

**Thomas Jefferson EMS Council, Inc.  
Board of Directors – May 14, 2003**

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**Members Present (per signature sheet at meeting):**

M. Berg	S. Braithwaite	D. Burns	T. Goodrich
B. Hopkins	L. Johnson	W. Keene	G. Nuckols
A. Snyder	L. Turner	B. Wood	W. Archard

**Others:**

S. McNeer	D. Conrad	A. Smith	M. McAllister
R. Uttaro			

**Recognition of Guests:**

Ann Smith from Lake Monticello, Mike McAllister representing Holly Grove, Ray Uttaro from Nelson County.

Meeting called to order and recognized that there were not enough members present for a quorum.

**Election of New Members:**

Ray Uttaro (Nelson County) and Carl Pumphrey (Albemarle County) are up for election to the TJEMS Board of Directors. This will be postponed until the next session.

**General:**

Meeting minutes were included in the packet. These need to be reviewed before the next meeting so that they can be approved at that time.

**Treasurer's Report:**

The Office of EMS gave us a tentative budget on Monday. The staff was unable to complete a proposed budget until the July meeting.

**President's Report:**

Thanks to all who gave feedback for the Executive Director's evaluation. Sabina will meet with Mike in the near future and if anyone would like any information on the evaluation, she will be happy to provide it.

**Executive Director:**

RSAF update: Submitted electronically and hand delivered a disk and a hard copy of the ranking and grading performed in March. June 5 is the date for the Financial

Assistance Review Committee meeting and then the recommendations will be made by 1200 noon on June 6 and forwarded to the Health Commissioner.

Clinical Site – Mike and Donna spoke with the group from Westminster-Canterbury for a possible geriatric clinical site. It was brought out that nursing homes are the second most regulated industry. They require any student going to their facility for clinical activity must have drug screening. The students will have to foot this cost. Once this is approved, we will receive the last of the FY03 “Enhanced” money from the OEMS.

Included in the packet is the program budget submission forwarded to the OEMS. This budget reflects the projected costs of running the individual programs. The total cost was around \$238,000. Over \$7 million in programs was submitted. There is only \$3.2 million to spend. We were approved for \$120,064. The proposed budget will still include salary increases, but will probably have employee development (\$7500) will be reduced. Another avenue of funding to be looked into is Martha Jefferson Hospital.

Mike would like to rethink how we determine locality funding so that it is more equitable to the localities. Fees would be based on their per capita. This is what other regional councils are using. Suggestions from board members are welcome.

One recommendation was to make sure that there is at least two months worth of salaries in the bank. If some programs need to be cut in order to do this, it still needs to be done.

The Governor’s Advisory Board meeting was held and the return to localities (\$4 for Life funds) of 25% will be increased to 32% (OEMS was going to receive 10%, VAVRS – 2% and the remaining monies was going to OEMS operations).

Another seat has been approved for the GAB and that will be filled by a representative from the Professional Firefighters Association. VML and VACO will keep their seats, and VAVRS will lose one of their two seats. Two additional seats proposed to be added will increase seating on the GAB to twenty-seven.

TJEMS is still discussing joint office space with Albemarle County Fire & Rescue.

### **Training Specialist:**

Plans are underway to form a partnership with the Charlottesville Fire Department, Albemarle County and TJEMS to have a class at CATEC. Spotsylvania County has a similar project. The hope is that it will generate an interest in fire/EMS as a career. It will be open to high school students and if there is an opening, adults can pay for a seat in the class.

### **Communications:**

No Report.

**Operational Medical Director:**

OMD's would like agencies to notify them of personnel changes. CP&E Committee meeting agreed to plans for the ALS skills drill testing of cervical collar sizing, BB Protocol worksheet and pediatric allergy –vs.– anaphylaxis treatment (epinephrine or not). The next meeting for OMD committee is June 10 at 0930 hours.

**Clinical Practice and Educational Committee:**

The committee is trying to come up with clearance process guidelines for agencies to utilize. The next meeting is June 18, at 1900 hours.

**By-Laws Committee:**

Mike has sent out an e-mail about some possible changes and has not received feedback. One possible change is to go to a quarterly Board of Director's meeting.

**Regional OEMS Representative:**

DERA standards were removed from the rules and regulations. The common problems with inspections in regard to the new rules and regulations include pediatric traction splints and contracts with agency OMD's. (TJEMS.org shows a sample contract.) Sabina recommended agencies not request a signed contract with only a few days prior to an inspection. Contracts have an annual renewal.

AED's must be on every licensed emergency vehicle.

Inspections are scheduled at Fluvanna Rescue (5/23) and Lake Monticello Rescue (5/19). Greene Rescue (July)

**Unfinished Business:****New Business:**

Course tracking will give us a clearinghouse for all the courses being taught in this area. When providers are looking for continuing education credit hours, they will be able to call the office and can be directed to the correct course.

Drug boxes are being switched over to a "needless system". Lewis will be sending out information and showing it at ALS meetings.

Drug box exchanges at UVA will be handled differently. From 0700 to 2300, the triage nurse will be responsible, and from 2300 to 0700, Medic 5 personnel will perform this task. Hopefully this will decrease turn-around time.

Meeting adjourned at 2000 hours.