

**Thomas Jefferson EMS Council Minutes
July 14, 2004**

Call to Order by Donna Burns President at 1902.

Recognition of proxies and guests by Donna Burns:

Thomas Goodrich for Mary Wolfe

Trip Cowles (?SP) for Dan of Albemarle County

Mark Ross for Trevilians

Present by sign in sheet:

D. Bickley, S. Braithwaite, D. Burns, W. Crigler, D. Evatt, B Hopkins, L. Johnson, B. Meadowcroft, G. Nuckols, A. Snyder, G. Stephens, W. Thompson, T. Goodrich, B. Wood, W. Evatt, D. Rea, and K. Staymates.

W. Archard, D. Eggleston, S. Just, B. Keene, and M. Wolfe excused.

Approval of Previous Meeting Minutes for May 2004. Minutes were not mailed in advance due to computer problem. They were reviewed at the meeting by members. Minutes were approved as recorded.

President's Report By Donna Burns: When Mike left he asked to purchase a portable radio that was purchased off e-bay several years ago for around \$100. Donna gave it to him instead of a plaque after giving Mike the choice.

Office space outside of our current location was evaluated. A lease was signed for three more years at Fontaine Avenue.

The Medical Directors desire to pilot a release program for enhanced students. It requires scene management and patient assessment points only with a letter by the preceptor that the provider is ready to solo. Competencies are already completed during the training program. This is a pilot release with the first 12 people who came out of program.

EMS Agenda for the future blueprint is published. Part of it is to professionalize EMS as part of a career. In the mid 90's they came up with First Responder, Basic, Intermediate, and Paramedic. After the blue print, it was taken to physicians to develop core content. After this, the scope of practice was evaluated by administrators and state directors to define what skills and medications can be done by each level with FR, EMT, Paramedic and Advanced Paramedic being those defined. The Department of Transportation is accepting comments until January. Tomorrow is the state medical directors' meeting. Donna printed off the blue print for Dr. Lindbeck to take to the meeting to discuss. Feedback needs to be given by everyone. This does not mean that Virginia cannot do what it wants to do separately.

The accreditation visit happened in June for Intermediate program.

Financial statement and FY 2005 Budget presented jointly by Donna, Linda and Audrey:

See 2003-2004 profit and loss statement. We still have outstanding bills that are part of the 2004 budget. EMS promised \$195,000 to this year's budget. Profit and loss budget overview for July 2004 through June 2005 reviewed.

If we work with Western Virginia, Blue Ridge, and Central Shenandoah EMS councils to develop a regional drug box and we can receive \$15,000. We have limited control. Local pharmacies have control over it.

Anyone teaching ALS category 1 classes can apply for ALS funds.

Localities contribute \$91,285. The total income budgeted is \$327,165.00.

We should receive what you invoice for. Money is administered by TJEMS. We feel we can get all but the \$15,000 earmarked for regional drug boxes.

Almost \$60,000 is "pass through" funds.

We budgeted higher on some items due to increases for bills last year. The end shows a profit of \$83.56 net income. We did want to put away some money away for catastrophic events. We would like to have 2 months salary available in the checking account. The contract has been signed and returned to OEMS. The signed contract has not been received so we cannot invoice for the \$195,000 yet.

When Mike left we had to pay out comp and vacation time. We have calculated we would need \$19,000 to cover leave time if everyone in the office quit at the same time based upon current accrual.

We are saving by not paying Linda's salary. Linda is being paid the executive director's salary as she is doing the job.

\$30,000 from the OEMS monies is for field coordinator. Mike had negotiated a paired ALS/BLS clinical instructor with UVA. Now UVA says it can be only a UVA employee. UVA has sent a contract to be signed for clinical site agreement. Dr. Braithwaite suggested that a person take the mannequins on the road and practice airway management, etc. George Stephens suggested working on BLS agencies that stabilize prior to ALS arrival such as first responder programs. Many agencies in Albemarle county contract for their continuing education. Many areas cannot pay to bring in education and ship their people out of their first due area. The field coordinator could provide Category 1 hours for some of these agencies. Audrey Snyder suggested the position support the EMT-J program. The contract from EMS is loose as to what the person can do. We would need to develop the job description. There are 40 fire departments or rescue squads in our area. One person would not be able to go to all the sites. An agency would need to have a set percent attend for that agency to continue as a site.

Motion to accept budget as presented made by Junior, second by Garland Nuckols. Motion carried.

Executive Director Linda Johnson, Acting Director

Part of Northwest regional hospital group. Each locality has a certain number of push packs assigned to it. Dave Cullen is representing us on the committee. UVA will house one. Martha Jefferson is planning to house one. David said we as EMS probably could not maintain one. It requires 50 square feet of space, computer monitoring for temperature. UVA Hospital would still store the EMS one. Many are on tractor trailers and it would take 10-12 hours to get one to an area. It is designed more for nerve agents. Each pack could treat 1,000 people. It has atropine and valium in it. Dr. Braithwaite expressed her concerns that if it was a true nerve gas problem it would be too late to use the push pack. Four are coming to central Shenandoah. EMS packs have individual administration. There are many multi-dose vials but no syringes.

Email address should be corrected now. EMS Awards Ceremony was held on May 25th. Next year will be better. We will place it on the web page once we get the criteria. There will be three opportunities to nominate people throughout the year. Awards ceremony will occur prior to the TJEMS meeting.

Outstanding Prehospital Provider: Marjorie Lamar
Nurse Contributing to EMS: Audrey Snyder
Person Contributing to EMS: Robert Reddish
Physician: Dr. Braithwaite,
EMS Instructor: Donna Burns
EMS Administration: Curtis Sheets
EMS Call: Wintergreen Property Owners Association
EMS Agency: Pegasus
Outstanding Dispatcher: Fluvanna 911 Center

BLS training:

Darlene Rea will attend board meetings and present training report. There are 4 upcoming EMT classes: Scottsville in August, Monticello and Charlottesville in September and Roseland in August.

Donna finished the first enhanced class. PVCC finished a Paramedic class.

Skill drills: We would like to get away from pass/fail criteria. Two medical scenarios will be presented. They will treat the patients, and write a call sheet for one call. Tammy will set up a combitube class, date TBA. We are working on the training calendar for next year. Topics will include Sick cell anemia and an update on diabetes.

Communications: no report

Operation Medical Director: George was called in to cover a sick call. No report.

Clinical Practice: Has not met in the last quarter. The committee is scheduled to meet August 18, 2004 at 7 pm at TJEMS office 2205 Fontaine Ave. This meeting should include discussion about the field coordinator position.

Regional OEMS Representative: Steve McNeer, not present.

Western passed inspection last month. He checked KEDS, hair traction, and OB kits. He counts items.

Roseland has inspection in August and Charlottesville in September.

Unfinished business:

Executive Director Search Committee has not met. Led by Dr. Lindbeck.

New business:

Clinical Coordinator already discussed.

From floor Lake Monticello did receive award for 2 AED defibrillator.

Additional unfinished business:

CATEC- contracted with TJEMS who contracted with Barbara Walker to teach to CATEC EMS portion. They will be responsible for taking on the program if she quits. There will be some oversight on Monday's class by Linda. CATEC put up \$12,000 for equipment. CATEC is actively advertising for a permanent instructor. Support is being provided from CFD. They have committed proctors for training days. Over 40 people applied, 22 are accepted. Mostly are male students.

New business:

Garland Nuckols stated a Louisa County Administrator is looking for someone to run an EMT program in their schools. Idea suggested: could you put together a full time position combining Fluvanna and BLS teaching? The school system would have to commit to afternoon classes and purchasing equipment.

Adjournment at 2008.

Respectfully submitted Audrey Snyder