. Staff Reports

11. Other Matters

12. Adjourn

Status of Nominations for Expiring Board Member Terms as of January 4, 2008.

City of Salem

John Beach

No response from City as of 1-4-08

City of Covington

Tim Dick

No response from City as of 1-4-08

Pulaski County

Joe Trigg

Nominated by County for additional term

Floyd County

Ford Wirt

Nominated by County for additional term

Botetourt County

Tommy Hunter

Nominated by County for additional term

Pittsylvania County

Tim Duffer

No response from County as of 1-4-08

Hospital System Representative

Morris Reece

Has agreed to serve an additional term

**WESTERN VIRGINIA EMERGENCY MEDICAL SERVICES COUNCIL
BOARD OF DIRECTORS**

DRAFT MEETING MINUTES

DATE: October 18, 2007

LOCATION: Cave Spring First Aid and Rescue Squad Building
Brambleton Avenue at Valley Forge Road, Roanoke

Directors Present

Bob Lloyd
Ford Wirt
Rob Logan
Morris Reece
Carey Harveycutter
Tommy Hunter
Greg Hutchins
Darryl Hatcher
Jim Cady, Sr.
Billy Altman
Steve Simon
Tim Duffer
Dale Wagoner

Staff Present

Kester Dingus
Rodney Wallace
Debbie Akers
Charles Berger
Sharyn Campbell

Guests Present

None

TO ORDER:

President Ford Wirt called this regular meeting of the Board of Directors to order at 7:00 PM. Ford thanked the Cave Spring Auxiliary for providing our meal. He also thanked the Cave Spring First Aid and Rescue Squad for hosting our meetings.

Ford introduced new staff and guests:

We welcomed Rodney Wallace, our new Field Coordinator in the Roanoke office.

SECRETARY'S REPORT:

Rob presented minutes of the last meeting as distributed.

A motion was made and duly seconded to approve the minutes as distributed. **Motion CARRIED.**

TREASURER'S REPORT: Treasurer Harveycutter presented the unaudited treasurer's report for the first quarter of fiscal year 2008. He noted that all accounts were within expectations, and explained that state revenue included some funds that would be transferred to other program accounts later in the year.

A motion was made and duly seconded to receive this report. **Motion CARRIED.**

EXECUTIVE COMMITTEE:

The Executive Committee will attempt to schedule a meeting in November to begin drafting bylaw revisions.

PERFORMANCE IMPROVEMENT COMMITTEES:

Debbie reported that the PI committees met on September 28 to begin development of the separate Trauma and Medical performance improvement plans. Also, planning was done on developing PI data projects for the current year. Rob asked the board to assist in recruiting additional qualified members to sit on the PI committees.

MEDICAL DIRECTION COMMITTEE:

This committee has not met since the last board meeting. Debbie reported that Dr. Charles Lane, our Regional Medical Director, has been appointed to the state Professional Development Committee to represent the state Medical Direction Committee. Debbie Akers reported that the State Medical Direction Committee commended WVEMS for being recognized as a “star performer” in the just-released Regional Council study report.

COMMUNICATIONS AND TRANSPORTATION COMMITTEE:

A proposal has been sent to Pulaski County to sell them our tower on Peaks Knob for \$27,000. The Pulaski County Board of Supervisors will consider approval of this purchase at its meeting on October 22. Rob asked the board to approve this sale. The sale agreement includes WVEMS retaining the right to locate one equipment rack or cabinet, and three antennae for 10 years at no cost.

A motion to approve the sale of the tower to Pulaski County was made and duly seconded.

Motion CARRIED.

Rob also reported that we have applied for a RSAF grant to replace two 28-year-old repeaters at that location. We requested 80% funding. Match will come from anticipated unbudgeted revenue. Rob recommended that the Board approve a budget amendment to increase state revenue projections and Communication equipment expenditures by \$4000 to accommodate this grant match and related communications expenses.

A motion to amend the FY 2008 budget to reflect additional state revenue and communications equipment expenditures by \$4000 was made and duly seconded. **Motion CARRIED.**

PERSONNEL AND TRAINING COMMITTEE:

This committee has not met since the last board meeting and has no report.

ALLIED RESOURCES AND PHARMACY COMMITTEES:

This committee has not met since the last board meeting and has no report. A meeting is tentatively set for December.

NSPA:

Morris Reece reported for the Near Southwest Preparedness Alliance. He noted that NSPA’s fifth grant year just ended, and that a new five-year grant program was beginning. This new program is administered by the DHHS Office of the Assistant Secretary for Preparedness and Response (ASPR) rather than the Health Resources and Services Administration (HRSA) as in the past. The areas in which funds will be spent for this grant year include interoperable communications, alternate care sites, fatality management, and mobile medical assets. NSPA recently purchased a “Staff Support Unit” which is a large trailer outfitted to provide a kitchen, sleeping facilities, a restroom with shower, as well as a cargo hold with ramp for storage and transport of various supplies and equipment.

EMS ADVISORY BOARD: Morris Reece reported for the Advisory Board. A written report is attached to these minutes. The next meeting will be held in November during the EMS Symposium in Norfolk.

EMS FINANCIAL ASSISTANCE:

RSAF grants in the Piedmont area were reviewed on Tuesday night of this week. The Roanoke and New River reviews will take place on Tuesday, October 23.

NEW BUSINESS:

The Board held a discussion on inclusions to the Regional EMS Plan for current year revisions. Rob distributed copies of the current plan and a discussion was held on updates and revisions. Rob then asked that directors forward to him any further suggestions for inclusions. The Executive Committee will also discuss this plan when it meets later in the year to consider bylaws. Also, the various committees will be asked to provide input as they meet in the coming two months.

PRESIDENT'S REPORT:

The President reported 55 percent of the Board in attendance.

EXECUTIVE DIRECTOR'S REPORT:

Rob reported that the Advisory Board's regional council study has been completed. Copies were emailed to all Directors. He made note of a reference on Page 54 that praised the Tidewater and Western Virginia EMS Councils as "Star Performers." An excerpt was distributed to the board. Rob discussed some of the recommendations made in the report, including some relating to mergers and realignments of council boundaries. Morris Reece noted that Bath County was well-represented at a recent OEMS town forum held in Staunton, and that it was clear that this county preferred to remain a part of the Central Shenandoah EMS Council, rather than be shifted to WVEMS as recommended in the study.

Follow-up from last meeting's discussion on a performance improvement specialist: OEMS decided not to fund these positions.

Rob noted that we might be seeking a location to develop a stand-alone accredited EMT-I site in Roanoke or Botetourt County. Recent developments at that the Roanoke Valley Regional Training Center have indicated that we should possibly consider developing our own program apart from the Training Center's program. This could be beneficial to us in the long run.

STAFF REPORTS:

Kester - No report

Debbie – Education staff is working diligently on the EMT-I accreditation package for the Danville/Pittsylvania program, and it should be ready for submission before the next board meeting. WVEMS will also develop an accreditation package for Alleghany that should be ready for submission sometime in the spring of 2008.

Mike - No report

Charles - No report

Rodney - No report

Sharyn - No report

OTHER BUSINESS:

None

Being no further business, the meeting was adjourned at 7:42 PM.

/s Robert H Logan
Executive Director

**Summary report of the State EMS Advisory Board Meeting
November 7, 2007, Norfolk, Virginia**

1. State Health Commissioner Dr. Stroube, has retired. The Advisory Board went on record thanking Dr. Stroube for his service to EMS in Virginia.
2. At its October 19 meeting the Board of Health approved the State EMS Plan as well as the Notice of Intended Regulatory Action for the Durable Do Not Resuscitate Regulations.
3. The Governor's budget reduction plan contains a five percent reduction in funding for the Poison Control Centers. The General Fund appropriation for Trauma Center Fund has been eliminated, but not the DMV-based special funding sources based on drunk-driving convictions and drivers license re-instatements.
4. House Joint Resolution No. 743 established a joint subcommittee to study incentives for fire and rescue volunteers in an effort to recruit and retain volunteers. That subcommittee has agreed on legislative proposals that include a provision for providing tax credit to volunteer firefighters and rescue squad members, for providing financial assistance for tuition for EMS personnel to take training, and for changing the \$4-for-Life to \$6-for-Life in order to provide funds for programs and initiatives designed to improve recruitment and retention of volunteer fire and EMS personnel.
5. The report of the consultant examining the placement and roles of EMS Council structures in the Office of EMS, originally due in May of 2007 was presented at the November Board meeting. The focus of this study was to look at the Council regions, to review how state funds were spent in the regions, and to evaluate whether the recipients of Council services in each region were satisfied with the services being provided. Also included in the study was an effort looking at alternative methods of providing the services traditionally provided by the Councils, and the feasibility of continuing with the current independent council structure. The final draft of the report recommended some reconfiguration of the regions, while maintaining the independent structure of regional councils. The report also recommended that a full time State EMS Medical Director work with the Regional and local OMD's to develop more universal protocols and performance improvement system enhancements.
6. It is anticipated that legislation will be introduced in the upcoming General Assembly session to add EMS providers to the list of healthcare workers that are mandated reporters for cases of suspected child abuse. Although current Federal requirements under the Child Abuse Prevention and Treatment Act require that all licensed healthcare providers are mandated to report such cases, Virginia has been exempt from that requirement because EMS providers in the state are certified and not licensed. The Office of EMS has taken a position in support of EMS providers being mandated reporters of suspected child abuse. The FLAP Committee of the Board has been charged with developing appropriate wording for the legislation that addresses the concerns of all parties involved.
7. The CISM Conference will be held May 27 – 31 at Virginia Beach.

8. The issue of the placement of OEMS in the state government structure remains unresolved. The Advisory Board went on record supporting a motion that would place OEMS in the most appropriate state government Secretariat in which the highest quality of patient care could be maintained.
9. Dr. Charles Lane has agreed to be the Medical Direction Committee representative to the Professional Development Committee of the Advisory Board.
10. An Ad Hoc Committee of the Advisory Board is planning a conference later in 2008 to address health and safety issues among EMS providers.

Respectfully submitted,

Morris D. Reece