

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

**DRAFT MEETING MINUTES**

**DATE:** September 8, 2011

**LOCATION:** Salem Civic Center – Parlor A

**Directors Present**

Billy Altman  
John Beach  
Steve Davis  
Tim Duffer  
Kevin Hamm  
Carey Harveycutter  
Daryl Hatcher  
Rickey Hodge  
Mike Jefferson  
Robert Logan  
Ryan Muterspaugh  
Morris Reece  
Stephen Simon  
Lee Simpkins  
Joe Trigg  
Dale Wagoner  
Ford Wirt

**Staff Present**

Debbie Akers  
Charles Berger  
Gene Dalton  
Mike Garnett  
Mary Christian

**Guests Present**

None

**TO ORDER:**

President Ford Wirt called this regular meeting of the Board of Directors to order at 2:15 PM. Ford thanked the Salem Civic Center for providing the meeting space for our meeting.

**SECRETARY'S REPORT:**

Steve Simon presented minutes of the June meeting as distributed. He called for any corrections or additions.

Motion was made and duly seconded to approve. **Motion CARRIED.**

**TREASURER'S REPORT:**

Treasurer Carey Harveycutter presented the unaudited treasurer's report for FY 11 year end,. He noted that all accounts were within expectations and that the year ended with a surplus of some \$40,000. The executive director noted that some of this surplus would be used to fund recent capital repairs to the building and other capital projects.

Discussion was held on the potential reserve of some of the surplus to update office equipment and other essential items. Rob Logan reported that the Council's identification system is no longer supported and should be replaced. The president directed staff to obtain competitive pricing and to report back to the executive committee.

The treasurer then presented the year-to-date report. Revenue is down due to a change in the way we receive state contract payments. These are now received on a reimbursement basis after the end of each quarter.

Motion was made and duly seconded to accept the report,. **Motion CARRIED.**

**EXECUTIVE COMMITTEE:**

The Executive Committee met prior to this meeting to review and discuss the agenda items.

Rob reported on the work done by the executive committee concerning the stroke triage plan after the June meeting. After several meetings and discussions, the plan was adopted by the executive committee, and subsequently approved by OEMS.

Ford called the board members' attention to the recommended committee appointments for FY 2012. He asked for the board's concurrence. Motion was made and duly seconded to affirm the appointments as listed on the attached report. **Motion CARRIED.**

**MEDICAL DIRECTION COMMITTEE:**

Debbie Akers reported on progress toward roll-out of the new Operational Guidelines. Dr. Lane has set March 1 as the confirmed date to roll out and operationalize the new guidelines. He will personally develop and present the rollout training, to be presented in January and February.

Debbie reported the recent endorsement of four new OMDs in the region.

Debbie reported for the state Medical Direction Committee. That committee has not met since our last board meeting.

**ALLIED RESOURCES COMMITTEE:**

Morris Reece reported for the Allied Resources Committee which met on August 25. He reported that all hospitals present were firmly in favor of continuing the restocking and resupply agreements. The committee will meet again on September 29 to finalize the "list of restocked items" for inclusion in the updated agreements. He also reported that both WVEMS and BREMS will be parties to the updated agreements.

He reported that the hospitals agreed to continue the use of a restocking agreement, and new five-year agreements are under development.

**PERFORMANCE IMPROVEMENT COMMITTEES:**

Charles Berger reported for the General and Trauma Performance Improvement Committees. Both met today.

The committees discussed the two performance improvement plans, and some minor revisions were recommended. A report outlining the revisions was distributed.

Motion was made and duly seconded to adopt the two performance plans as revised. **Motion CARRIED.**

**NSPA:**

Morris Reece reported for the Near Southwest Preparedness Alliance. NSPA is in the process of developing its spending plan and budget for the current year. Nothing further to report at this time.

**EMS ADVISORY BOARD:**

Dale Wagoner provided a written report for the Advisory Board. The next meeting is set for Wednesday, November 9, 2011 in Norfolk, in conjunction with the EMS Symposium. Dale also reported that he was appointed by the Governor for a second term on the Advisory Board representing the WVEMS region. Advisory Board elections will be held at its next meeting.

Dale also explained the move to National Registry testing that is scheduled. Debbie Akers explained how the Intermediate-to-Paramedic bridge is set to work.

**EMS FINANCIAL ASSISTANCE:**

The board members were reminded of the September 15 deadline for submission for funding for the upcoming cycle.

**NEW BUSINESS:**

None

**PRESIDENT'S REPORT:** The President reported 65 percent of the Board in attendance. He thanked the directors for their continued participation.

President Wirt reported on the executive director's recent meeting with the Deputy Health Commissioner for Emergency Preparedness and Response to address concerns on the VPHIB data collection system raised at previous meetings. It was decided by the president that this face-to-face meeting was more prudent than sending a letter to the Secretary of Health and Human Resources. VAGEMSA had expressed the very same concerns raised by this board, so the executive director shared its letter with Dr. Levine. He feels confident that our concerns are known and will be addressed. He also discussed this matter with OEMS director Gary Brown on several occasions.

The New River Valley EMS Training Center has asked that the WVEMS Education Coordinator be appointed as our liaison member to its advisory board. Discussion was held concerning changing this appointment to read as a WVEMS Council representative to allow flexibility in who could attend meetings representing the council. Motion was made and duly seconded to appoint "a WVEMS Council representative" to this position. Joe Trigg offered a detailed explanation of the relationship between the New River Valley Training Center, and the Council. The Training Center is actually a program operated by WVEMS. After much discussion, **Motion CARRIED.**

**EXECUTIVE DIRECTOR'S REPORT:**

Rob called the Board's attention to the quarterly report provided to the Virginia Office of EMS. He also discussed an initiative to revise the regions' contracts with OEMS to make them more functional and meaningful.

He then presented a proposed restructuring of WVEMS standing committees. He distributed a draft diagram showing how this could work. A detailed proposal and necessary amendments will be distributed to the board prior to its next meeting.

**STAFF REPORTS:**

Debbie Akers reported on a shortage of valium and how that will be addressed. Drug boxes with substitutions will be clearly identified.

Mike Garnett – none

Charles Berger – none

Gene Dalton - none

Mary Christian - none

**OTHER BUSINESS:**

None

**HEARING OF THE PUBLIC:**

None

Being no further business, the meeting was adjourned at 3:25 PM.

/s Robert Logan, Executive Director

## WESTERN VIRGINIA EMS COUNCIL, INC.

Balance Sheet

June 30, 2011

UNAUDITED

## ASSETS

Current Assets	
PETTY CASH	\$ 66.27
CD SUNTRUST	
VALLEY BANK MONEY MARKET	188,932.87
FSA CASH	1,579.83
SUNTRUST CHECKING	161,796.56
SUNTRUST PAYROLL	200.00
MUTUAL ENDOWMENT ACCOUNT	5,627.38
PRE-PAID EXPENSE	7,092.12
ACCOUNTS RECEIVABLE	<u>135,203.46</u>
Total Current Assets	500,498.49
Property and Equipment	
Total Property and Equipment	<u>0.00</u>
Other Assets	
COMMUNICATIONS EQUIPMENT	151,377.13
MISCELLANEOUS EQUIPMENT	191,509.50
OFFICE EQUIPMENT	50,881.41
BUILDING	175,223.00
LAND	201,600.00
BLDG. IMPROVEMENTS	64,232.94
GENERATOR BUILDING & EQUIPMENT	11,402.25
ACCUMULATED DEPRECIATION	<u>(396,361.72)</u>
Total Other Assets	<u>449,864.51</u>
Total Assets	<u><u>\$ 950,363.00</u></u>

## LIABILITIES AND CAPITAL

Current Liabilities	
ACCOUNTS PAYABLE	\$ 26,459.15
CLEARING ACCT (UNCASHED CHECK)	290.00
ACCRUED SALARIES	32,480.24
SALES TAX PAYABLE	7.02
FLEX SPENDING ACCOUNT	(824.32)
AFLAC	<u>244.56</u>
Total Current Liabilities	58,656.65
Long-Term Liabilities	
Total Long-Term Liabilities	<u>0.00</u>
Total Liabilities	58,656.65
Capital	
FUND BAL. UNRESTRICTED	650,161.00
FUND BAL. UNRESTRICTED DES.	50,978.00
RETAINED EARNINGS	66,920.35
FUND BALANCE TEMP. RESTR.	81,433.00
Net Income	<u>42,214.00</u>
Total Capital	<u>891,706.35</u>
Total Liabilities & Capital	<u><u>\$ 950,363.00</u></u>

WESTERN VA EMS COUNCIL  
 UNAUDITED TREASURER'S REPORT  
 AS OF JUNE 30, 2011  
 UNAUDITED

<b>REVENUES</b>	<b>TOTAL</b>
STATE GOVERNMENT (OEMS CONTRACT)	416,190
LOCAL GOVERNMENT	132,652
UNITED WAYS	4,041
SPECIAL GRANTS / HOSPITAL FOUNDATIONS	158,772
DIRECT PROGRAM INCOME (Tuition, grants, VDH/OEMS)	222,695
DIRECT MRC INCOME	49,735
NSPA OFFSET REVENUE (Contract for services)	17,308
RENT INCOME (NSPA)	18,000
INTEREST / INVESTMENT	7,150
<b>TOTAL REVENUES</b>	<b>1,026,542</b>
<b>EXPENDITURES</b>	<b>TOTAL</b>
SALARIES / WAGES (WVEMS)	363,700
SALARIES / WAGES / BENEFITS / PAYROLL TAXES (NSPA)	125,873
PAYROLL TAXES (FICA)	25,958
VEC	558
SEP / RETIREMENT	24,795
HOSPITAL / MEDICAL INSURANCE	39,347
LIFE INSURANCE/DISABILITY	9,402
DENTAL INSURANCE	2,370
PROFESSIONAL SERVICES/FEES	13,335
MAINTENANCE / REPAIRS / SERVICE CONTRACTS	1,848
OCCUPANCY (Utilities, repairs, NRV rent etc.)	22,862
POSTAL / SHIPPING	3,181
TELECOMMUNICATIONS	11,800
SUPPLIES (ADMIN)	5,096
EQUIPMENT	5,478
INSURANCE	7,373
DIRECT PROGRAM EXPENSES	214,232
DIRECT MRC EXPENSES	43,471
PRINTING / PUBLICATIONS	2,935
TRAVEL / LODGING	6,091
FUEL/VEHICLE MAINTENANCE	11,600
MEETING SUPPORT	558
DUES / MEMBERSHIP FEES	1,685
STAFF DEVELOPMENT	6,744
CISM PROGRAM COSTS	1,928
COMMUNICATION SITE RENTAL	8,100
COMMUNICATIONS WIRELINES	7,230
COMMUNICATIONS UTILITIES	482
COMMUNICATIONS INSURANCE	3,000
DEPRECIATION	13,297
<b>TOTAL EXPENDITURES</b>	<b>984,328</b>

WESTERN VA EMS COUNCIL  
 UNAUDITED TREASURER'S REPORT  
 AS OF AUGUST 2011

<b>REVENUES</b>	<b>BUDGET</b>	<b>TOTAL</b>	<b>% YTD</b>
STATE GOVERNMENT (OEMS CONTRACT)	416,190		0.00%
LOCAL GOVERNMENT	104,500	3,278	3.14%
UNITED WAYS	2,000	637	31.87%
CONTRIBUTIONS	2,000		0.00%
SPECIAL GRANTS / HOSPITAL FOUNDATIONS	122,000	21,311	17.47%
DIRECT PROGRAM INCOME (Tuitions, grants, VDH/OEMS)	235,000		0.00%
DIRECT MRC INCOME			
NSPA OFFSET REVENUE (Contract for services)	7,000	1,715	24.50%
RENT INCOME (NSPA)	18,000	3,000	16.67%
INTEREST / INVESTMENT	4,000	247	6.18%
MISCELLANEOUS/SPECIAL FUNDS			
<b>TOTAL REVENUES</b>	<b>910,690</b>	<b>30,188</b>	<b>3.31%</b>
<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>TOTAL</b>	<b>% YTD</b>
SALARIES / WAGES (WVEMS)	342,330	55,943	16.34%
SALARIES / WAGES / BENEFITS (NSPA)	101,000	18,188	18.01%
PAYROLL TAXES (FICA)	33,914	6,034	17.79%
VEC	550		0.00%
403(b) / RETIREMENT	30,810	2,669	8.66%
HOSPITAL / MEDICAL INSURANCE	46,000	11,461	24.91%
LIFE INSURANCE/DISABILITY	10,600	2,112	19.93%
DENTAL INSURANCE	3,400	681	20.04%
PROFESSIONAL SERVICES/FEES	12,000	2,120	17.67%
MEDICAL DIRECTION ASSISTANCE	1,000		0.00%
MAINTENANCE / REPAIRS / SERVICE CONTRACTS	2,500		0.00%
OCCUPANCY (Utilities, repairs, NRV rent etc.)	16,000	3,389	21.18%
POSTAL / SHIPPING	3,500	194	5.55%
TELECOMMUNICATIONS	10,500	1,911	18.20%
SUPPLIES (ADMIN)	6,286	925	14.72%
EQUIPMENT	5,200	190	3.65%
INSURANCE	7,500	1,151	15.34%
DIRECT PROGRAM EXPENSES	220,000		0.00%
DIRECT MRC EXPENSES			
PRINTING / PUBLICATIONS	4,000	1,067	26.67%
TRAVEL / LODGING	7,500	381	5.08%
FUEL/VEHICLE MAINTENANCE	12,000	1,297	10.81%
MEETING SUPPORT	2,000		0.00%
DUES / MEMBERSHIP FEES	1,200	25	2.08%
STAFF DEVELOPMENT	9,000		0.00%
CISM PROGRAM COSTS	2,000		0.00%
COMMUNICATION SITE RENTAL	8,100	1,350	16.67%
COMMUNICATIONS WIRELINES	6,000	1,298	21.64%
COMMUNICATIONS MAINTENANCE	2,000		0.00%
COMMUNICATIONS UTILITIES	800	59	7.39%
COMMUNICATIONS INSURANCE	3,000	500	16.67%
COMMUNICATIONS EQUIPMENT			
<b>TOTAL EXPENDITURES</b>	<b>910,690</b>	<b>112,945</b>	<b>12.40%</b>

REVENUE (PROGRAM ACCOUNTS)	TOTAL
OEMS FUNDS - INTERMEDIATE (4055-01)	245
OEMS FUNDS - ENHANCED (4055-02)	1,326
OEMS FUNDS - ADJUNCT (4055-03)	
OEMS FUNDS - CARDIAC (4055-04)	
OEMS FUNDS - CT TRANSITION (4055-05) (A/R OEMS)	
OEMS FUNDS - SHOCK TRANSITION (4055-06) (A/R OEMS)	
OEMS FUNDS - ALS CE (4055-07) (A/R OEMS)	
PROGRAM SERVICE FEES (4060)	
PROTOCOL, ETC. SALES (4070, 4070-01)	58
TEXTBOOK SALES (4090)	
CONSOLIDATED TESTING (4120)	6,605
DRUG BOX ENTRANCE FEES (4130)	380
GRANTS & SPECIAL PROJECTS (4150)	4,156
SALES - CONSUMER GOODS (4240)	
WEB DATABASE (4260)	
PROCESSING FEES (4270)	
PROGRAM TUITION - INTERMEDIATE (4310-01)	
PROGRAM TUITION - ENHANCED (4310-02)	
PROGRAM TUITION - ADJUNCT (4310-03)	
PROGRAM TUITION - CARDIC (4310-04)	
PROGRAM TUITION - OTHER (4310-05)	
ID CARD SALES (4320)	15
TUITION CREDIT REIMBURSEMENT (4335)	
OMD PROJECT (4345)	
COMMUNITY COLLEGE COURSE REVENUE (4370)	3,585
TRAVEL/TOWING CONTRACT REVENUE (4390)	
<b>TOTALS</b>	<b>16,369</b>

EXPENSES (PROGRAM ACCOUNTS)	TOTAL
CONTRACTS FOR SERVICES (5105-01, 5106-01) (INTERMEDIATE)	
CONTRACTS FOR SERVICES (5105-02, 5106-02) (ENHANCED)	4,125
CONTRACTS FOR SERVICES (5105-03, 5106-03) (ADJUNCT)	
CONTRACTS FOR SERVICES (5105-04, 5106-04) (CARDIAC)	
CONTRACTS FOR SERVICES (5105-05, 5106-05) (SPEC. PROJ.)	
CONTRACTS FOR SERVICES (5105-06, 5106-06) (ALS TEST)	150
CONTRACTS FOR SERVICES (5105-07, 5106-07) (CTS)	1,556
CONTRACTS FOR SERVICES (5105-08, 5106-08) (CE WEEKENDS)	
CONTRACTS FOR SERVICES (5105-09) (DRUG TESTING)	
PAYROLL TAXES (FICA) (5030)	446
VEC (5040)	
SUPPLIES (5160-02) (Programs)	
SUPPLIES (5160-03) (CTS)	487
SUPPLIES (5160-05) (ALS TESTING)	
SUPPLIES (5160-06) (EDUCATION)	
TEXTBOOKS (5170-02) (ALS)	
TEXTBOOKS (5170-03) (BLS)	
EQUIPMENT (5180-03) (BLS)	
EQUIPMENT (5180-04) (BLS TESTING)	
EQUIPMENT (5180-05) (ALS TESTING)	
EQUIPMENT (5180-06) (EDUCATION)	
INSURANCE (5200-02)	550
GRANTS & SPECIAL PROJECTS (5510)	4,842
DRUG BOX EXCHANGE (5520)	
CREDIT CARD DISCOUNT (5540) minus 4160	481
MERCHANDISE FOR RESALE (5560)	
ID CARD PROGRAM (5640)	
RETENTION PROJECT (5660)	
COMMUNITY COLLEGE FEES (5690)	3,585
TUITION REIMBURSEMENT - ENHANCED (5695-01)	
TUITION REIMBURSEMENT - INTERMEDIATE (5695-02)	
TRAVEL/TOWING CONTRACT EXPENSE (5720)	
OMD PROJECT (5750)	
SWVEMS CONTRACT (5760)	
<b>TOTALS</b>	<b>16,221</b>

<b>REVENUE (MRC ACCOUNTS)</b>		<b>TOTAL</b>
PROGRAM MANAGEMENT - MRC	4295-10, 4295-11	8,000
COST REIMBURSEMENT - MRC	4296-10, 4296-11	
<b>TOTALS</b>		8,000
<b>EXPENSES (MRC ACCOUNTS)</b>		<b>TOTAL</b>
SALARIES AND WAGES - MRC	5010-10, 5010-11	5,423
FICA EXPENSE - MRC	5030-10, 5030-11	415
HOSPITAL MEDICAL - MRC	5060-10, 5060-11	802
DENTAL INSURANCE - MRC	5090-10, 5090-11	88
POSTAGE - MRC	5140-10, 5140-11	33
TELECOMMUNICATIONS - MRC	5150-10, 5150-11	213
SUPPLIES - MRC	5160-10, 5160-11	
PROMOTIONAL - MRC	5165-99	
TRAINING SUPPLIES - MRC	5170-10, 5170-11	6
EQUIP-MRC	5180-10, 5180-11	
TRAVEL/LODGING - MRC	5230-10, 5230-11	79
DUES & MEMBERSHIPS - MRC	5260-10, 5260-11	6
<b>TOTALS</b>		7,064

## WESTERN VIRGINIA EMS COUNCIL, INC.

Balance Sheet  
August 31, 2011

## ASSETS

Current Assets		
PETTY CASH	\$	69.59
FSA CASH		1,532.25
MUTUAL ENDOWMENT ACCOUNT		5,713.95
SUNTRUST CHECKING		107,995.36
SUNTRUST PAYROLL		22,314.45
VALLEY BANK MONEY MARKET		189,093.33
ACCOUNTS RECEIVABLE		10,905.05
		<hr/>
Total Current Assets		337,623.98
Property and Equipment		
		<hr/>
Total Property and Equipment		0.00
Other Assets		
COMMUNICATIONS EQUIPMENT		151,377.13
MISCELLANEOUS EQUIPMENT		191,509.50
OFFICE EQUIPMENT		50,881.41
BUILDING		175,223.00
LAND		201,600.00
BLDG. IMPROVEMENTS		64,232.94
GENERATOR BUILDING & EQUIPME		11,402.25
ACCUMULATED DEPRECIATION		(396,361.72)
		<hr/>
Total Other Assets		449,864.51
Total Assets	\$	<u><u>787,488.49</u></u>

## LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$	(77.17)
CLEARING ACCT (UNCASHED CHEC		290.00
ACCRUED SALARIES		26,153.16
SALES TAX PAYABLE		2.67
FLEX SPENDING ACCOUNT		92.02
		<hr/>
Total Current Liabilities		26,460.68
Long-Term Liabilities		
		<hr/>
Total Long-Term Liabilities		0.00
Total Liabilities		<hr/> 26,460.68
Capital		
FUND BAL. UNRESTRICTED		650,161.00
FUND BAL. UNRESTRICTED DES.		50,978.00
RETAINED EARNINGS		109,134.35
FUND BALANCE TEMP. RESTR.		81,433.00
Net Income		(130,678.54)
		<hr/>
Total Capital		<hr/> 761,027.81
Total Liabilities & Capital	\$	<u><u>787,488.49</u></u>

Unaudited - For Management Purposes Only

WESTERN VA EMS COUNCIL  
UNAUDITED TREASURER'S REPORT  
AS OF AUGUST 2011

<b>REVENUES</b>	<b>BUDGET</b>	<b>TOTAL</b>	<b>% YTD</b>
STATE GOVERNMENT (OEMS CONTRACT)	416,190		0.00%
LOCAL GOVERNMENT	104,500	3,278	3.14%
UNITED WAYS	2,000	637	31.87%
CONTRIBUTIONS	2,000		0.00%
SPECIAL GRANTS / HOSPITAL FOUNDATIONS	122,000	21,311	17.47%
DIRECT PROGRAM INCOME (Tuitions, grants, VDH/OEMS)	235,000		0.00%
DIRECT MRC INCOME			
NSPA OFFSET REVENUE (Contract for services)	7,000	1,715	24.50%
RENT INCOME (NSPA)	18,000	3,000	16.67%
INTEREST / INVESTMENT	4,000	247	6.18%
MISCELLANEOUS/SPECIAL FUNDS			
<b>TOTAL REVENUES</b>	<b>910,690</b>	<b>30,188</b>	<b>3.31%</b>
<b>EXPENDITURES</b>	<b>BUDGET</b>	<b>TOTAL</b>	<b>% YTD</b>
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DENTAL INSURANCE	3,400	681	20.04%
PROFESSIONAL SERVICES/FEES	12,000	2,120	17.67%
MEDICAL DIRECTION ASSISTANCE	1,000		0.00%
MAINTENANCE / REPAIRS / SERVICE CONTRACTS	2,500		0.00%
OCCUPANCY (Utilities, repairs, NRV rent etc.)	16,000	3,389	21.18%
POSTAL / SHIPPING	3,500	194	5.55%
TELECOMMUNICATIONS	10,500	1,911	18.20%
SUPPLIES (ADMIN)	6,286	925	14.72%
EQUIPMENT	5,200	190	3.65%
INSURANCE	7,500	1,151	15.34%
DIRECT PROGRAM EXPENSES	220,000		0.00%
DIRECT MRC EXPENSES			
PRINTING / PUBLICATIONS	4,000	1,067	26.67%
TRAVEL / LODGING	7,500	381	5.08%
FUEL/VEHICLE MAINTENANCE	12,000	1,297	10.81%
MEETING SUPPORT	2,000		0.00%
DUES / MEMBERSHIP FEES	1,200	25	2.08%
STAFF DEVELOPMENT	9,000		0.00%
CISM PROGRAM COSTS	2,000		0.00%
COMMUNICATION SITE RENTAL	8,100	1,350	16.67%
COMMUNICATIONS WIRELINES	6,000	1,298	21.64%
COMMUNICATIONS MAINTENANCE	2,000		0.00%
COMMUNICATIONS UTILITIES	800	59	7.39%
COMMUNICATIONS INSURANCE	3,000	500	16.67%
COMMUNICATIONS EQUIPMENT			
<b>TOTAL EXPENDITURES</b>	<b>910,690</b>	<b>112,945</b>	<b>12.40%</b>

REVENUE (PROGRAM ACCOUNTS)	TOTAL
OEMS FUNDS - INTERMEDIATE (4055-01)	245
OEMS FUNDS - ENHANCED (4055-02)	1,326
OEMS FUNDS - ADJUNCT (4055-03)	
OEMS FUNDS - CARDIAC (4055-04)	
OEMS FUNDS - CT TRANSITION (4055-05) (A/R OEMS)	
OEMS FUNDS - SHOCK TRANSITION (4055-06) (A/R OEMS)	
OEMS FUNDS - ALS CE (4055-07) (A/R OEMS)	
PROGRAM SERVICE FEES (4060)	
PROTOCOL, ETC. SALES (4070, 4070-01)	58
TEXTBOOK SALES (4090)	
CONSOLIDATED TESTING (4120)	6,605
DRUG BOX ENTRANCE FEES (4130)	380
GRANTS & SPECIAL PROJECTS (4150)	4,156
SALES - CONSUMER GOODS (4240)	
WEB DATABASE (4260)	
PROCESSING FEES (4270)	
PROGRAM TUITION - INTERMEDIATE (4310-01)	
PROGRAM TUITION - ENHANCED (4310-02)	
PROGRAM TUITION - ADJUNCT (4310-03)	
PROGRAM TUITION - CARDIC (4310-04)	
PROGRAM TUITION - OTHER (4310-05)	
ID CARD SALES (4320)	15
TUITION CREDIT REIMBURSEMENT (4335)	
OMD PROJECT (4345)	
COMMUNITY COLLEGE COURSE REVENUE (4370)	3,585
TRAVEL/TOWING CONTRACT REVENUE (4390)	
<b>TOTALS</b>	<b>16,369</b>

EXPENSES (PROGRAM ACCOUNTS)	TOTAL
CONTRACTS FOR SERVICES (5105-01, 5106-01) (INTERMEDIATE)	
CONTRACTS FOR SERVICES (5105-02, 5106-02) (ENHANCED)	4,125
CONTRACTS FOR SERVICES (5105-03, 5106-03) (ADJUNCT)	
CONTRACTS FOR SERVICES (5105-04, 5106-04) (CARDIAC)	
CONTRACTS FOR SERVICES (5105-05, 5106-05) (SPEC. PROJ.)	
CONTRACTS FOR SERVICES (5105-06, 5106-06) (ALS TEST)	150
CONTRACTS FOR SERVICES (5105-07, 5106-07) (CTS)	1,556
CONTRACTS FOR SERVICES (5105-08, 5106-08) (CE WEEKENDS)	
CONTRACTS FOR SERVICES (5105-09) (DRUG TESTING)	
PAYROLL TAXES (FICA) (5030)	446
VEC (5040)	
SUPPLIES (5160-02) (Programs)	
SUPPLIES (5160-03) (CTS)	487
SUPPLIES (5160-05) (ALS TESTING)	
SUPPLIES (5160-06) (EDUCATION)	
TEXTBOOKS (5170-02) (ALS)	
TEXTBOOKS (5170-03) (BLS)	
EQUIPMENT (5180-03) (BLS)	
EQUIPMENT (5180-04) (BLS TESTING)	
EQUIPMENT (5180-05) (ALS TESTING)	
EQUIPMENT (5180-06) (EDUCATION)	
INSURANCE (5200-02)	550
GRANTS & SPECIAL PROJECTS (5510)	4,842
DRUG BOX EXCHANGE (5520)	
CREDIT CARD DISCOUNT (5540) minus 4160	481
MERCHANDISE FOR RESALE (5560)	
ID CARD PROGRAM (5640)	
RETENTION PROJECT (5660)	
COMMUNITY COLLEGE FEES (5690)	3,585
TUITION REIMBURSEMENT - ENHANCED (5695-01)	
TUITION REIMBURSEMENT - INTERMEDIATE (5695-02)	
TRAVEL/TOWING CONTRACT EXPENSE (5720)	
OMD PROJECT (5750)	
SWVEMS CONTRACT (5760)	
<b>TOTALS</b>	<b>16,221</b>

<b>REVENUE (MRC ACCOUNTS)</b>		<b>TOTAL</b>
PROGRAM MANAGEMENT - MRC	4295-10, 4295-11	8,000
COST REIMBURSEMENT - MRC	4296-10, 4296-11	
<b>TOTALS</b>		8,000
<b>EXPENSES (MRC ACCOUNTS)</b>		<b>TOTAL</b>
SALARIES AND WAGES - MRC	5010-10, 5010-11	5,423
FICA EXPENSE - MRC	5030-10, 5030-11	415
HOSPITAL MEDICAL - MRC	5060-10, 5060-11	802
DENTAL INSURANCE - MRC	5090-10, 5090-11	88
POSTAGE - MRC	5140-10, 5140-11	33
TELECOMMUNICATIONS - MRC	5150-10, 5150-11	213
SUPPLIES - MRC	5160-10, 5160-11	
PROMOTIONAL - MRC	5165-99	
TRAINING SUPPLIES - MRC	5170-10, 5170-11	6
EQUIP-MRC	5180-10, 5180-11	
TRAVEL/LODGING - MRC	5230-10, 5230-11	79
DUES & MEMBERSHIPS - MRC	5260-10, 5260-11	6
<b>TOTALS</b>		7,064

*Western Virginia EMS Council*

*Report from the Governor's EMS Advisory Board*

The most recent meeting was held August 12, 2011 in Glen Allen, Virginia.

I am humbled that the Governor has re-appointed me to represent WVEMS on the EMS Advisory Board. My term will expire on June 30, 2014. With the recent appointments, there are ten new members on the Board. I have also been selected to serve on the nominating committee to make recommendations for filling the positions of chairman, vice-chairperson, and committee chairpersons of the Board.

The Board endorsed the OEMS Division of Education Development's proposal to use National Registry of EMT's certification for all initial EMS certifications levels. Currently, only EMT-I and EMT-Paramedic use National Registry. Once implemented, Emergency Medical Responder (EMR, formerly first responder), Emergency Medical Technician (EMT) and Advanced Emergency Medical Technician (AEMT) will also use National Registry for initial testing. This is likely to be implemented for courses starting after July 1, 2012.

The 2011 Virginia EMS Symposium will be held Nov. 9-13 in Norfolk, VA. The next advisory board meeting will be held in conjunction with the symposium on Wednesday. If you get the opportunity, plan to attend the Governor's Advisory Board meeting at 1:00 p.m.

Thank you for your confidence in me to represent the Council on the Advisory Board. Should you have any questions, comments or concerns, please do not hesitate to contact me.

Respectfully submitted,

Dale Wagoner

## **Committee Assignments for FY 2012**

### **Personnel & Training (Lead Staff - Debbie Akers)**

Stephen Simon, Chair, Roanoke County  
Karen Alldredge, MD, OMD  
Colt Hagmaier, Botetourt County  
Mike Hopson, Danville  
Jane Lindsay, Salem  
Mac Snead, Roanoke (Carilion Clinic Patient Transport)  
Neal Turner, Montgomery County  
Suzie Helbert, Henry County

### **Performance Improvement – General (Lead Staff – Charles Berger)**

*(The organizations and localities to be represented on this committee are dictated by OEMS in our annual contract.)*

Charles Lane, MD, Chair (Franklin Co)  
David Bishop (City of Roanoke) Governmental Fire-EMS Agency  
Bill Duff (Roanoke County) Governmental Fire-EMS Agency  
Jane Lindsay (City of Salem) Volunteer EMS Provider  
Tim Dick (City of Covington) Volunteer EMS Provider  
John Steely (Floyd County) Governmental EMS Agency  
Andy Seabolt (Alleghany County) Volunteer EMS Provider  
Jason Gifford (City of Radford) Career EMS Agency  
Mike Jefferson (City of Danville) Governmental Fire-EMS Agency  
Kris Shrader (City of Martinsville) Governmental Fire-EMS Agency  
Jason Ferguson (Botetourt County) Career EMS Agency  
Scott Davis (Giles County) Volunteer and Career EMS Provider  
Steve Allen (Patrick County) Governmental Emergency Services, Volunteer EMS Provider  
Shawn Hite (Pulaski County) Career EMS Agency  
Jim Cady (Craig County) Governmental Emergency Services, Volunteer EMS Provider  
Tim Duffer (Pittsylvania County), Volunteer EMS Provider, Career EMS Agency  
Matt Tatum (Henry County) Governmental Public Safety, Volunteer EMS Provider  
James Powers, MD (Montgomery County) Hospital representative  
Bobby Baker (City of Salem) Hospital representative, Governmental Fire-EMS Agency

### **Performance Improvement – Trauma (Lead Staff – Charles Berger) (Also serves as Trauma Triage Committee)**

*(The organizations and localities to be represented on this committee are dictated by OEMS in our annual contract.)*

Charles Lane, MD, Chair  
Dallas Taylor, RN, Level 1 TC, Carilion Clinic - CMC  
Emory Altizer, RN, Level 3 TC, Montgomery Regional  
Jane Gilley, Level 3 TC, CNRVMC  
John Dallara, MD, Non-designated Hospital, Danville Regional  
Bobby Baker, Non-designated Hospital, Lewis-Gale  
Susan Smith, Air Medical, Carilion Clinic Transport-Life Guard  
Kris Shrader, Fire-based Agency, Martinsville FD  
Shawn Hite, Career EMS Agency, REMSI (Pulaski County)  
Jane Lindsay, Volunteer EMS Provider  
Dan Freeman, RN, Trauma Outreach Coordinator, Carilion Clinic-CMC, Level 1 TC

**Communications and Transportation (Lead Staff – Rob Logan)**

Jim Cady, Sr., Chair  
Bob Bruch (Botetourt County)  
John Hudson (City of Covington)  
Jeff Echternach (NSPA)  
Andy Seabolt (Alleghany County)  
Chris Akers (Pulaski County)  
Jim Davis (Pittsylvania County)

**Allied Resources (Lead Staff – Rob Logan)**

Morris Reece, Chair  
Membership consists of an administrative-level representative from each hospital within the region. Normally this will be a nurse manager, pharmacist, materials manager, physician, or administrator. Appointed by the hospitals. Additional members are:  
Stephen Simon, PD 5 EMS provider  
Shawn Hite, PD 4 EMS provider  
Dale Wagoner, PD12 EMS provider  
Charles Lane, MD, Regional Medical Director  
Connie Purvis, BREMS  
President may appoint other members in consultation with Chair.

**Long-Range Planning and Finance (Lead Staff – Rob Logan)**

These two committees are called for in the by-laws, but historically the Executive Committee has served in place of these committees as needed. Bylaw revisions in FY 2012 will further address this structure.

**Stroke Triage Planning Committee (Lead Staff – Charles Berger)**

This committee has been designated a work group under the General Performance Committee, adding stroke system representatives from the hospitals within the region.

**Medical Direction (Lead Staff – Debbie Akers and Rob Logan)**

Charles Lane, MD, Regional Medical Director, Chair  
All EMS Physicians (operational and course medical directors) in the region

**Ad Hoc Committees**

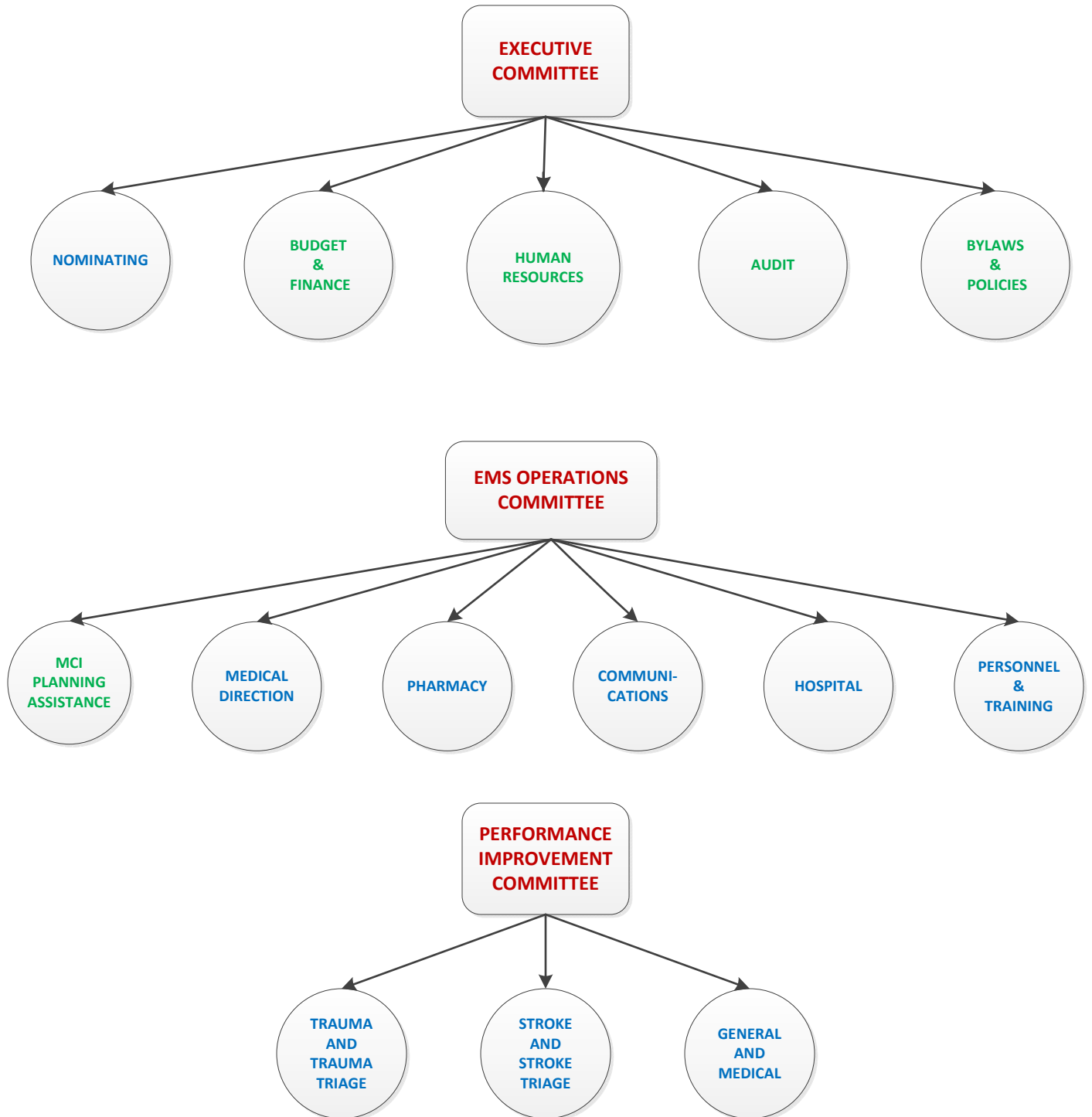
**Pharmacy Committee (Lead Staff – Debbie Akers and Rob Logan)**

Steve Wilson, Memorial Hospital of Martinsville & Henry County, Chair  
Members: Pharmacist from each hospital in the region

**MCI Planning Workgroup (Lead Staff – Mike Garnett)** This workgroup consists of staff and volunteers familiar with MCI planning and exists to offer assistance to localities and Local Emergency Planning Committees in the region, and to participate in the MCI planning process across the region.

# PROPOSED WVEMS COMMITTEE STRUCTURE

September 8, 2011



FUNCTION

WORKGROUP  
or  
SUBCOMMITTEE