

TIDEWATER EMERGENCY MEDICAL SERVICES COUNCIL, INC.

Board of Directors

MINUTES, March 14, 2019

Directors Present

Stewart W. Martin, MD, President, Virginia Beach
Wayne E. Shank, Treasurer, Virginia Beach
Janice E. McKay, RN, Tidewater ENA
Dennis J. Keane, Special Operations
Michael Brooks, Norfolk
Darren Padilla, Chesapeake
Donna Marchant-Roof, Virginia Beach
Vincent P. Holt, Franklin
Richard A. Craven, MD, Vice Pres., At Large
Jeffrey F. Wise, Norfolk
Thomas E. Schwalenberg, Chesapeake (phone)
W. Travis Kirby, PA-C, EVMS (phone)
Hollye B. Carpenter, Northampton Co.
Lewis H. Siegel, MD, VaCEP
Jeffrey T. Terwilliger, Isle of Wight Co

Directors Absent

Christopher I. Jacobs, JD, Virginia Beach
Edward M. Brazle, Virginia Beach
James B. Spicer, Suffolk
Charles Ray Pruitt, Accomack Co.
John W. McNulty, Chesapeake
Paul S. Kea, Southampton Co.
Genemarie W. McGee, RN, VHHA
Jeffrey J. Meyer, Portsmouth

Others Present

David Long, Executive director and secretary
Wayne Berry, Virginia Office of EMS
Chris Vernovai, Virginia Office of EMS

1. Opening – Dr. Martin called the meeting to order at 6:05 pm. Directors and guests introduced themselves. A **motion** was made, seconded and passed to approve the Board of Directors meeting minutes of 12-13-2018 as distributed.
2. Treasurer's Report – Mr. Shank commented this will be his last board meeting as he steps down as Treasurer. He stated that the Audit and Finance Committee had met on February 26, 2019 and reviewed quarterly financial statements, investments, and FY20 budget preparations. Mr. Shank provided an overview of financial statements and investment accounts and commented TEMS was in good fiscal shape. He recommended that financial advisors make a presentation to the Directors at a future board meeting. Lastly, Mr. Shank stated that the Executive Director had expressed concerns regarding Towne Bank's lack of responsiveness to inquiries and suggested the board consider supporting a change of banking institutions if necessary.
3. Other Committee Reports – none.
4. Consent Agenda – Dr. Martin asked if any director would like to remove any item from the consent agenda for separate discussion and vote. There were no requests, and a **motion** was made, seconded and passed to approve the items on the consent agenda as presented.
 - A. Approve Hampton Roads Mass Casualty Incident Response Guide (previously approved March 2017, no changes)
 - B. Acknowledge Approval of Tidewater Regional Trauma Triage Plan by OMD Committee (previously approved September 2017, no changes)
 - C. Acknowledge Approval of Tidewater Regional Stroke Triage Plan by OMD Committee (previously approved March 2018, no changes)
 - D. Approve the TEMS Regional EMS Awards Program (previously approved March 2018, no changes)
 - E. TEMS Bylaws as amended and distributed 2/20/2019.
5. Other Unfinished and New Business
 - A. Consider FY19 financial request to local governments – At the December 13, 2018 board meeting, a motion was made and approved to draft a request to increase contributions from localities. Mr. Long presented a spreadsheet that proposes an increase from five percent to 10 percent. The increase would be one percent per year over a five year period beginning in FY21 and ending in FY25. A

motion was made and seconded. Following some brief discussion for supporting this proposal, the motion was approved.

- B. Consider establishing a fee schedule for Commercial EMS agencies – Mr. Long proposed setting a fee schedule for commercial ambulance agencies. He stated that while jurisdictions contribute to regional initiatives, commercial agencies have not been tasked with doing the same. TEMS staff has been discussing a “fee per box” strategy taking into account the size of the agency and comparisons with smaller jurisdictions like Northampton and Franklin. Mr. Long also mentioned the Operational Medical Directors discussed at their last quarterly meeting whether commercial agencies were expected to comply with the same standards and processes as the public safety agencies and they group unanimously agreed they should. A **motion** was made and seconded. Additional discussion provided by Wayne Berry regarding potential resistance to such an initiative and recommending to “go slow.” The motion was approved.
 - C. Update EMS contract modification - Mr. Long advised that the TEMS Council had submitted an Office of EMS (OEMS) contract modification to purchase office computers and implement the Handtevy Pediatric Emergency Standards to reduce medication errors in the pediatric population. The contract modification was approved by the OEMS and TEMS will be receiving an additional \$91,867.16. Dr. Martin commented on the support from the Operational Medical Directors for this initiative and the belief of the potential impact it will make improving patient care and outcomes.
 - D. Update on Central Shenandoah EMS Council – Mr. Long reported that during the recent Regional Directors Group meeting and the Governor’s Advisory Board meeting that it was announced that the Central Shenandoah EMS (CSEMS) Council and OEMS had entered into an MOU. The MOU states that the CSEMS Council will remain intact, but staffing will be provided by OEMS. The MOU is for five years, renewed annually with a clause that allows either party to withdraw with appropriate notice. Chris Vernovai provided additional background on what led to the MOU.
6. Governance – Jeff Meyer advised that the Governance committee met on February 19, 2016 and discussed the top three priorities from the TEMS Strategic Plan. The Board of Directors, Medical Operations Committee and TEMS staff completed a survey of all strategic initiatives and the top three were selected by the Governance committee. These initiatives will be assigned to committees for work and reporting on progress at future board meetings.
- A. 1.2 Identifying emerging trends and best practices EMS patient care, and seek region-wide efficiencies, consistency, cost-sharing, and reduce duplication – Education & Training Committee
 - B. 3.1 Promote the concept of regionalized training opportunities, including simulation training and assessment of the need for a regional EMS training academy, leverage the efforts of TCC, other training centers, individual agencies, EVMS, and the council – Medical Operations Committee
 - C. 4.2 Utilize data and nationally-recommended evidence-based EMS treatment guidelines to update protocols and medications in a timely manner – Performance Improvement Committee
 - D. Present slate of directors and officers for term April 1, 2019 – March 31, 2021: A slate of directors, officers and committees was presented. A **motion** was made, seconded and approved to accept the slate of directors. NOTE: There are four vacancies that need to be filled; Virginia Beach (1), Norfolk (2), and Franklin (1). It was recommended that Fire Chief Jeffrey Wise (Ret.) of Norfolk remain on the board until nominations from Norfolk fill the vacated position. A **motion** was made, seconded and approved to accept the Officers of the Board of Directors. And finally, a **motion** was made, seconded and approved to accept the directors for the Executive Committee.
 - E. Dr. Martin recognized retiring Board members: Jeff Wise, Wayne Shank, Richard Craven, Frances Emerson, and Vince Holt. Each was provided a plaque for their years of service to the Board.
7. Announcements – other dates, news and training on www.tidewaterems.org
- Sign up for email Response news www.tidewaterems.org/listserv
8. Adjournment – With no additional business, Dr. Martin adjourned the meeting. The next meeting is scheduled for Thursday June 13, 2019.