



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1463 Johnston-Willis Drive
Richmond, VA 23235-4730
804-560-3300 • FAX: 804-560-0909
www.odemsa.vaems.org

Old Dominion EMS Alliance
Board of Directors

June 17, 2015

7 p.m.

VCU Community Memorial, South Hill

Board Members Present: Allen Yee, M.D.-via phone, Ellen Buchanan, Pier Ferguson, Heidi Hooker, Bryan McRay-via phone, Chip Decker-via phone, Robert Trimmer, Sean Moore, Al Thompson, Helen Compton, Willoughby Hundley, M.D.

Board Members Absent: Brad Owens, David Norman, Rodney Newton, Bill Hogan, Kathi Manis

ODEMSA Staff: Rachel Dillon, Damien Coy, Holly Sturdevant, Adam Alford

Other: Catina Downey-via phone, Allen Bober

Minutes Scribed by: Heidi Hooker **Reviewed by:**

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Meeting Called to Order	The quarterly meeting was called to order at 7:05 P.M. by Board Vice-President Sean Moore following dinner. A quorum was determined. The Agenda was approved. The last meeting Minutes were approved, and the Minutes from the May Special Meeting were approved. Introductions were made. (00:00-06:17)	<p>Motion by: Al Thompson to approve Minutes.</p> <p>Seconded by: Dr. Hundley</p> <p>Vote: Unanimously approved</p> <p>Motion by: Al Thompson to approve the May- Special Meeting Minutes.</p>



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1463 Johnston-Willis Drive
 Richmond, VA 23235-4730
 804-560-3300 • FAX: 804-560-0909
 www.odemsa.vaems.org

		<p>Seconded by: Robert Trimmer Vote: Unanimously approved</p> <p>Motion by: Pier Ferguson to approve the Agenda. Seconded by: Al Thompson Vote: Unanimously approved</p>
<p>President Reports: A. Board President</p> <p>B. PD-13</p> <p>C. PD-14</p> <p>D. PD-15</p> <p>E. PD-19</p>	<p>Bryan began by thanking staff for continuing to move ODEMSA's mission forward. He then thanked the various ODEMSA Committee Members for their committee work. He commented that it's nice to see robust attendance at the meetings. He encouraged Board members to attend committee meetings. He thanked VCU Community Memorial for hosting the meeting. (06:18-08:15)</p> <p>Helen Compton reported students in PD-13 just completed their Intermediate training and all of them passed their practical exam. (08:16-09:21)</p> <p>No report (09:22-09:37)</p> <p>Robert Trimmer reported the Metro-Richmond area is gearing up for several large events including the bike race, Country Fest, and Nascar races. He said Richmond Fire requested, via RSAF Grant, cyanokits to supply the area agencies. They were successful with 100% funding. (09:38-10:49)</p> <p>Pier Ferguson reported they had their meeting the night before. They finalized their Mission Statement and Values. Discussed increasing agency participation. Elected to stagger meeting times from day and night, beginning next year. Ellen Buchanan said many hospitals and agencies are participating in an exercise drill to prepare for the upcoming bike event on the 19th of this month.</p>	



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1463 Johnston-Willis Drive
 Richmond, VA 23235-4730
 804-560-3300 • FAX: 804-560-0909
 www.odemsa.vaems.org

	<p>She said the drill will test many capabilities, including patient tracking. (10:50-13:20)</p>	
<p>Advisory Board Report:</p>	<p>Chip Decker reported members should be aware of EMS Compass. This comes from a group (emscompass.org) who are taking it upon themselves to develop performance standards for EMS agencies. He reported the State is working on the latest Nemses version 3. Also mentioned at the Advisory Board were the ICD-9 codes and an upcoming change in the way Medicare is billed for the services provided by EMS. He warned agencies to be prepared for the change and the kinks that will need to be worked out in the first months of use. Chip was asked if he has heard anything regarding the EMS Advisory position. He had not but expects a decision soon. His term was backdated to the date he should have taken office. So, the state considers his short time in the position, a full term. (13:20-18:16)</p>	
<p>Executive Director Report:</p>	<p>Heidi reported:</p> <p>Adam</p> <ul style="list-style-type: none"> ○ Preparing the Monthly CEU schedules for next year. PD-13 will be added in the monthly rotation, upon request. ○ Finalizing merit badge courses for the upcoming year. ○ Finalizing the EMT 12-lead placement video with the PDC Committee and OMD Committee. ○ Restructuring the PI Committees. ○ Preparing for a NREMT Exam Saturday of this week. <p>Rachel</p> <ul style="list-style-type: none"> ○ Working with Amanda Davis to schedule Grant Writing Workshops before the next grant cycle. ○ Creating a Committee Member Orientation program. ○ Built four medication box trainers. ○ Continuing to do Hospital Pharmacy field visits. ○ Medication box diversions – four recent diversions added in two arrests. <p>Damien</p>	



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1463 Johnston-Willis Drive
 Richmond, VA 23235-4730
 804-560-3300 • FAX: 804-560-0909
 www.odemsa.vaems.org

	<ul style="list-style-type: none"> ○ Scheduling a Regional CISM class. ○ Teaching the I-P bridge class. ○ Assisting with the merit badge education. ○ Reminding agencies and providers of the Regional Award nomination deadline. <p>Holly</p> <ul style="list-style-type: none"> ○ Editing the Regional Protocols per OMD Committee instruction. ○ Planning the EMS Picnic and Award Ceremony. ○ Gathering the award nominations and scheduling the review committee, and will notify winners when appropriate. ○ Recalled all ODEMSA CEU Scanners (36) to be reprogrammed by the state, also renewed the CEU scanner contracts. ○ Coordinated the 12-lead monitor gift via signed letters from each agency that received a monitor. <p>JoAnn</p> <ul style="list-style-type: none"> ○ Scanning all ODEMSA files to create an electronic filing system. ○ Preparing to become a CTS Evaluator ○ Will assist with the upcoming NREMT exam. <p>(18:17-23:08)</p>	
<p>Financial Discussion: A. Financial Statement B. Annual Budget- Action Item C. Audit- Action Item</p>	<p>A motion was made by Pier Ferguson to enter into closed session for the financial discussion, for the purpose of discussing the budget and finances. Seconded by Robert Trimmer. After exiting the closed session a motion was made and seconded to accept the quarterly financial report. The motion passed unanimously. A motion was made and seconded to accept the proposed Annual Budget with changing “four-4-life contributions” to “agency contributions”. The motion passed unanimously. A motion was made to accept the audit proposal by Allen Perkins with his three year same price proposal. The motion was passed unanimously. (23:09-1:04:35)</p>	<p>Motion by: Al Thompson to approve the quarterly financial statement. Seconded by: Pier Ferguson Vote: Unanimously approved</p> <p>Motion by: Ellen Buchanan to approve the Annual Budget</p>



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1463 Johnston-Willis Drive
 Richmond, VA 23235-4730
 804-560-3300 • FAX: 804-560-0909
 www.odemsa.vaems.org

		<p>changing “four-4-life contributions” to “agency contribution” Seconded by: Robert Trimmer Vote: Unanimously approved</p> <p>Motion by: Al Thompson to accept the audit proposal from Allen Perkins with his three year same price agreement Seconded by: Ellen Buchanan Vote: Unanimously approved</p>
<p>Current Business:</p> <p>A. Regional OMD Contract</p> <p>B. ODEMSA Bylaw Proposal– Action Item</p> <p>C. Generic Committee Bylaws</p>	<p>Postponed – (1:04:36-1:04:51)</p> <p>The proposal was submitted by Chip Decker at the last meeting. As required it can be discussed and voted upon during this meeting. Vice-President Moore asked if there was anyone who had concerns regarding the proposal or who wished to have further discussion. There were none. A motion was made and seconded to pass the bylaw proposal as written by Chip Decker at the previous quarterly meeting. The motion passed with unanimously. (1:04:52-1:06:37)</p> <p>Heidi reported the committees have been working on this project. A couple of them have approved their documents. Others have been too busy with</p>	<p>Motion by: Pier Ferguson to approve the proposed Bylaw change submitted by Chip Decker at the previous meeting Seconded by: Ellen Buchanan Vote: Unanimously approved</p>



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1463 Johnston-Willis Drive
 Richmond, VA 23235-4730
 804-560-3300 • FAX: 804-560-0909
 www.odemsa.vaems.org

<p>D. OMD Malpractice Insurance-Update</p>	<p>committee work and contractual obligations to complete the project. Heidi and Rachel expect most committees can have this completed before the next Board meeting. (1:06:38-1:07:33)</p> <p>Heidi reminded the board, at the last meeting, she was asked to poll the other Regional Councils to find out if they pay for OMD malpractice insurance within their councils. Heidi said she was able to find only one council does, Blue Ridge. They are the smallest of the councils with only a few OMD's. They started providing the service many years ago when they began accepting four-4-life contributions as part of an agreement for accepting the funds. No other council provides the service. Heidi also confirmed, the Board does have liability insurance. Dr. Hundley said he has been told insurance carriers will cover OMD's if it's part of their practice. This means the OMD must tell the insurance carrier they are providing OMD services. It is still unclear if Good Samaritan laws will cover OMD's with agencies that bill for service. Dr. Yee asked if Heidi will find out the cost of this insurance and bring that information back to the Board. (1:07:34-1:15:39)</p>	<p>Heidi will find out how much malpractice insurance will cost and bring the information back to the Board.</p>
<p>New Business: A. ODEMSA Diversion Plan – Action Item B. Regional Drug Box/Restocking Policies – Action Item C. ODEMSA Protocols – Action Item</p>	<p>Ellen Buchanan asked why the document refers to consent ages with two different ages. After discussion, the Board wanted to approve the document but have the committees review the age of consent and clarify. A motion was made and seconded to approve the document and was approved with unanimous vote. (1:15:40-1:23:46)</p> <p>Al Thomson made a motion to approve the Regional Drug Box and Restocking Policies with attachment "C" and "D" to be updated with the protocol update. The motion was unanimously approved. (1:23:47-1:28:35)</p> <p>Dr. Yee highlighted changes made to the proposed protocols which includes the addition of the Field Triage Scheme as required by OEMS in the Trauma Section. A motion was made and seconded to approve the protocol changes as submitted. The motion passed with unanimous vote. (1:28:36-1:33:45)</p>	<p>Motion by: Dr. Yee to approve the ODEMSA Diversion Plan as written and to have the committees review age of consent for future document approval Seconded by: Al Thompson Vote: Unanimously approved</p> <p>Motion by: Al Thompson to approve</p>



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1463 Johnston-Willis Drive
 Richmond, VA 23235-4730
 804-560-3300 • FAX: 804-560-0909
 www.odemsa.vaems.org

<p>D. OEMS Vender Complaint</p>	<p>Heidi stated a week prior to this meeting she received a Vender Complaint from the OEMS filed by the Manager of the Division of Trauma/Critical Care of the Office of EMS. The filing was due to an unfulfilled contract obligation. Board Members were provided a copy of the complaint that was sent via email from Tim Perkins. In short, Heidi reported the contract with OEMS states “the Field Triage Scheme shall be included within the trauma section of the Regional Medical Protocols. Heidi reported the language has been in the contract since 2010. Heidi said neither she, our committees nor staff picked up on this requirement. Heidi said ODEMSA had been submitting the Field Triage Schematic with the PI Plans and she did not realize the obligation was to place it within the protocol as well. With that said, Heidi admitted it was clearly written and in the contract for several years. Also, with that said, the Office of EMS did not pick up on this fact that it had not been submitted until a week ago. Heidi stated of the eleven Regional Councils six received the same vender complaint, others were unsure if they would receive one. Heidi said the OMD’s are aware of this and did vote to add it to the protocols which was just approved. Heidi stated ODEMSA is now in compliance since the Board approved the protocols with the scheme added. Heidi will submit the protocol with required proof prior to the deadline date. Several Board Members voiced concern in the manner in which the oversight was brought to our attention. Each saying a phone call to ODEMSA’s Director would have provided the same outcome without the formality of a complaint. (1:33:46-1:40:15)</p>	<p>the Regional Drug Box and Restocking Policies with attachment “C” and “D” updated with the protocol update. Seconded by: Pier Ferguson Vote: Unanimously approved</p> <p>Motion by: Robert Trimmer to approve the Regional Protocols as submitted Seconded by: Pier Ferguson Vote: Unanimously approved</p>
<p>Business From Floor RSAF Grant Requests</p>	<p>Heidi requested permission to apply for a RSAF Grant in the Fall. Requested items include a Regional Grant to support the EMS Expo. The Expo offers free CEU to providers within our region. It has grown every year and with that the expenses have increased. Also a request for an ODEMSA vehicle for staff. This will offer savings as fuel per mile is at .58 a mile. Also, the ODEMSA van cannot carry more than two people. Helen Compton also requested funding for Super CEU Weekends. The Board did allow Heidi permission to apply for an</p>	



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1463 Johnston-Willis Drive
 Richmond, VA 23235-4730
 804-560-3300 • FAX: 804-560-0909
 www.odemsa.vaems.org

<p>EMS Picnic and Awards Ceremony</p>	<p>RSAF Grant. Action will be needed in December if funds are needed to support the grants. (1:40:16-1:54:50) Heidi informed members we are having our awards ceremony and picnic at the Richmond Zoo on July 25th. The Zoo has offered an EMS discount that will allow \$5 admission to the park. She said it would be nice to have Board members present. She asked that members help spread the word of the event. (1:54:51-1:56:34)</p>	<p>Ellen Buchanan will Chair the Personnel Committee</p>
<p>OMD Signature Requirement/Pharmacy Protocols</p>	<p>Al Thompson reminded the Board that pharmacies will need protocols on hand and a letter from the agency/OMD stating the protocols are used and approved by that particular OMD/agency. Heidi said staff can submit something to the pharmacies that will meet the requirements. Deadline for this requirement is July 16th. (1:56:34-2:03:24)</p>	
<p>Personnel Committee</p>	<p>Bryan asked if Ellen still wishes to chair the Personnel Committee. Ellen accepted the Chair position. (2:03:25-2:04:01)</p>	
<p>Next Meeting</p>	<p>September 16, 2015 (PD-19 - location TBA)</p>	
<p>Adjourn</p>	<p>The meeting was adjourned at 9:09pm.</p>	