



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

7818 E. Parham Road, Suite 911
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www.odemsa.vaems.org

Old Dominion EMS Alliance
Board of Directors

September 15, 2021
7 p.m.

Board Members Present: Heidi Hooker, Allen Yee, M.D., Robert Trimmer, Rodney Newton, Pier Ferguson, Greg Neiman, Walt Bailey, Lisa Baber, Kathe Ware, Jimmy Lee Pair, John Vasquez
Board Members Absent: Ray Mason, Willoughby Hundley, M.D., Cary Strosnider
ODEMSA Staff: Tarsha Robinson, Jessica Goodman
Other: Catina Downey, CPA, Tim Perkins
Minutes Scribed by: Heidi Hooker **Reviewed by:** Greg Neiman

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Meeting Called to Order	The quarterly meeting was called to order at 7:00pm by Board President Rodney Newton. The meeting was, one again, held virtually via web-conference due to an increase in Covid-19 cases amongst the vaccinated and unvaccinated. Introductions were made and Rodney welcomed guests. A quorum was determined. The Agenda was approved. The June meeting Minutes were approved. (00:00-15:20)	Motion by: Robert Trimmer to approve Agenda. Seconded by: Lisa Baber Vote: Unanimously approved Motion by: Walt Bailey to approve the June Meeting Minutes. Seconded by: Pier Ferguson Vote: Unanimously approved
President Reports:		



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Advisory Board Report:	<p>Pier Ferguson said the Advisory Board was able to meet in person. She said there was an update on the hybrid EMS Councils. She said there were some committee reports, but added some committees had not met due to Covid. A presentation was given regarding ESO, by two ESO Representatives. She said they discussed the hospital alert feature added to the functions, but also added it is not helpful in the rural areas of the Commonwealth where internet access is still limited. So, her agency is not able to use that function. She said Adam Harrell, OEMS, directed her to Sam Burnette, OEMS, to see if they can address the issue. (22:00-25:19)</p>	
Executive Director Report:	<p>Heidi said staff continue to train with ESO and to provide assistance to agencies regarding the ESO migration. The Field Coordinators are leading the ESO transfer. Heidi said all staff are working on the awards presentation. She said the region has been in Diversion Code Black for 18 days, but in either Stage Red or Black for a little over a month. Heidi said in an effort to assist VCU the ODEMSA staff have begun to manage the Patient Distribution Center. She showed members the room where call takers were working. She said the equipment in the room is borrowed. She said staff began by going to VCU to help, but because of delayed security issues it was moved to the LifeEvac Communications room on the 2nd floor of the office building shared with ODEMSA. Several phone and internet issues made it easier to do the job from the ODEMSA office, so overnight it was moved. Heidi said staff are more comfortable with it being in the ODEMSA Office. Heidi said she has been attending meetings regarding the Afghan Refugees at Fort Lee and Fort Pickett. Heidi said after a short conversation with the lead transport agency (AMR), they have agreed to utilize the PDC and also to call if a Covid or Measles case is suspected. Heidi said staff have sent measles information to the EMS agencies so they are aware of the potential threat. Dr. Yee provided the information for use. Heidi said a Regional Status Update would be occurring the next day. She said next week a hospital and separate EMS meeting will be held to discuss the patient distribution. Heidi said a PDC feedback form has been developed and is</p>	



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	<p>now on the website. Hospital staff and EMS agencies can refer to the form to report issues with the patient distribution. Heidi said ODEMSA will be supporting the EMS Memorial Bike Ride on September 24th at the request of Tim Perkins who is a riding member. Heidi said the Regional EMS Council application is due by the end of September, so she has been working on that project. (25:19-32:31)</p>	
<p>OEMS Report: Tim Perkins</p>	<p>Tim Perkins reminded everyone that the EMS Symposium deadline is October 1st. (32:32-33:34)</p>	
<p>Financial Discussion: A. Quarterly Financial Statement – Action Item</p>	<p>Catina submitted the financial report to members in advance of the meeting. She said she had no outstanding information to report when asked by Rodney. A motion was made to accept the financial statement prepared by Catina Downey and reviewed by Treasurer Cary Strosnider. The report was unanimously approved. (33:35-36:04)</p>	<p>Motion by: Walt Bailey to approve the Quarterly Financial Report. Seconded by: Kathe Ware Vote: Unanimously approved</p>
<p>Current Business: A. Bylaw Proposal</p> <p>B. VHHA - Update</p>	<p>Prior to the pandemic, the Board established a Bylaw workgroup to work on the sub-council and BOD bylaws. Heidi forwarded the workgroups language proposal to members prior to the meeting. The proposal was discussed during the June meeting with the hope of voting on it during this meeting. A motion was made to accept the Bylaw amendment without change from the last meeting. The amendment was unanimously approved and will be added to the ODEMSA Bylaws. (36:05-37:25)</p> <p>Heidi said since the last BOD meeting she and the ODEMSA Personnel Committee have had a few meetings with the VHHA and with the Western VA EMS Council (WVEMS). She said VHHA would like to have all the Councils mimic what the WVEMS does. She said she has received documents from the WVEMS and that she, Steve and Jordan were meeting every Friday to compare documents. To date Heidi said she had reviewed the MOU's and the Personnel Handbooks. She said progress stopped with the Patient Distribution Center, the</p>	<p>Motion by: Allen Yee to accept the proposed Bylaw amendment. Seconded by: Walt Bailey Vote: Unanimously approved</p>



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	<p>Awards Presentation and the Council Designation occurring simultaneously. Dr. Yee asked what WVEMS is doing that ODEMSA is not. Heidi replied documents need housekeeping, for example the ODEMSA Personnel Handbook did not parse out the CVHC. Heidi said we need to add them to our audit. CVHC will pay for the added expense. Lisa added that job descriptions and evaluation tools need to be created. Walt said at one meeting he attended there was a concern CVHC wanted too many part-time employees. Heidi said Steve and Jordan have come down from their original request of 13 to 4 which she believed was reasonable. Dr. Yee mentioned the past hiring practices and asked if Steve was informed it was not acceptable behavior, for example hiring family. Heidi said she had conversation with Steve to let him know it was an issue, but did not go further. Heidi said she will continue to work closely with the Personnel Committee to prepare all the documents. Lisa said it was very beneficial meeting with WVEMS. Heidi said it's also been productive and beneficial working with Matthew Marry and James Moss. Heidi said the VHHA has approached the Southwest EMS Council to enter inter a similar contract. If Southwest decides to accept, they will be the 4th Council to have a relationship with VHHA. Lisa said she would like to have a detailed quarterly report from the CVHC. Rodney asked members to let Heidi know what they would like to see in a report. Heidi said she has been approached by HCA to ask if ODEMSA would entertain permanently staffing the PDC when it is activated. After a lengthy discussion, members asked Heidi to put a proposal together. In the meantime, per a suggestion from Dr. Yee, Heidi and Catina will find \$3k in the budget to support additional help in the PDC. (37:25-1:19:19)</p>	
<p>New Business:</p> <p>A. Employee Qualifications – Action Item</p>	<p>Heidi said she, staff and the Personnel Committee are in the process of updating the Employee Qualifications for ODEMSA and CVHC staff. There were no changes made to the current position descriptions. A motion was made to continue the current Employee Qualifications. The motion passed with unanimous vote. (1:19:20-1:20:33)</p>	<p>Motion by: Allen Yee to approve the Employee Qualifications Seconded by: Greg Neiman Vote: Unanimously approved</p>



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<p>B. RMD Contract – Action Item</p>	<p>Dr. Allen Yee agreed to remain the Regional Medical Director for ODEMSEA. A motion was made to approve the Regional Medical Director Contract with Dr. Yee. The motion passed with all voting “yea” with the exception of Dr. Yee who abstained from voting. (1:20:34-1:21:34)</p>	<p>Motion by: Walt Bailey to approve the Regional Medical Director Contract Seconded by: Lisa Baber Vote: Unanimously approved</p>
<p>C. Regional PI Plan – Action Item D. Regional Trauma Triage Plan – Action Item E. CISM/Peer Support Policies and Procedures – Action Item</p>	<p>The Regional Performance Plan, Regional Trauma Triage Plan and the CISM/Peer Support Policies and Procedures had no changes to them since the BOD last approved them. A motion was made to approve all three items. The motion passed with unanimous vote. (1:21:35-1:22:21)</p>	<p>Motion by: Allen Yee to approve the Regional Performance Improvement Plan Seconded by: Pier Ferguson Vote: Unanimously approved</p>
<p>F. Diversion – Discussion</p>	<p>Item F Diversion was discussed earlier in the meeting. Walt Bailey added that in his sub-council ambulances will rendezvous with private ambulance companies to relay patients when long ER waits are known. This allows the rural medic units to get back to their service areas and ready for the next call while the transport service waits at the hospital with the patient until handoff is accomplished. (1:22:22-1:23:27)</p>	<p>Motion by: Allen Yee to approve the Regional Trauma Triage Plan Seconded by: Pier Ferguson Vote: Unanimously approved</p>
<p>G. Permanent PDC – Discussion</p>	<p>This was discussed earlier under VHHA Update. (1:23:28-1:23:33)</p>	<p>Motion by: Allen Yee to approve the CISM/Peer Support Policies and Procedures</p>
<p>H. Patient Parking - Discussion</p>	<p>Heidi said in discussions with her counterparts “Patient Parking” has been discussed and information has been shared. Heidi said she is in possession of a memo dated 2006 from The Department of Health and Human Services that specifically addresses, “Patient Parking”. Within the memo Health and Human Services says -</p>	<p>Seconded by: Pier Ferguson Vote: Unanimously approved</p>



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	<p><i>Hospitals that deliberately delay moving an individual from an EMS stretcher to an emergency department bed do not thereby delay the point in time at which their EMTALA obligation begins. Furthermore, such a practice of “parking” patients arriving via EMS and refusing to release EMS equipment or personnel, jeopardizes patient health and adversely impacts the ability of the EMS personnel to provide emergency response services to the rest of the community. Hospitals that “park” patients may also find themselves in violation of 42 CFR 482.55, the Hospital Condition of Participation for Emergency Services, which requires that hospitals meet the emergency needs of patients in accordance with acceptable standards of practice. (CMS)</i></p> <p><i>CMS recognizes the enormous strain and crowding many hospital emergency departments face every day. However, this practice is not a solution. “Parking” patients in hospitals and refusing to release EMS equipment or personnel jeopardizes patient health and impacts the ability of the EMS personnel to provide emergency services to the rest of the community.</i></p> <p>Heidi said in recent weeks it has not been uncommon for ambulances within the region to be “parked” in hospitals for 2-3 hours. Heidi asked members to consider the information and asked them for their opinion on what the BOD wanted her to do with it. After discussion, it was decided it is not the right time to bring this information forward. Members want ODEMSA to continue working with hospitals to help them understand our burden without the threat of EMTALA violations. Members were hopeful the worst of the current situation will be over within a few weeks. (1:23:34-1:51:56)</p>	
Business from Floor	There was no business from the floor. (1:51:57-1:53:01)	
Next Meeting	December 8, 2021 (Location – TBD)	
Adjourn	The meeting was adjourned at 8:53pm	