

Emergency Medical Services Advisory Board
 EMS Workforce Development Committee
 The Virginia Association of Volunteer Rescue Squads, Oilville, Virginia
 October 19, 2006
 10:00 a.m.

Committee: Workforce Development

Attendance: Kevin Dillard-Chair, Steve Chappell, Dan Fermil, Jason Stroud, Tom Berry, Gary Dalton, Jay Cullinan

Absent: Tina Skinner, VAVRS and Local Government Reps.

Staff: Rohn Brown, Tim Perkins, Scott Winston

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to Order	The Chair called the meeting to order at 1000 hours.	
Introduction of committee members		No follow-up was required.
New Business		
Purpose and History of EMS Workforce Development Committee	The Chair summarized how the leadership and management and public information and education committees were merged to form the current committee.	No follow-up was required.
Selection of Membership	The Chair reviewed the committee membership and the organizations represented on one, two and three-year terms. These were selected to allow for a staggered membership.	<p>Three year terms VAGEMSA – Dan Fermil, Chesapeake Fire and EMS Regional EMS Council Directors – Tina Skinner, Rappahannock EMS Council Statewide Fire Service Organization – Tom Berry, Va. Dept. of Fire Programs</p> <p>Two year terms At Large – Jason Stroud, Campbell Co. Dept. of Public Safety VAVRS - TBA Commercial Ambulance Service – Gary Dalton, Valley Medical Transports, Inc.</p> <p>One year term At Large - Jay Cullinan Recruitment and Retention Networking Group- Steve Chappell/Dave Tesh Local Government Official - TBA</p>
Review of Statewide EMS Workforce	OEMS Staff reviewed a PowerPoint presentation to outline the importance	No follow-up was required, informational only.

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Issues	of the committee's work. The presentation covered the related recommendations from JLARC, the OEMS Retention Project, the EMS Leadership Challenge, the EMS Workforce for the 21 st Century, National Workforce Project and the Future of Emergency Care: EMS at the Crossroads (IOM report).	
Review of Workforce Development Priority Projects	Rohn Brown reviewed the projects identified by OEMS as major priorities including workforce development priority projects per OEMS strategic plan Establish leadership and management standards 2.2.3, Pursue a comprehensive recruitment campaign 3.2.1 Promote use of The Keeping the Best! Retention Tool Kit and measure its effectiveness. 3.2.2	No follow-up was required, informational only
Review of possible workforce development priority projects	Rohn Brown reviewed other possible projects as follows: Review and recommend criteria to develop a Virginia Standards of Excellence Accreditation Program that recognizes and promotes EMS agencies that exceed the minimum state requirements. Develop and/or review leadership criteria and qualifications for managing or leading an EMS agency. This would include job descriptions for officers and leaders and criteria for new and existing officers. (Related to JLARC Recommendation #6). Develop or recommend technical assistance materials or system development programs that may enhance the level of care in local and regional EMS systems (Related to JLARC Recommendation #11 and OEMS Strategic Plan 2.4 and 3.4.3) Coordinate technical assistance teams that will help local EMS agencies solve specific EMS systems issues. Develop or recommend technical assistance materials or system development programs that may enhance the level of care in local and regional EMS systems (Related to JLARC Recommendation #11 and OEMS Strategic Plan 2.4 and 3.4.3)	No follow-up was required, informational only
Review of lower priority projects	Rohn Brown reviewed other possible projects as follows: Promote existing leadership, management, recruitment and retention information to EMS agencies and local governments. Develop a resource center for new and existing EMS leaders and government officials. Identify resources or opportunities to work collaboratively with other state	No follow-up was required, informational only

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	<p>agencies, organizations and associations. (Related to JLARC Recommendation #7 and OEMS Strategic Plan 3.2) Review and recommend grades and comments for grants received through the OEMS consolidated grants program relating to recruitment, retention, leadership, management and EMS system development proposals. Find strategies to promote OEMS grants to localities to help fund management and leadership and recruitment programs. Recommend leadership and management classes and speakers of the EMS symposium.</p>	
<p>Committee discussed project goals and assigned projects to leads.</p>	<p>The committee adopted the three priority projects of OEMS and discussed the others presented. There was particular interest in EMS agency accreditation and members of the committee noted that NC had a model EMS agency program. The committee noted that agency accreditation may not be the right term and suggested using "model programs" or a gold standard. PSAPs are already accredited by OEMS.</p> <p>Gary Dalton noted that the VAVRS help line rarely rings and the most common question is on parliamentary issues. Committee members suggested that 6a. and 6 d. be combined into priority #4. The committee also mentioned the need to promote VOLSAP and the other incentives and retirement offered to EMS providers. The committee moved VOLSAP promotion as part of #3.</p> <p>Scott Winston also reviewed the on-line EMS Recruitment Directory and showed how it worked. The committee also elected to add the promotion of the EMS Recruitment Directory.</p>	<ol style="list-style-type: none"> 1. Establish leadership and management standards (Tom Berry - lead) 2. Pursue a comprehensive recruitment campaign (Steve Chappell - lead) 3. Promote the use of The Keeping the Best! Retention Took Kit and measure the effectiveness. Also promote the VOLSAP and the recruitment section of the OEMS Web Site. (Gary Dalton - lead) 4. Review and recommend criteria to develop a Virginia Standards of Excellence Accreditation Program that recognizes and promotes EMS agencies that exceed the minimum state requirements and to coordinate specific technical assistance teams that will help local EMS agencies solve specific EMS systems issues. (Dan Fermil - lead)
<p>Work Assignments</p>	<p>The chair asked for committee members to head the identified projects. He also asked if those not leading a group want to serve on a project team that they should contact him within the next 7-10 days.</p>	<p>Leads were requested to report in 7-10 days if they identified others in the EMS system that can help. Leads identified above. Rohn Brown offered to provide a OEMS progress/background report on each work</p>

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		priority.
2007 Meetings	January 25, April 26, July 26, October 25. All meetings at 10 a.m. at The Place	No follow-up was required, informational only
Adjournment	The meeting adjourned at 1230 hours.	

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