

**EMS Operations Committee Minutes
May 10, 2016
DTCI- Large Conference Room
801 Sycolin Road
1900 Hours**

Co. 4	Cheryl Aycock
Co. 6	Kevin Piatt
Co. 9	Absent
Co. 12	Absent
Co. 13	Anthony Mino
Co. 14	Earl Hall
Co. 15	Byron Andrews
Co. 17	Rodney Krone
EMS Council	Jay J. Brown
LCFR	AC Johnson, AC Tobia, DC Salazar, Mary Maguire, Michelle Beatty and Christine Langley-Obaugh
OMD	Absent (Available by phone)
StoneSprings	Jamie Wolfin
Reston Hospital	Keith Morrison
Inova Loudoun	Absent

1. Call to order

Chief Andrews, Chairman, called the meeting to order at 1900 hours.

2. Roll Call

3. Approve April meeting minutes

A motion to approve the April 12, 2016 minutes was made by Chief Salazar. The motion was seconded by Cheryl Aycock. All are in favor with no opposition or abstentions. Motion carried.

4. Chairman's Report

Chairman Andrews advised that the April Executive Committee packet was distributed.

Chairman Andrews reported that the Volunteer Physicals SWP passed, as written. Chief Andrews shared with the EMSOC that the FOC recommended that the Health, Safety and Wellness committee examine the SWP to determine if the NFPA 1582 should be the standard for the system. Chief Andrews explained that if any changes occur to the SWP,

then the SWP will return to the stakeholder groups for input prior to the EC for final approval.

Chief Andrews stated the EMSOC meetings will be held at HQ, 801 Sycolin Road in the DTCL large conference room from this point forward.

5. OMD-Dr. John Morgan

Dr. Morgan was unable to attend, however, has made himself available via phone should he be needed.

6. Reports

a. LCFR- DC Jose Salazar

RTF Drill: A drill will be held with law enforcement in August without the power point presentation.

Ballistic Vests: A draft policy is being prepared which will cover location as well as distribution. The intent is to only use as part of RTF or Extraction Task Force.

ImageTrend: According to Chief Salazar, we will be moving to the elite platform of ImageTrend in late fall. Chief Salazar stated we will need to go live by January 1st, a requirement by the State. The platform will be more user friendly. More information will follow.

Stabilizers for EZ-IO: Chief Salazar stated that all three hospitals have agreed to carry the stabilizers for the EZ-IO. They will replace once used.

Supply Replacement List: Chief Salazar communicated to the EMSOC that they are done with the list of supplies that will be replaced. All have agreed with supplies that will be provided. The list will be sent out this week. They will be replacing supplies on fly outs.

Regional Drug Exchange Form: Chief Salazar advised that this form is being revised due to some concerns with pharmacists.

MCI Drill: Chief Salazar reported that this drill took place last weekend and it went very well. Chief Andrews asserted that the manual has proven difficult to deploy along with all the technology they desire. Chief Andrews shared that the old crawl, walk, run philosophy needs to apply and what would be advantageous is to perform a functional exercise. Questions arose regarding patient trackers.

Bio-Hazard Pick-ups: Chief Salazar acknowledged that there have been issues regarding pick-ups. Chief Salazar reported that the contract is now managed by General Services. Chief Salazar communicated that the contract ends in August and more than likely, another group will be secured using the RFP process. Chief Salazar wanted to ensure all were aware that the issues are being addressed. Chief Salazar stated the phone number for the vendor is listed in the Exposure Control Plan. Chief Johnson recommended that follow-up occur and information be shared with all the companies. Chief Salazar concurred.

EMS Officer Class: Chief Salazar stated that the class needs to be reviewed by educational development. Chief Salazar advised that the pilot may occur in September and it may go live in November at Symposium. Chief Salazar met with Gary Brown, Director and Scott Winston, Assistant Director separately to advise that this class needs to be a priority.

Crew Leader (New Officer): A program was developed near Virginia Beach which may be implemented/adopted according to Chief Salazar.

Discussion occurred regarding the Officer I program. Questions arose and Chief Salazar will follow-up.

i. EMS Billing- Danielle Brosan

Danielle asked if anyone had any questions regarding the distribution summaries that were distributed for the third quarter. Danielle advised that she also disseminated ePCR error issues that were outstanding from the third quarter. Danielle stated there has been definite improvement in the number of errors per month as the number is declining. Additional errors will be eradicated once we move to ImageTrend per Danielle.

ii. EMS Training-Bill Toon

Michelle Beatty was present for Dr. Toon. Michelle stated that there is an issue with low enrollment in the EMR class. Discussion ensued in which EMSOC members stated that they are pushing members to complete EMT. Michele stated that on the EMS side that makes perfect sense, however, on the fire side not necessarily. Chief Piatt stated that it makes sense for his company as they are trying to get everyone cross trained.

Michelle advised that reports regarding EMS students will be distributed to the Chiefs and the students will receive copies this evening. Michelle mentioned that approximately 7 out of 28 are on academic probation due to failure to complete homework. Michelle recognized that several companies have assigned

mentors to students who are not doing well and this may be helpful. Michelle reminded the EMSOC that this hybrid program is fairly new and changes will be considered upon feedback being received.

Michelle stated that they have a desire to hold an EMS day, but assistance will be needed regarding ambulances, drivers and patients. Michelle stated that it will be held Sunday, June 5th. If each agency could provide an ambulance, that would be appreciated.

Michelle advised that part-time instructors are needed.

Michelle stated intermediates will be testing this Saturday. National Registry will be May 21st. The ACLS refresher class this month is in danger of being cancelled due to low enrollment. The same is true for the ALS preceptor class scheduled for June 11th.

Michelle reported that Target Solutions is going live on July 1st. Michelle would like to meet with all representatives in June for training purposes.

If new members are coming in, please contact Michelle regarding training needs.

b. Committee Reports

i. Communications Committee (Chief Bennett)

No report.

ii. Training Committee (Chief Aycock/Chief Mino)

Chief Mino reported that direction was received from the EC to examine the Training Enrollment and Wait List SWP. The committee is currently conducting a line by line review of the SWP.

Chief Mino advised under the current policy, every station will get a seat and then afterwards, round robin will occur. Chief Mino stated drafts of three options on how we specifically enroll folks will be distributed. The committee would like feedback. When received, please pass along to the training officers and read them carefully. Chief Mino believes they will be distributed out in June after the training committee's next meeting. Chief Mino believes a number of good changes have been made which will allow us to get students into class.

iii. SWP Committee (Chief Krone)

Chief Krone stated he was unable to attend the last day time meeting.

Jay J. Brown advised the EMSOC that the SWP Committee is reviewing a set of SWP's that will come back for recommendations.

iv. Ambulance Standards Committee

Chief Andrews informed the EMSOC that the committee met last week. Chief Andrews stated that the committee will determine an inventory of the system. The next meeting will be held in June.

Chief Andrews reiterated the goal of the group is to identify performance and expectations of all vehicles. Chief Johnson explained it will be similar to what is done on the fire side. Baselines and minimums will be defined. Chief Andrews stated the committee will allow for a couple of different chassis types.

c. EMS Council

Jay J. Brown advised that the minutes are available tonight separate from the packet. Jay J. also stated that the ALS Instructor Award name has been changed to the Leo C. Kelly ALS Instructor Award. Jay J. also stated that the Council continues to work on Four for Life items. An Ad-Hoc Committee made a recommendation on CPR mannequins and the Council did approve that recommendation.

Chief Andrews appreciates that the Council made the change on the award to honor Leo as it is certainly appropriate given all of his efforts over the years.

Chief Salazar passed out a handout detailing Four for Life expenditures. A discussion followed regarding allocations, mannequins and drug bags. Chief Salazar reported that the funds remaining totaled \$13,000. Chief Salazar reminded the EMSOC about the previous medication security conversations and requirements for the pilot. Chief Salazar stated at the time of the conversations, the need was \$12,000. Since, the funds remaining are \$13,000, the question would be whether or not the EMSOC wanted to spend the \$12,000 of that remaining amount.

A discussion on drills ensued especially since the Council had previously mentioned that they had a desire to purchase them for all of the stations. Chief Salazar stated that Leo proposed that each company would get a drill and an extra drill for training. Chief Salazar stated Company 4 would get 2, Company 6/22 would get 3, Company 9 would get 2, Company 12 would get 2, Company 13 would get 2, Company 14 would get 2, Company 15 would get 4, Company 17 would get 2 and LCFR would get 8 which totals \$13,500. Chief Salazar suggested the balance could be used for needles

and stabilizers. Chief Salazar explained that the drills are reaching a five year lifespan.

Discussion continued regarding funds and purchases. Chief Salazar stated that consideration could be given to purchasing two mannequins at \$4,000 each leaving \$17,000 in the EZ-IO fund. Chief Salazar is proposing that we order 15 mannequins and approve \$12,000 for medication security. Chief Salazar hopes to have a draft policy by the next EMSOC meeting.

Chief Andrews asked for a motion to move forward on the revised plan as far as the drills are concerned. In addition, Chief Andrews reiterated that an approval was needed for two additional mannequins for the training center. Chief Krone made the motion and Cheryl seconded the motion. Chief Salazar emphasized that EZ-IO's would be replaced as needed, two mannequins for the training center and \$12,000 for medication security. The motion carried with no opposition. Chief Andrews suggested that this may be the time to go back and examine drills.

7. Old Business

a. Physio Lease Option

Chief Salazar stated that we are waiting for a more accurate estimate. Chief Salazar mentioned that there is a desire to include the lifepak 1000's.

b. Medication Security

Nothing to report other than what is stated above.

c. Heavy Rescue Service Delivery Workgroup

Per Chief Johnson, a meeting has not been scheduled as of yet.

d. Rules of Order

Chief Andrews still needs to review the draft.

e. Bariatric Response Capabilities

Nothing to report

8. New Business

a. Roles and Responsibilities of Non-OEMS Certified personnel Riding on Ambulances

Chief Salazar stated this topic came up at the EMS Council meeting. Questions were posed regarding requirements to become a release driver. Chief Salazar stated as long as they have EVOC they can drive, but what else is needed. Chief Mino stated

that there is latitude in the statute to basically allow non-certified people to be aids, but it doesn't define what an aid is and what can the aid can do.

Discussion ensued. Chief Andrews stated that there may be some confusion with AIC status and Aid status.

Chief Andrews suggested that Dr. Morgan be present for this discussion.

- b. BLS Precepting Manual
Draft for review.
- c. Ambulance Driver Release Manual
Attached for review.
- d. Bio-hazard pick-ups
Previously discussed. Chief Salazar asked for issues to be emailed to him so he could compile concerns.

9. Action Items

- a. Social Media and Use of Personal Electronic Devices SWP's

Chief Tobia stated feedback is being received, however, he would ask that these SWP's are not acted on this evening as revisions will be forthcoming and the SWP's will not return to the EC until June. Chief Tobia shared that Chief Hall has offered to assist. Chief Tobia advised that this was a first draft, a starting point for a conversation. Chief Tobia shared that a current issue involves a system member who took a screen shot of CAD and posted it on their facebook page. Clearly, according to Chief Tobia, the expectation is that people conduct themselves in a highly self-disciplined manner. Chief Tobia stated we need the policy and we need training for all system members.

Please send any remaining comments to Chief Tobia.

- b. Awards and Recognition SWP
Chief Mino made the motion that we accept the Awards and Recognition SWP. The motion was seconded by Chief Salazar. All approved with no one opposed. The motion carried. (Please note Chief Aycock had to leave the meeting so she did not vote.)

10. Stakeholder Comments

None

11. Committee Member Comments

None

12. Announcements

None

Adjourn: With no other business to discuss, the meeting is adjourned at 2145.

Respectfully submitted:
Christine Langley-Obaugh, M.Ed., CVA
Executive Liaison