

**Financial Assistance Review Committee (FARC)
Quarterly Meeting
Courtyard by Marriott
Glen Allen, Virginia
May 9, 2013
1:00 PM**

Members Present:	Members Absent:	Administration Staff:	Staff/Other Guests:
Billy Altman, Chairman		Amanda Davis	Dennis Molnar
Barbara Brown		Linwood Pulling	Karen Wagner
Dan Butler			David Hoback
Pokey Harris			George Lindbeck
Dan Norville			
Robert Trimmer			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Approval of 02/14/2013 Meeting Minutes	Billy Altman, FARC Chair, made a motion to approve the minutes from February 14, 2013.	Minutes approved
II. RSAF: A) Introduction of LFEMS Council nomination to FARC	Karen Wagner was introduced, nominated by the Lord Fairfax EMS Council to serve on the Financial Assistance and Review Committee (FARC) as their representative Ms. Wagner is a member of the Woodstock Volunteer Rescue Squad and has been involved in EMS in Virginia for the past 30 years. She is certified as a VAVRS EVOC Instructor and is the VAVRS State Course Coordinator for the IDC Squads and the American Heart Association. She is also certified as an EMT instructor for VDH/OEMS and is the Co-coordinator for the VAVRS EMS Leadership Challenge Program. Ms. Wagner is former FARC member and her term will begin on July 1, 2013 as a replacement for Dan Butler, representative for REMS.	No further action is required
B) 12-Lead 1. Pricing	Billy Altman, FARC Chair created a spreadsheet for the pricing for 12-Lead Defibrillators requested for the current grant cycle. OEMS received 35 grant applications for 12-Lead's with pricing ranging from \$19,060.00 for a Phillips MRx to \$35,549.00 for a Physio-Control monitor, averaging the price to \$28, 148.81 per item. The pricing was discussed due to the requests quoting a \$10,000.00 price difference this cycle as opposed to the past two grant cycles. Discussion among FARC concluded that the average price per item was a fair representation of the requests.	No further action is required

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<p>2. Legislation</p> <p>C) OMD Signatures on Affirmation Page</p> <p>D) Meeting with OIM before next grant cycle</p> <ul style="list-style-type: none"> • Transportation Committee – Add engine hours & 4x4 (website) • Fee for Service on grant report – Only Non-Governmental 	<p>Budget Amendment Item <u>290</u> #1c was discussed which stated “Out of this appropriation, up to \$400,000.00 the second year from the Virginia Rescue Squad Assistance Fund shall be used for grants to emergency medical services organizations to purchase 12-lead electrocardiograph monitors”. For the RSAF grant period that begins July 1, 2013, OEMS received RSAF applications requesting a total of seventy-six 12-lead monitors in the amount of \$1,499,183.78. FARC discussed the amendment language regarding the amount to be reserved and noted that RSAF awards much more than \$400,000.00 per cycle for 12-lead funding. FARC members stated that they will continue to recommend funding for 12-Lead requests based on the justified need by the grant application.</p> <p>Current policy of the OEMS Grant Unit states that if an agency applying for RSAF could not obtain their OMD signature for the Affirmation page, their Regional OMD signature would be accepted. However, OEMS executive management has amended the policy allowing only the agencies’ OMD to sign the Affirmation. If the Regional OMD does sign the Affirmation, the applicant must submit an explanation as to why their agency OMD signature was not obtained, effective for the 12/13 grant cycle. OEMS program representatives have been tasked to verify the agency OMD signatures for RSAF grant applications effective for the 12/13 grant cycle. FARC discussed the verification of agency OMD signatures, specifically how OEMS program representatives will verify the specific signature of the agency OMD.</p> <p>The Transportation Committee requested that the CGAP be updated to include engine hours and 4x4 information for agencies requesting vehicles, effective for the 06/13 grant cycle. However, during the 06/13 Transportation Committee grant review, members concluded that grants should also include engine idle time to give a truer picture of engine usage. The Committee stated that every engine hour equates to 33 miles which allows grant reviewers the accurately determine engine hours by the mileage stated in the grant applications. The Committee’s request was suggested after the grant deadline, making this effective for the 12/13 grant cycle. FARC discussed that each application will continue to be reviewed on an individual basis.</p> <p>In CGAP, Fee for Services was only shown on the grant report for non-governmental agencies, this has been updated and will now show for the governmental agencies as well. FARC discussed that many governmental agencies don’t recognize this funding because it is rolled into their budget, however many volunteer agencies do control this funding and tend to have more options.</p>	<p>No further action is required</p> <p>In the CGAP, it states that in the absence of the OMD, the Regional OMD will be accepted. OEMS will have this removed from the CGAP.</p> <p>Mrs. Davis will ask OIM to include this information on the CGAP before the September 2013 grant cycle.</p> <p>No further action is required</p>
<p>III. Grants Unit: A) Payments processed</p>	<p>The grants unit processed 62 payments for a total of \$2,483,000.00 between February 2013 and April 2013. This included the regular RSAF grants and the Supplemental</p>	<p>No further action is required</p>

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<p>B) Vehicle Listing on CGAP</p> <p>C) What is an incomplete grant application?</p>	<p>EMS Training Equipment Special Initiative Grant for Accredited ALS Training Programs.</p> <p>OEMS requires that all applicants are required to list all of their licensed EMS vehicles in the CGAP, however some applicants submitted an attached listing of their licensed vehicles during this grant cycle. One applicant reported to an EMS council that they were told by OEMS they could list their vehicles on a PDF and attach it to the grant. It was determined recently by OEMS that CGAP will only allow approximately 100 vehicles to be entered which causes an issue for those agencies that have vehicles over this number. Mr. Altman discussed the option of requiring only EMS licensed transport vehicles versus all EMS licensed vehicles, however FARC determined all EMS licensed vehicles should be required since it helps in the evaluating and grading of the grants. Mrs. Davis stated that she will determine if an update to CGAP is possible to add a drop-down that would automatically list an agency's licensed vehicle. The agency would then be able to edit (add/delete) vehicles and mileage instead of entering each vehicle each grant cycle. If this update is not possible, OEMS will request an increase in data fields for the number of vehicles that can be listed. If this isn't completed by the September 2013 grant cycle deadline, we will require an agency to list the first 100 vehicles in CGAP and then list the others in a PDF and attach to the grant.</p> <p>FARC discussed the issues that would classify a grant application as incomplete. This discussion was based on the realization that during the 12/12 grant cycle 2 different Affirmation pages were available for download. The one posted on the OEMS website was different than the one posted in CGAP, therefore FARC didn't disqualify a grant last cycle based on affirmation incompleteness in the "grants management" section. This issue has been corrected and will be a factor in disqualifying grant applications. Other items that would disqualify a grant application includes: not listing all of their vehicles, Project Description and Maintenance Sustainability not completed or signatures missing.</p>	<p>Mrs. Davis will request an update to CGAP for agency vehicle listing and editing (add/delete) If its not complete before the 12/13 grant cycle deadline, we will ask them to increase the number of vehicles that can be listed.</p> <p>The application should be disqualified if any of the listed information is incomplete.</p>
<p>IV Grant Manager Report: A) Quarterly Grant Report</p>	<p>This information can be found in the OEMS Quarterly Report to the State EMS Advisory Board dated Friday, May10, 2013. The OEMS Grants Unit received 140 grant applications requesting a total of \$9,810,049.00 in funding. Funding amounts are being requested in the following agency categories: 87 Volunteer Agencies requesting \$6,010,943.00; 41 Governmental Agencies requesting 43,447,273.00; 12 Non-Profit Agencies requesting \$351,833.00. Funding amounts are being requested in the following regional areas: Blue Ridge EMS Council – 9 agencies requesting funding of \$970,083.00; Central Shenandoah EMS Council – 11 agencies requesting funding of \$527,521.00; Lord Fairfax EMS Council – 10 agencies requesting funding of \$664,262.00; Northern Virginia EMS Council – 4 agencies requesting funding of \$134,995.00; Old Dominion EMS Alliance – 20 agencies requesting funding of \$1,502,110.00; Peninsulas EMS</p>	<p>No further action is required</p>

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<p>B) Emergency Grants</p> <p>C) EMS State Plan Update</p>	<p>Council – 14 agencies requesting funding of \$919,916.00; Rappahannock EMS Council – 13 agencies requesting funding of \$837,796.00; Southwestern Virginia EMS Council – 23 agencies requesting funding of \$1,434,876.00; Thomas Jefferson EMS Council – 5 agencies requesting funding of \$441,734.00; Tidewater EMS Council – 8 agencies requesting funding of \$736,708.00 and Western Virginia EMS Council – 23 agencies requesting funding of \$1,640,048.00. Funding amounts are being requested for the following item categories: Audio Visual and Computers - \$269,218.00; Communications - \$327,154.00; Emergency Operations - \$345,116.00; BLS & ALS Equipment - \$2,428,909.00; Special Projects - \$348,732.00; Training - \$235,957.00 and Vehicles - \$5,854,964.00.</p> <p>Central Shenandoah EMS Council applied for an emergency grant for equipment to set up a VUE testing center. This request was to purchase capital outlay to sustain and continue operations of the Pearson VUE Testing Center to serve the CSEMS Council region and surrounding jurisdictions to include Albemarle, Charlottesville, Greene, Nelson, Page, Shenandoah, Botetourt and Allegheny. This grant was approved by OEMS in the amount of \$7,127.44 at the 80/20 funding level.</p> <p>The EMS State Plan – FARC Mission was discussed and no changes were made.</p>	<p>No further action is required</p> <p>No further action is required</p>
<p>V. Open Discussion</p>	<p>Mrs. Davis attended the Rappahannock EMS Council’s grant review. During the grant review it was discovered that an agency didn’t list their vehicles on the CGAP, but listed them in a separate document as an attachment. The agency representatives stated they were told by OEMS that this was acceptable. A discussion between the reviewing agency and the REMS committee took place about grant application procedures and what’s acceptable per OEMS. The agency accused the council of being prejudiced, biased and not liking them and that the committee didn’t grade them fairly. The agency representatives accused Mrs. Davis of calling them a liar which triggered Kevin Dillard, President of the REMS Council, to review the tape recording of the grant review. Mr. Dillard then sent emails to this agency, OEMS and the committee and stated that after reviewing the tapes, no one had been rude or spoken out of place, he also stated that the committee wasn’t biased or prejudiced against this agency. Because of this incident, Mrs. Davis will no longer attend the Regional Council review meetings. Mr. Altman reminded FARC that when grading a grant, be sure to document your grading with comments and justify why you gave a particular grade. Applicants can be territorial, verbal and aggressive if they don’t get awarded. It’s imperative that you document your grades and comments. Don’t change the way you grade, just document your reasoning.</p> <p>Dan Norville sits in on the Tidewater EMS Council grant meetings and said that he</p>	<p>Mrs. Davis will no longer attend EMS Regional Council Grant Reviews.</p> <p>No further action is required</p>

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	stated that FARC is not an ambulance replacement plan and justify your request. Mr. Norville stated that he was approached at that meeting and told that he needed to separate himself from FARC at regional meetings and shouldn't be making certain statements. Mr. Norville asked FARC if he was out of line? Mr. Altman reminded us that this statement has been made for years by the regional councils and FARC and just be cautious when making statements on behalf of FARC..	
VI. Adjournment	Billy Altman, FARC Chair, made a motion to adjourn.	The next quarterly meeting will take place on August 8, 2013 at 1:00 PM.