

**Thomas Jefferson EMS Council, Inc.  
Board of Directors — November 13, 2002**

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

M. Berg	T. Goodrich	W. Thompson	B. Crigler
R. Bickley	M. Johnson	L. Turner	G. Lindbeck
D. Burns	T. Joyce	B. Wood	S. Braithwaite
A. Snyder			

**Others:**

G. Stephens	L. Jenkins	C. Pumphrey
J. Patmore	G. Critzer	D. Conrad

**Recognition of Guests:**

Carl Pumphrey is the proxy for John Oprandy, and Gary Critzer is our representative for the Federation of EMS Councils Governor's Advisory Board from Central Shenandoah.

**Election of New Members:**

Larry Turner from Lake Monticello, George Stephens from JCFRA and John Patmore from Shenandoah National Park were elected to the Board with a motion by J. Thompson/G. Lindbeck.

**Officer Elections:**

Vice-President — Junior Thompson — Unopposed and elected by acclamation (L. Turner/G. Lindbeck)

Treasurer — Audrey Snyder — Unopposed and elected by acclamation (G. Lindbeck/L. Turner)

**General:**

The September and October minutes were approved as written motion (G. Lindbeck/J. Thompson).

**Treasurer's Report:**

Financial Statement included in packet and reflects monies received from the OEMS. We are still working with the retirement plan to bring the past retirement money issue to a close. Received a draft letter from Terrell & Wills that will go with the tax return. States that while we conform to generally accepted accounting principles, they were unable to express an opinion on the financial statement FY 02. They will be able to express an opinion if we continue in the manner we have in the past year. The financial statements for FY 02 have been accepted (L. Turner).

**President's Report:**

The former Federation EMS Council was split into four separate councils and has contracted separately with the OEMS. They work independently and are funded separately by OEMS. At the closing out of the Federation at the end of the fiscal year 1998, some issues were left hanging. Even though the Federation was eliminated, the representation on the GAB has not changed reflecting the additional councils. There was a meeting of the executive directors and presidents of the councils which now reflect the area covered by the Federation. Also at the meeting was Kenny Updike (OEMS). The main topic of discussion was representation on the GAB. The goal was to get individual representation on the GAB. This will require a change in the code. If at all possible, they would like to address it administratively instead of having to go to the legislature. This group met again during Symposium to talk about it a little more and came to the conclusion that they would like to have an ad hoc committee of the GAB and have them re-evaluate the composition of the GAB rather than just looking at increasing the size of the GAB by three seats.

Gary recommends that we go with a unified front instead of individual requests.

There was also some discussion of division of funds to the regions and how the Governor is going to reduce the budget in December.

The TJEMS BOD voted to support the position paper regarding equal representation to the state EMS Advisory Board. (Burns/Larry)

#### **Executive Director:**

Mike represents TJEMS on Human Resources and Training, EMS for Children, Vice-Chair — Regional Executive Director's Group, Consolidated Test Site Subcommittee (with Linda Johnson), and the 2003 EMS Symposium Program Committee.

A second vehicle has been donated to TJEMS (Albemarle County). It is a 1997 Crown Victoria from Albemarle County Police Department with both the Task Force logo and the TJEMS logo on it. It will be used for the Task Force should there be a deployment. There is a mandatory meeting on Sunday, December 8, regarding contracts with the task force. As far as Mike knows, the Task Force money has not been reduced. The plan is to give money to the Task Forces and to support purchasing a trailer.

Computers have been purchased and installed at TJEMS. This was done under budget.

The new monies from the OEMS are in the process of being invoiced once the background work is complete. We still need to finish the Regional Asset Mapping in order to invoice \$3500. Equipment is being purchased for the BLS Consolidated Test Site the will result in a maximum of \$1699. After this meeting, we can invoice \$1000 for the Regional EMS Plan. The Regional Training Plan (\$1000) still has some work to complete, and the Regional Training Coordination (\$6000) still needs work.

In an effort to save money, the Commonwealth of Virginia is moving the OEMS back downtown. They will be in the same building they were in before the latest move. They have to be in that January 2004. They will be located in the basement.

#### **Training Specialist:**

There are two EMT courses that will be starting in January — Rockfish and Lake Monticello. The 2003 calendar is complete and being circulated at the BLS CE meetings.

Advanced Designated Officer's Course will be January 11 at a location to be announced.

Requested the state to conduct a Basic CISM training program the last weekend in March and they have tentatively agreed to do so.

Holly Grove would like to have a Basic Designated Officer's Course and are working with Mike. More details to follow.

### **Communications:**

No Report.

### **Operational Medical Director:**

Quality Assurance issues were discussed. Under the ALS skills drills from September, agencies will be notified by the end of November regarding who failed/passed. It will be up to the agencies/OMD to determine the actions that will need to be taken. The agencies of the providers who did not show up for skills drill will be notified and those people **cannot** practice as an ALS AIC until they make up their skills drill.

The Appalachian Search and Rescue group will have a new OMD — Dr. Cuttino — who was approved by the OMD committee once the paperwork is complete. Greene County Rescue Squad is going to be picked up by Dr. Perina, who will replace Dr. Alberts.

There will be an RSI/Advanced airway class will be coming up (December 10) at CARS. It is an open class. Participation in the class does not constitute approval to do RSI, but it is necessary in order to participate in the program. There will be some practical stations that will be limited to Paramedics. Others can attend and get CAT 1 CME for Pharmacology, Airway and Patient Evaluation.

January 18, there will be a skills day for ALS CE at CARS.

External Jugular skills will be extended to other trained ALS providers and an epinephrine nebulizer for croup protocol is being developed.

### **Clinical Practice and Educational Committee:**

The minutes are included in the packet. Donna will be giving a brief, but informative presentation on the upcoming ALS transition from Shock Trauma to Enhanced, Cardiac to Intermediate process that the CP&E Committee reviewed and gave their approval, and she wants to make sure the BOD understands, as well, before the final training plan is approved by this BOD. CP&E minutes were approved.

In terms of a testing scenario, ABC's should be done in order. In other words, person assesses the airway, intervening if there is a problem with the airway, assessing breathing and intervening if there is a problem, then assessing circulation if there is a problem. If providers, during a testing situation, just happen to rest their hand on the neck, while continuing to verbalize that

they are assessing the breathing and giving two breaths, then they should not fail. The points from board members include that if you are doing a head-tilt-chin lift maneuver, your hands should not be on the neck, and if providing a jaw-thrust maneuver, your hands should not be on the neck either.

While everyone is welcome to attend the CP & E Committee, Sabina would like each locality to have one voting member assigned to the committee. This should ensure a designated group of people who can vote and get the business done.

#### **By-Laws Committee:**

No report.

There is a meeting in the Blue Ridge Council on December 11, and they are waiting to see what happens with that group.

#### **Regional OEMS Representative:**

Steve McNeer said the OEMS is concentrating on the new Rules and Regulations that become effective January 1, 2003. There will be a meeting Wednesday, November 20, at the Martha Jefferson Education Center at 1930 hours to discuss these changes and how they will affect this area. Agencies and localities are encouraged to send representatives.

Trevilians and Montebello are due for an inspection before the end of the year.

#### **Unfinished Business:**

No discussion.

#### **New Business:**

Regional EMS Plan — Mike sent as an attachment the proposed Regional EMS Plan and requested comments. Mike has only received comments from one person. There is money tied to this. Our current EMS plan has expired and he looked at the previous plan, using some of those ideas. Mike needs the Board's approval so he can invoice OEMS.

Tom Goodrich is concerned that there is nothing in the plan to facilitate equipment purchases for squads or helping with reporting requirements. There is stuff about staffing for personnel. If there is a problem with data collection, is there any way the Council would say that it is in the Council's best interest for the squad to be able to collect accurate data and call into the state to be in compliance with the state requirements.

These are Agency responsibilities, and the Council is available for consultation as needed.

Proposed meeting dates for 2003 were included in the packet. The new meeting place will be at Monticello Fire Department. It is easily acceptable. These dates were accepted.

It was recommended that we purchase a gift for the Charlottesville Fire Department to thank them for allowing us to use their facilities for the BOD meetings. Mike will take care of this.

The next meeting will be January 8, 2003 at the Monticello Fire Department.

Meeting adjourned.