



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

7818 E. Parham Road, Suite 911
Richmond, VA 23294
804-560-3300 • FAX: 804-560-0909
www.odemsa.vaems.org

Old Dominion EMS Alliance
Board of Directors

March 15, 2023
7 p.m.

Board Members Present: Heidi Hooker, Rodney Newton, Allen Yee, M.D., Robert Trimmer, Lisa Baber, Kathe Ware, Pier Ferguson, Greg Neiman, Cary Strosnider, John Fallen,

Board Members Absent: Ashley Andrews, Jean Dellinger, John Fallen, John Vasquez, Walt Bailey, Willoughby Hundley, M.D., Jimmy Lee Pair,

ODEMSA Staff:

Other: Catina Downey, CPA, Chris Vernovai, Elaine Ragland, CPA

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 format was virtual. Introductions were made and Rodney welcomed guests. A quorum was determined. The Agenda was approved after moving item 6b- Annual Financial Report to item 2, which allowed Elaine Ragland to give her report earlier in the meeting. The December meeting Minutes were approved. (00:00-01:21)	<p>Motion by: Greg Neiman to approve Agenda. Seconded by: Pier Ferguson Vote: Unanimously approved</p> <p>Motion by: Greg Neiman to approve the December Meeting Minutes. Seconded by: Pier Ferguson Vote: Unanimously approved</p>



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<p>Annual Financial Report- Action Item</p>	<p>Members were provided copies of the Annual Financial Report provided by Elaine Ragland, CPA of Stephen M. Ragland, Ltd. Elaine gave members a verbal report and offered to answer any questions. During the report Elaine recommended improving record keeping of assets between the asset coordinator (Ryan) and Catina. She also recommended the CVHC contract be reviewed to assure ODEMSA is being properly compensated for the time spent reconciling their activity. Elaine acknowledged she was aware of changes made to the FY23 contract between ODEMSA and CVHC, which were not reflected in her report. So, she was not able to note if the FY23 changes were effective. Elaine said management was cooperative and provided all information requested. She recommended, to speed up the process for next year that some front end financials can be prepared in advance. Elaine said the 990 tax return had been prepared, and was ready to be sent after Board approval. Cary Strosnider added that he did meet with Elaine, Catina and Heidi for a detailed review, and that he had no concerns regarding the report or findings. Elaine thanked members for the opportunity to provide her accounting services. Rodney asked Heidi if the capital equipment discrepancies had already been addressed, per Elaine’s recommendation. Heidi said it had, and asked Catina to elaborate. Catina described the solutions that have already been put in place and said they will resolve any future discrepancies. A motion was made to approve the Annual Financial Report and to authorize Elaine Ragland to submit the 990. The motion passed with unanimous vote. (01:22-14:14)</p>	<p>Motion by: Pier Ferguson to approve the Annual Financial Report and to authorize Elaine Ragland to submit the 990. Seconded by: Kathe Ware Vote: Unanimously approved</p>
<p>President Reports: A. Board President B. PD-13 C. PD-14 D. PD-15</p>	<p>Rodney Newton- No Report (14:15-14:21) Rodney Newton- Rodney said the Southside Sub-Council’s last meeting was a dinner meeting. He said the attendance was much better with about 20 members in attendance, (14:22-14:40) John Fallen- John reported the South Central Sub-Council last met in Buckingham County. He said attendance was low and not much was covered. (14:40-15:12) Robert Trimmer- Robert reported there are several events taking place</p>	



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<p>E. PD-19</p>	<p>in the Metro-Richmond Sub-Council's area. He said the NASCAR races are coming in April. He also thanked the Metro-Richmond Flying Squad for the assistance they're providing to agencies in the area. (14:41-15:45) Cary Strosnider- Cary reported the Crater Sub-Council continues to meet in person, with a web-conference option. Their last meeting was January. (15:45-16:15)</p>	
<p>Advisory Board Report:</p>	<p>Pier Ferguson reported the EMS Advisory Board met February 2nd and 3rd. She said they continue to review massive amounts of data from OEMS and deciphering what it means and how it effects EMS. She said the Virginia Department of Health Stroke Survey was distributed and received a 40% response from EMS agencies. She said as a result of the survey they endorsed hospital notification if the last known well time is within 24 hours. She said EMS wall times continue to be a concern, and was addressed with a position statement that is going to the Board of Health. (16:16-17:28)</p>	
<p>Executive Director Report:</p>	<p>Heidi said staff recently completed updating the regions Agency Information Data. She said staff simultaneously assisted OEMS/EMS for Children by asking agencies that hadn't done so to complete the EMSC Annual Survey. Heidi said for the third year in a row, ODEMSEA was able to achieve a 100% survey response. She said staff participated in an MCI exercise conducted by CVHC. She said ODEMSEA was asked to see how many ambulances they could summon to the staging area of an MCI. Heidi said within 50 minutes they were able to contact every agency and summon 93 ambulances. The 50 minutes included the time that was needed to set up the operation before making calls. The exercise did not include any additional resources that could be used, such as MCI buses etc... Heidi said staff also participated in an MCI exercise in Powhatan County that went well. She said Rynanne Holland has been hired as the PET Coordinator for the CVHC to fill Megan Middleton's vacant position. Also, regarding Megan she said Megan hit the ground running at ODEMSEA and is doing great returning back as our Training Director. She said ODEMSEA staffed an information table at the Central Virginia EMS Expo. She</p>	



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	<p>said as part of the Annual Agency Update staff asked agencies if they needed Child Safety Restraints and training regarding the restraints. She said to her surprise most agencies did need the tool. It was discovered the region needs 264 restraints. Heidi will ask Dave Edwards with OEMS to assist with getting them for our agencies. Heidi reminded members that nominations are being accepted for the Regional EMS Awards. She encouraged members to nominate a deserving individual or organization and asked that they help advertise the fact. She reminded members that we are utilizing a “quick form” to make nominating an easier process. (17:28-22:13)</p>	
<p>OEMS Report: Chris Vernovai</p>	<p>Chris Vernovai said the State EMS Plan was approved at the State EMS Advisory Board meeting. He said it now has to be approved by the Board of Health. He said their Agenda for the March meeting was full so it will be on the June meeting Agenda. He said agencies that are working on a Mobile Integrated Healthcare Community Para-medicine Program (MIHCP) that have not sent in the Notice of Intent can now find that on the OEMS website. He said they are conducting multiple EMS Officer courses and asked if the information could be shared. Heidi said the course information and dates are posted on the ODEMSA website. (22:14-24:45)</p>	
<p>Financial Discussion: A. Quarterly Financial Statement – Action Item B. Annual Financial Report - Update</p>	<p>Rodney started by thanking Catina for another good year of managing our funds. He said Elaine Ragland’s report magnified his statement. He thanked her for all she does for our organization. Catina submitted the financial report to members in advance of the meeting. She said she did not have anything she felt needed to come to the Boards attention. A motion was made to accept the financial statement prepared by Catina Downey. The motion was unanimously approved. (24:46-25:59)</p> <p>This item was moved to the top of the agenda. (01:22-14:14)</p>	<p>Motion by: Cary Strosnider to approve the Quarterly Financial Report. Seconded by: Robert Trimmer Vote: Unanimously approved</p> <p>Motion by: Pier Ferguson to approve the Annual Financial Report and to authorize Elaine Ragland to submit the 990. Seconded by: Kathe Ware</p>



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		Vote: Unanimously approved
Current Business: A. Annual Report- Action Item	<p>Heidi said the report was distributed in advance, and does have all the edits made since the last meeting. Also, because the end of the year has occurred this version has the updated financials. She said the Annual Report is complete pending approval. A motion was made to approve the Annual report and passed with unanimous vote. (26:00-27:19)</p>	Motion by: Pier Ferguson to approve the Annual Report. Seconded by: Kathe Ware Vote: Unanimously approved
New Business: A. Trauma Triage Plan- Action Item B. Stroke Triage Plan – Action Item C. EMS Plan – Action Item D. MCI Plan – No Action	<p>A motion was made to approve all items under new business, the Trauma Triage Plan, Stroke Triage Plan, EMS Plan and the MCI Plan. The motion passed with unanimous vote. (27:20-28:21)</p>	Motion by: Greg Neiman to approve the Trauma Triage Plan, Stroke Triage Plan, EMS Plan and the MCI Plan Seconded by: Lisa Baber Vote: Unanimously approved
Business from Floor	<p>Greg Neiman asked if the Pediatric Stroke Protocol was ready for Board approval. He believed the committees had completed their work. Heidi said it had not forwarded to her and that she would touch base with Tarsha to find out about the status of the protocol. Heidi said she will let members know when she finds out. (28:22-29:25)</p> <p>Lisa Baber asked if we are aware of any upcoming changes regarding the VHHA/CVHC contract. Heidi will contact Matthew Marry in advance of the normal contract period to find out if changes are being discussed. (29:26-32:12)</p> <p>Greg Neiman announced that the Children’s Hospital will go live at 5am on April 30th. He said they are planning slow opens for EMS but the dates are still tentative. He said they are working with the medivac services to allow them to land of the roof in advance of opening, and they are planning an OMD/Chief Officer day so they can tour the facility. (32:13-36:14)</p>	<p>Heidi will determine if the Pediatric Stroke Protocol is ready for a BOD vote.</p> <p>Heidi will reach out to Matthew Marry to find out if contractual changes are anticipated.</p>



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Next Meeting	June 21, 2023 (Location – ODEMSA Office with a Virtual Option)	
Adjourn	The meeting was adjourned at 7:36pm	