

**Board of Directors  
TJEMS/Teams  
11.13.2024  
1700**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>TJEMS Staff:</b>	<b>Others:</b>
<b>John Lye, President, LMRS</b>	<b>Tony Reid, Rockfish VFD</b>	<b>Peppy Winchel, ED</b>	<b>Dr. Rose Nevill, UVA</b>
<b>Hal Schaffer, Vice President, LRS</b>	<b>Michael Thomas, CFD</b>		<b>Amy Gallagher, Davidson Doyle &amp; Hilton</b>
<b>Pete Davidson, Treasure, CARS</b>	<b>Jim True, FCES</b>		<b>Ali Akbar, GCEMS</b>
	<b>Macon Walz, Roseland Rescue</b>		<b>Greg Woods, OEMS</b>
<b>Mike Riddle, Wintergreen</b>	<b>Melanie Welcher, WARS</b>		<b>Virginia Leavell, CARS</b>
<b>Billy Hamm, LCF&amp;R</b>	<b>Dr Sean Brooks, DRT/SMJH Physicians</b>		
<b>Meade Whitaker, ACFR</b>	<b>Sandy Hurley, UVA</b>		
<b>Lily Bramble, Holly Grove, Proxy</b>	<b>Dustin Dawson, Madison County</b>		
<b>Melissa Meador, GCEMS</b>	<b>Noah Hillstrom, MCEMS</b>		
<b>Dr. George Lindbeck, Regional Medical Director</b>			
<b>Courtney Lambert, SMJH, Proxy</b>			
<b>John Adkins, Nelson County</b>			
<b>Will McLaughlin, Louisa County</b>			

<b>Topic/Subject</b>	<b>Discussion</b>	<b>Recommendations, Action/Follow-up; Responsible Person</b>
<b>I. Welcome and Introductions</b>	John Lye opened the meeting 17:00 Proxy's: Meade Whitaker for Courtney Lambert, Hal Schaffer for Lily Bramble Guests: Dr. Rose Neville, Amy Gallagher, Greg Woods, Ali Akbar, Virginia Leavell	
<b>II. Review and Approval of prior DATE meeting minutes and Announcements</b>	Minutes were approved and passed. John Lye will not be running for reelection as President. Hal Schaffer will be chairing the nomination committee if anyone has a nomination please contact Hal.	

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<p><b>III. Audit Presentation</b></p> <p><b>Amy Gallagher</b></p>	<p><b>Unmodified Opinion:</b>  No significant deficiencies or material weaknesses were found.  Positive feedback on staff responsiveness, particularly Dara's efficiency.</p> <p><b>Financial Strength:</b>  Cash Increase: \$100,000 over the prior year, with end-of-period cash at \$385,000.  Receivables: Significant resolution of funding issues, with only \$59,000 outstanding from VDH.  Net Assets Without Donor Restrictions: Improved to nearly \$400,000 due to higher collections and controlled expenses.</p> <p><b>Revenue and Expenses:</b>  Revenue: \$314,000, with stable state support and increased interest income.  Expenses: \$275,000, consistent with prior year.  Net Increase: \$39,000 in assets.</p> <p><b>Cash Flow:</b>  Operational cash flow of \$120,000, signaling excellent fiscal health.</p> <p><b>Lease Accounting Changes:</b>  A new standard led to the inclusion of a long-term lease with Martha Jefferson Hospital as a "right of use asset."</p> <p><b>Audit Procedures:</b>  No irregularities found in payroll, wages, or invoices.  Functional expense and financial management practices were highly commendable.</p> <p>Recommendations</p> <p><b>New Lease Standard:</b>  Evaluate the cost-benefit of short-term leases (under 12 months) to avoid accounting complexities, while considering potential risks.</p> <p><b>Payroll Liabilities (SIMPLE IRA):</b>  Implement stricter controls to ensure timely remittance of employee SIMPLE IRA contributions (within IRS's 7-day window).</p> <p><b>Related Party Transactions:</b>  Board members should confirm the absence of related-party transactions to maintain transparency.</p> <p>Form 990 Review:  Board members should verify their names and review for potential discrepancies or omissions regarding related-party disclosures.</p> <p><b>Governance Improvements:</b>  Incorporate audit recommendations into financial processes and ensure the representation letter is finalized promptly.</p>	

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	<p><b>Conclusion</b>  The organization is in excellent fiscal health, with: Positive cash flow. Consistent revenue streams. Strengthened net assets and effective expense controls.  Addressing minor recommendations, such as payroll timing and lease evaluation, will enhance compliance and operational efficiency. This positions the organization for sustained growth and stability.</p>	
<p><b>IV. Autism Rose Nevill</b></p>	<p>This initiative has significantly advanced how emergency responders interact with individuals on the autism spectrum during crises by fostering community collaboration, enhancing training, and evaluating impact. Key achievements include developing a three-hour de-escalation training that improved responders' knowledge, confidence, and response strategies, with outcomes sustained three months post-training. Partnerships with the autism community informed personalized strategies and sensory considerations, while robust evaluations highlighted the program's effectiveness. Future goals focus on refining training, expanding accessibility through hybrid formats, scaling implementation across Central Virginia, and deepening community integration with family liaison and post-crisis support strategies. Sustainability efforts include recruiting additional instructors, offering CE credits, and leveraging Department of Defense funding to expand and compare training models. Positive impacts are further reinforced by advocacy successes, such as a statewide law mandating autism training for law enforcement by 2027. By customizing approaches for agencies, integrating training into regular CE curricula, and sharing findings with regional EMS councils, this program aims to create a long-term, transformative impact on emergency response practices.</p>	
<p><b>IV. Strategy</b></p>	<p>The Executive Committee is focusing on the future direction of TJEMS, particularly in relation to the evolving landscape with OEMs and other key stakeholders. The recent survey sent out by Peppy is a valuable tool in gathering input from agencies, and ensuring everyone participates will be critical in shaping the strategy moving forward. Filling out these surveys will provide important insights to help guide decisions on how to navigate the challenges and opportunities ahead, especially as OEMs and other external factors play a role in the future of TJEMS</p>	
<p><b>V. OEMS Greg Woods</b></p>	<p>He, based in Abingdon, VA, is temporarily filling the role of Deputy Director of Operations following Karen Owens' resignation. With 21 years of experience at the regional EMS level and previous leadership as Chair of the Regional Council Directors group, Greg is well-positioned to manage this transition. OEMS is undergoing significant organizational changes, including filling key positions such as the Regulation and Compliance Program Representative, the OEMS Director (expected after the new year), and the Deputy Director position vacated by Karen Owens. Deputy Director Scott Winston has also announced his retirement effective February 3rd, adding to the leadership shifts.</p> <p>Acting Director Rachel Stradling is collaborating with regional directors to lead discussions about the future of EMS in Virginia, ensuring an inclusive process with multiple stakeholders. He is managing the</p>	

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	<p>review of deliverables and invoices for regional EMS councils, including the TJEMS invoice. He is also attending the EMS Advisory Board meeting and participating in an orientation on November 14th. Upcoming deadlines include the Governor's EMS Awards submissions on November 15th and the Regional Council Designation materials due December 15th, though an extension is under consideration due to ongoing EMS activities.</p>	
<p><b>VI. Executive Directors Report</b></p>	<p><b>Training: High Simulation Mannequin Training:</b> TJEMS is offering opportunities for new EMT students and inexperienced EMS providers to use the high-simulation mannequin for training scenarios. If any classes or EMT groups are interested in participating, they should contact Dusty to schedule time for the training. This is a great way to introduce new personnel to simulation-based learning.</p> <p><b>EMS Expo 2025:</b> The EMS Expo is scheduled for March 14-15, 2025, at PVCC, hosted by TJEMS and CSEMS. More details will follow at the start of the new year, but be sure to save the date for this key event!</p> <p><b>Training Requests:</b> Dusty is also handling training requests and is actively adding more VILs (Virtual Instructor-Led Training) to the schedule, including those requested by Martha Jefferson and UVA hospitals. Anyone with training needs or requests should reach out to Dusty to explore available options.</p> <p>On the PI side working with Alecia Hamm, there is ongoing interest in EMS research, particularly regarding public access to Narcan. The Blue Ridge Poison Control and TJEMS are discussing a partnership to ensure consistent messaging about Narcan use. This collaboration aims to emphasize the importance of follow-up care after Narcan administration, especially when training is provided to the public.</p> <p>Jamie Mullins is the part-time Mental Health and Wellness Coordinator, currently reaching out mainly in the evenings. Efforts are underway to improve coordination during the day. Ingris Coronado, the Community Engagement coordinator, also has a background in mental health, and together with Jamie, they aim to support your agency's needs. A key focus is helping agencies establish or assess their interest in implementing a peer support program. This program is vital as it serves as the first resource for crews' day-to-day mental health needs. At the regional level, there is also a system program for more significant incidents, but the goal is to have a well-supported peer program in place at the agency level for ongoing support.</p> <p>We are currently in the first phase of a three-phase community engagement initiative. Ingris Coronado, who joined a couple of months ago, has been doing an excellent job uncovering numerous activities and events we can participate in. A calendar has helped highlight the many opportunities available, showing the breadth of our region's involvement. We've also enjoyed the transport between Crozet, Lake Anna, and Fluvanna, which has provided a better sense of the unique character of each community.</p>	

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	<p>Ingris will soon begin reaching out to local EMS agencies as part of the second phase, followed by outreach to clinicians in the third phase. As we move forward, we're exploring the feasibility of integrating telehealth into our Mobile Integrated Health program, focusing on which specialties would be interested and what parameters they would need to establish a viable telehealth option.</p> <p><b>Pharmacy Transition:</b> The FDA has granted a one-year extension for the implementation of the Drug Control Supply Chain Act (DCS CA Act), which impacts the drug box program. Currently, the focus is on the upcoming DEA publication, expected to be released around May, with a 30-day deadline to meet requirements. This has led to the April 15th date being widely referenced as when the drug program will conclude in Virginia.</p> <p>In TJEMS, agencies will take on responsibility for their drug programs, and the work group—comprising medical directors, pharmacists, and others—are developing a transition plan. UVA has agreed to support the program until April 15th, but the goal is for agencies to be self-sufficient before then.</p> <p>Over the next few months, George, the medical directors, and pharmacists will help agencies with logistical challenges, such as delays in obtaining DEA licenses or other supply chain issues. The transition will vary by agency, but the goal is to ensure no agency is left struggling as the program winds down, with a focus on helping each agency achieve independence before the April 15th deadline.</p> <p><b>Website and App Status</b> The website is outdated and needs improvement. The app is nonfunctional and requires updates. Financial uncertainty has delayed major expenditures beyond this fiscal year.</p> <p>Guidance is sought from the board to identify regional needs and areas for support. Board members' perspectives are essential to shape EMS services and ensure alignment with community priorities.</p> <p><b>Fitch Report &amp; Audit</b></p> <p>The Fitch report and a recent audit have highlighted challenges and sparked discussions about evolving the EMS system. Insights from these reports are driving conversations about potential improvements.</p> <p>Personal Perspective &amp; Evidence-Based Focus A commitment to evidence-based practices aims to align system evolution with community needs and provide meaningful contributions to decision-making.</p> <p>Data Utilization &amp; Improvements</p>	

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	<p>Rachel Stradling emphasizes leveraging existing data for decision-making, focusing on consistency and actionable insights.  Alicia is analyzing trends and working with agencies to improve outcomes.  Regional Repository &amp; Documentation Training</p> <p>There are plans to create a regional data repository for better collaboration and accessibility.  Dusty and Alicia are leading training efforts to enhance incident documentation, compliance, and best practices.  <b>ESO Collaboration</b>  ESO has proposed discounted bundled services for councils, aiming to improve data sharing and standardize resources while reducing costs. Agencies are encouraged to evaluate these offerings with cautious optimism before committing. ImageTrend is being considered for similar data collaborations in the long term.  Current efforts focus on optimizing existing systems and identifying cost-saving measures.  Action Items for Agencies</p> <p>Agencies using ESO are advised to consult with councils before renewing contracts to maximize potential savings and align with broader initiatives.</p>	
<p><b>V. Treasures Report</b></p>	<p><b>Audit Report Confirmation:</b> Tonight's audit report confirms the financial stability, reinforcing confidence in our current fiscal health.  <b>Budget Document:</b> The budget document distributed about a month ago provides a detailed breakdown of planned expenditures and reserves usage. Everyone is encouraged to review it for a clearer understanding of our financial strategy.  <b>Reserve Funds Usage:</b> The reserves, or "rainy day fund," may be tapped to address the uncertainties and challenges posed by changes from OEMs and other operational needs.  Even with potential expenditures from the reserves, the financial outlook remains strong.  <b>Sentara Cares Grant:</b> The \$138,000 grant has been instrumental in bringing new capacity, such as Ingris's role in community outreach, and providing resources for Peppy, Dusty, and Ingris to extend efforts into rural areas.  This is a one-year grant, meaning its inclusion in next year's audit will be noted as a one-time item.  Planning for sustainability beyond this year is essential if similar funding cannot be secured.</p>	
<p><b>VI. New Business</b></p>	<p>For new business, we need to nominate a representative for the FARC committee—if you're interested, please let me or Peppy know. Additionally, Hal and Mike Riddle have both received phishing emails that appear to come from me. If you receive an email with a return address other than rjl6n@cstone, do not respond; it's a phishing attempt. These scams are getting more sophisticated, using details from our website to seem legitimate, so please stay vigilant.</p>	

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<b>VII. a. Fluvanna County</b>	<p><b>County/Fluvanna EMS:</b>  <b>Lake Monticello:</b> Jim True is doing an excellent job advancing the pharmacy program in Fluvanna, including at Lake Monticello. As of Monday night, he has successfully prepared all the BLS medications and is now focusing on the ALS medications, bringing the program close to launch. Congratulations to Jim for his hard work in getting the program nearly ready, and the team has remained committed to moving things forward.</p>	
<b>b. Nelson County</b>	<p><b>County Wintergreen</b> Been focused on the drug box program, and happy to report that they will be going live with their program this Friday, ahead of schedule. Starting January 1, we'll implement a 24/72 schedule with our Fire and Rescue, similar to what we did with the Nelson EMS crew on July 1, which has been successful. We're hoping this will also attract recruits from the area. Additionally, our community paramedicine (CP) program has seen a significant rise in interest, with a new part-time person on board to help spread the word in public meetings and other places. The program's popularity is growing, and we plan to seek another grant to continue its expansion and support the increasing demand in Nelson County.</p> <p><b>RVFD</b>  <b>Gladstone</b>  <b>Rosedale</b></p>	
<b>c. Louisa County</b>	<p><b>County:</b> Is currently in the process of getting telecom up and running, having received approval, with final steps pending at the next board meeting. Additionally, we are working on rolling out PulsePoint, with a few back-end tasks still in progress. Overall, things are moving along well.</p> <p><b>Louisa County Fire and EMS:</b> Things are busy in Louisa, with a lot of focus on getting ready for upcoming initiatives. The drug box project has taken up much of their bandwidth, but they are looking forward to a brief break before April. The department is excited about bringing in new hires, including a recent addition from Prince William County, who briefly worked in DC. In December, nine new firefighter medics/EMTs will begin a three-week academy, and the department is deep in the process of preparing the FY26 budget. While there are plenty of things to manage, including hiring and filling vacant spots, they are making progress. They're still seeking a training lieutenant to help manage operations. On a positive note, three EMS supervisors will be starting next Monday, with two promotions from within and one external hire.</p> <p><b>Louisa Rescue Squad</b> Hal let everyone know how important the survey in regards to the future of TJEMS. Encouraged everyone to fill it out if they hadn't.  Lake Anna Rescue Squad</p>	
<b>d. Greene County</b>	<p><b>County/Greene EMS: Melissa:</b> The new public safety radio system is set to go online on December 10th, after a slight delay from the original October date for additional testing. The budget process has also begun, with plans to request four new positions, although the approval for these positions is uncertain. Melissa has</p>	

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	<p>been tasked them with developing options to incorporate fire suppression duties for Green County EMS. So getting busier.</p> <p><b>Ali:</b> The pharmacy update is progressing well, with everything now automated for tracking drugs from ordering to patient delivery, including the equipment. New bags have arrived and are being set up, and a large order of uncontrolled medications has been incorporated into the system. The only pending item is the DEA license. Additionally, several HQ lockers have been ordered for RFID access, and a reverse distributor has been signed up for handling unused or expired drugs. The waste solution is also in place. On the ESO front, a major revamp was completed to address data quality issues, and with the help of the PI team, the system is nearly back to 100%. The quality management process has been revamped as well, and Alicia will be asked to host the documentation.</p>	
<b>e. Albemarle County</b>	<p><b>Albemarle County Fire &amp; Rescue</b> things are progressing smoothly. The drug distribution system is up and running, and while the April deadline extension is helpful, there's confidence in meeting the end of November goal to be self-sufficient. The internal paramedic class is ongoing, and recruitment continues, with 30-34 more people expected to join in January. The hiring process remains a constant, but overall, it's business as usual.</p> <p><b>Western Albemarle Rescue</b></p>	
<b>f. City of Charlottesville</b>	<p><b>Charlottesville/Albemarle Rescue Squad:</b> Nothing ne to report</p> <p><b>Charlottesville Fire</b></p>	
<b>g. Reginal Medical Director</b>	<p>The good news is that the extension until April 15th was granted, but there's a caution not to slow down progress. While new information from the federal government is being released regularly, it can be overwhelming and confusing. Caroline Juran, Executive Director of the Virginia Board of Pharmacy, has better connections with the DEA and indicates that the final rules will likely be similar to the proposed ones, which raised many questions despite some clarity. The Drug Supply Chain Security Act has been a major challenge, especially for tracking medications from manufacture to use, complicating Virginia's drug kit system. There are different solutions being implemented across the state depending on needs and resources, so it's important not to assume that what works for others will work here. Most local agencies are in good shape, but some have faced delays, like the backlog of DEA registrations. The Protecting Patient Access to Emergency Medications (PPAEM) Act, expected in April 2024, may now be delayed until next year.</p>	
<b>VIII. Peppy Final Comments</b>	<p>Before concluding, Peppy wanted to thank everyone here for their continued support. As we approach the next few meetings in January, March, and May, significant decisions will soon be placed on our shoulders, especially as we prepare the fiscal year 26 budget in May. We still don't know the exact direction for FY26, particularly with OEMs potentially getting a new director in January. It's crucial that we stay proactive and connected. He encourages everyone to reach out to directors who aren't on this call today and to make sure your chief fills out the survey John mentioned. Your input is essential to ensure we're meeting the needs of our agencies. If we don't align with those needs, don't see TJEMS continuing to deliver. There have been many rumors about council changes, jurisdiction lines, and funding, but there's a lot of complexity to navigate from the past 18 months. It's time for us to define our path and</p>	

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	make a clear statement to EMS in central Virginia. He welcomes everyone's input to help guide us forward.	
<b>IX. Adjourn</b>	The next meeting will be on January 15 19:00	
	A motion was made by Billy Hamm and seconded by Meade Whitaker to adjourn the meeting. John Lye adjourned the meeting at 1830	