

**Thomas Jefferson EMS Council, Inc.
Board of Directors – November 12, 2003**

Members Present (per signature sheet at meeting):

W. Archard	M. Berg	D. Bickley	R. Bickley
D. Burns	M. McAllister	D. Evatt	T. Goodrich
L. Hatter	B. Hopkins	L. Johnson	G. Lindbeck
S. Mullinax	G. Nuckols	A. Snyder	G. Stephens
L. Turner	J. Whiting	G. Wood	C. Pumphrey

Others:

S. McNeer	B. Knox	D. Conrad
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Recognition of Guests: Bob Knox is proxy for Sabina Braithwaite; D. Conrad is proxy for Junior Thompson. Jeff Cutruzzula represents administration at University of Virginia Hospital.

Guest Speaker: Jeff recognizes that the drug box exchange program is not working as well as he would have liked. Any suggestions for improvement are welcome. The program of exchanging drug boxes in the ER will discontinue on November 21.

A committee made up of a member from CARS, and a member from Orange County EMS, Ralph Bickley, and Mike Berg will meet to discuss possible changes.

General:

Approval of Previous Meeting Minutes: Meeting minutes for October 2003 were approved as written.

Treasurer's Report:

- Financial Statement approved as presented.
- 2003 Audit – financial records were picked up by Frank Terrell on a timely basis. However, due to shortage of personnel (people on sick leave), the audit and tax return will not be ready for approximately three weeks.
- FY 2005 Budget – Some thoughts on the new year's budget include: level funding from the counties. There will more than likely be a rent increase of approximately 3%, and an increase, possibly, of income attributed to \$4 for Life monies becoming available.
- We also need to address changing the way we calculate invoices for the individual counties. The old plan devised an overall budget for the Council. The money from the state was subtracted from that figure, and the difference was divided between the counties based on the number of providers from each locality. Many providers are affiliated with multiple localities. One concern is that CARS covers Charlottesville City and Albemarle County.
- Salary Scales – Audrey needs someone to assist her in looking at the salary scale issue. She is hoping to present a plan at the beginning of next year. Anyone with ideas should contact her.

President's Report: Not present

Executive Director:

- Meeting with Martha Jefferson Hospital regarding possible office space. No commitments. Albemarle County's office space is still being considered, and our current location on Fontaine, is, of course, a possibility. Our lease is up in August, 2004, and we are just trying to look at all options.

- The hospital diversion plan involving Martha Jefferson and UVa is a work in progress. This is one of the performance requirements of our contract with the Office of EMS. The MJH plan will include, in writing, what type of patients they will not see.
- EMS MCI plan should be complete and ready for presentation at the January 2004 meeting.
- Restocking agreement and medication kit exchange program with Martha Jefferson and UVa will include exactly what will be exchanged at each facility.
- RSAFE meeting will be held December 5. The results of funding will be available January 1.
- Regional Executive Directors and the VAVRS hired a lobbyist to represent our interests.
- Regional Awards Program encourages regional awards ceremonies, and the winners of regional awards will vie for the Governor's Award.
- Audrey Snyder is the representative for the 2004 EMS Symposium. She is soliciting speakers for the 2004 EMS Symposium. Anyone with ideas as to subject matter and/or speaker should contact Audrey. Mike and Audrey will be attending a meeting at the beginning of December. The 2004 EMS Symposium (25th year) will be held in Norfolk from November 10 – November 14.

Training Specialist:

- TJEMS has hired another part-time trainer, Jeannine Wilson, from Greene County, to assist current personnel. She was here to help out with skills drill and was received well by the providers.
- CATEC is running well with fourteen students in the class.

Communications: No Report.

Operational Medical Director:

- Central Line Access was addressed during the meeting. They should not be accessed unless there is a life threatening emergency.
- Also discussed was the issue of a physician showing up on scene with a crew. If physician adequately identifies him/herself to the crew, and is willing to take responsibility for patient care all the way to the hospital, they should be given access to the drug box.
- Regional protocols are being reviewed. Concerns and comments should be sent to Mike.
- With 12-lead capability, there is more to offer a patient in terms of STEMI alerts and getting them to a cath lab quickly based on assessment with a 12-lead. This is a work in progress.

Clinical Practice and Educational Committee:

This committee meets next Wednesday evening with a couple of jurisdictions that do not have representatives on the committee. Discussions will include regional training plan, generic AIC clearance process for BLS providers, and determining their mission in the years to come.

Regional OEMS Representative:

The state office is moving. Steve McNeer distributed a flyer showing the new mailing address and directions to the new location. The telephone number and fax number are incorrect on the flyer. The correct number, at this time, is 1-804-864-7xxx. If you call the old number, it will give you the correct number to call. The 800 number is correct. Parking is going to be difficult.

Any provider with a certification expiration date of November and December 2003 will receive an automatic January 2004 expiration date. This does not include anyone in re-entry.

It is recommended that all providers print a copy of the CE Report before computers are shut down for the move. That way, if there are computer glitches, they have an accurate backup.

Unfinished Business:

New Business:

Meeting dates for 2004 were discussed. The November 10, 2004 date was rescheduled for November 17, 2004.

The elections were held by written ballot. Donna Burns was nominated from the floor as a write-in candidate for the position of President. Bob Knox discussed his concerns about a conflict of interest between TJEMS and UVA putting Donna in a difficult position. There were no other write-in nominations, so the election for president was between Sabina Braithwaite and Donna Burns, and Garland Nuckols was the nominee for Secretary.

Donna Burns was elected for the position of president and Garland Nuckols for the position of secretary.

Meeting adjourned.