

**Thomas Jefferson EMS Council, Inc.
Board of Directors – March 8, 2006**

Members Present (per signature sheet at meeting):

D. Burns	W. Archard	L. Bramble	W. Thompson
M. K. Allen	B. Wood	D. Racette	M. Rogers
B. Meadowcroft	N. Armstrong	S. Braithwaite	

Others:

W. Evatt	D. Conrad	L. Johnson	D. Evatt
E. Snyder	B. Miller	S. Elliott	L. Jenkins

Recognition of Guests and Proxies:

Bob Meadowcroft held proxy for Shelly Wright, Evan Snyder for Audrey Snyder and Steve Elliott for Sabina Braithwaite. Bob Miller of Madison Board of Supervisors was introduced as a guest.

The meeting was called to order at 7:00 pm by President Donna Burns. Quorum was established and the meeting continued in formal session.

Minutes:

Motion to approve by Junior Thompson and seconded by Nadine Armstrong, the minutes were approved as presented.

Treasurer's Report:

Mary Kathryn presented the July 2005 through March 2006 Profit & Loss Budget Overview. We paid \$11,000.00 for the new copier. The maintenance agreement on the copier was almost \$400.00 which was high for the first month due to so many copies being made for upcoming CE meetings. We will be able to save on outside printing costs which should balance out with the cost of the maintenance agreement. We spent slightly higher on mileage reimbursement.

President's Report:

Donna and Mary Kathryn ordered the new crew cab truck for the Task Force yesterday. Donna thanked Mary Kathryn for writing the grant for the truck.

The Task Force will hold a Survival Weekend on April 8th and 9th. Donna would like to see Mary Kathryn write another grant request for a large all weather tent for the Task Force. TJEMS has already purchased a portable toilet, portable shower, and camp stove.

There are 58 Chempac's throughout Virginia and Donna has a PowerPoint presentation for anyone would like to view it. We should all learn how to use the Chempacs. Donna presented a draft of a survey for MCI/Surge Capacity. The survey needs to be filled out when received and returned to the appropriate source.

National Registry will not change any ALS or CPR testing guidelines in accordance with AHA until January 2007.

A Scope of Practice document was discussed at the ALS Coordinators Meeting and there are now going to be 4 levels of certification; First Responder, EMT, Advanced EMT

and Paramedic. Dr. Lindbeck has agreed to look into where we, as Virginia certified technicians, want to go with this. Donna would like to go back to the old Cardiac brought back as a step between the EMT Advanced and Paramedic. Lewis Jenkins and Steve Elliott spoke in favor of the Intermediate level. The accreditation process has probably hurt EMS in Virginia.

Ambulance exhaust fumes have become a big issue and there were problems at MJH this past weekend between the hospital security staff and the EMS providers. Mr. Miller suggested we use bio diesel or maybe a retro fit device. He feels that 20% bio diesel is the best option. Martha Jefferson will put in shore lines to help so that the ambulances may be plugged in to a power source while turned off.

Mary Kathryn left the room while her performance evaluation was discussed. Donna asked for the input from all BOD members. Donna went over the self evaluation that MK had completed and felt that she may have been too harsh on herself. Donna and Junior stated that they are both very impressed with Mary Kathryn's performance this past year and Donna has seen a lot of growth. Lewis Jenkins stated that Mary Kathryn was able to pull off the restocking agreement which was very impressive. Winston Evatt was impressed in that she had written 2 grants for the council and both had been awarded. Linda Johnson stated that she has done a very good job. Cookie Conrad and Donna Evatt had very good things to say concerning the daily working environment in the council office. All feedback from the membership was very favorable. Mary Kathryn rejoined the meeting following the discussion.

Staff Reports:

Executive Director:

Drug Box Exchange: Mary Kathryn presented two restocking agreements, one signed by UVa representation and the other as yet unsigned by a Martha Jefferson representative. UVa has divided all agencies into Tier One and Tier Two. A Tier One agency is one who does not bill for their services. Tier Two agencies will need to contract with UVa on their own. Drugs will be on a one-for-one exchange program.

RSAF Grant: The RSAF grant requests are due on March 15th by 5:00 p.m. at OEMS. Mary Kathryn will take grants to Richmond on the 15th but those must be in the council office by 9:00 a.m. on the 15th. The next OMD meeting will be on March 14th at 9:00 a.m. but the OMD signatures are now optional on grant requests.

Regional Awards Banquet: Our Regional Awards Banquet will be held on May 10th at the Double Tree Hotel in Charlottesville. The BOD meeting will begin at 6:30 p.m. and the banquet at 7:30. The deadline for nominations is March 15th at 5:00 p.m. No nominations have been received in council office as yet. A packet has been posted on the TJEMS website so that nomination forms can be downloaded and printed. Invitations will be sent out with the RSVP cards due back by April 24th.

Mary Kathryn presented last year's contract with OEMS and a Profit & Loss Budget Overview for July 2005 through June 2007. Donna, MK and Linda will be working on the contract and budget in the near future.

Dan Racette asked about the decrease in the mileage reimbursement line item and Mary Kathryn explained that some of Cookie's mileage is billed to the agency where she is doing the classes. Mary Kathryn asked that the BOD consider an increase in mileage reimbursement to bring the council in line with other local and state government agencies. On motion by Nadine Armstrong and seconded by Bob Meadowcroft, and

with a vote of all in favor, it was decided to raise the mileage reimbursement from \$0.23 to \$0.40 per mile for council employees.

Training Specialist:

Linda Johnson presented two draft documents for revisions to Skills Drill Requirements – BLS and Recertification Testing Waiver guidelines. Linda went over the changes to the guidelines. Linda thanked Donna Evatt for the database she developed for tracking BLS Skills Drills attendance and monthly airway practices for testing waivers. Linda explained that if the revisions are approved, the October Skills Drill will no longer be mandatory and will be completed by the training officer or equivalent within each agency and there would still be a CE class in October. On motion by Junior Thompson and seconded by Bill Wood, and with a vote of all in favor, the revisions were approved.

The state wants to make EMT-B courses accredited. Linda has been working with Dayton Haugh on the Accreditation Committee. OEMS is pushing for the accreditation process and the Accreditation Committee is not in favor of the process. The committee feels that the instructor problems need to be addressed first. Linda feels that we don't need to worry about accreditation just yet.

Program Coordinator:

There are 12 students in the Madison class. There will be classes held in Mineral and at Lake Monticello later this year. The BLS Evaluator training will be held in May. EMT-J classes will be held later in March and a Combitube class will be held on March 30th.

Regional OMD:

Donna reported that Dr. Lindbeck has been working hard on the protocol revisions.

New Business:

The Executive Committee at the Governor's Advisory Board has been looking at the JLARC studies and is considering doing a study to make regional councils state offices. BREMS would like to take part in the pilot. Mary Kathryn will bring back information as it becomes available.

Closing:

There being no additional business to be conducted, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,
Donna S. Evatt
Administrative Assistant
TJEMS