

Financial Assistance Review Committee (FARC)
Quarterly Meeting
Courtyard Marriott
Glen Allen, Virginia
May 8, 2014
1:00 PM

Members Present:	Members Absent:	Administration Staff:	Staff/Other Guests:
Billy Altman, Chairman	Pokey Harris	Amanda Davis	Dennis Molnar
Barbara Brown			Michael Berg
Dan Norville			Curtis Sheets
Robert Trimmer			Mark Nugent
Karen Wagner			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Approval of 02/06/2014 Meeting Minutes	Billy Altman, made a motion to approve the minutes from February 6, 2014.	Minutes approved
II. RSAF:	The June 2014 RSAF Grant Cycle closed on March 17, 2014. OEMS received 121 grant applications requesting \$9,490,821.00 in funding.	No further action is required
A) Michael Berg -	Michael Berg, OEMS Regulation and Compliance Manager, discussed the possible effect that the KKK-A 1822F Change Notice 6 standards scheduled for July 1, 2014 could have on the pricing of ambulances. The change notice would require all new ambulances to have a cot fastening system in all stretchers with pricing ranging from \$9,000.00 to \$40,000.00 which could greatly effect all ambulance awards for the next grant cycle.	OEMS will keep FARC informed of any requirements that may be mandated.
B) Introduction of nominated FARC members	Curtis Sheets was introduced as one of two new FARC members (pending approval from the Governor's EMS Advisory Board). He will be representing the Thomas Jefferson EMS Council (TJEMSC) and is also the President of the TJEMSC Board. Mr. Sheets is currently the Deputy Executive Director and Chief of Fire & Rescue for Wintergreen Property Owners Association. He won the EMS Governor's Award in 2013 for Outstanding EMS Administrator. Mr. Sheets also has a Masters Degree in Public Administration from James Madison University.	No further action is required
1) TJEMS		
2) PEMS	Mark Nugent was introduced as the other new FARC member (pending approval from the	No further action is required

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<p>C) FARC Orientation Manuel</p> <p>D) Election of FARC Chair</p>	<p>Governor’s EMS Advisory Board). He will be representing the Peninsulas EMS Council (PEMS). Mr. Nugent also sits on the PEMS Board. Mr. Nugent is the Chief/Emergency Services Coordinator for Middlesex County. Mr. Nugent also has a Bachelors Degree in Organizational Management and Development from Bluefield College.</p> <p>The FARC Orientation Manual has been updated to include: introduction page, Rules and Regulations Governing EMS, FARC Committee, Annual Report, past awards, previous minutes, OEMS Program Reps, Regional EMS Councils, CGAP on-line RSAF grant review process, grant review information and the awards meeting process.</p> <p>Robert Trimmer was nominated as the next Chair of FARC.</p>	<p>The grants unit is still in the process of updating this manual. FARC has been asked to review and make comments.</p> <p>Mr. Trimmer was elected as the next FARC Chairman. No further action is required.</p>
<p>III. Grants Unit:</p> <p>A) Payments processed February – April 2014</p> <p>B) Transportation Unit Special Conditions</p> <p>C) Decreasing Cash Balances for Grants</p>	<p>The grants unit processed 116 payments for a total of \$2.4 million between August 2013 and January 2014. This included the regular RSAF grants and the VPHIB Special Initiative Grant for computers. The VPHIB awards were announced in mid-February.</p> <p>Mrs. Davis discussed the Transportation Committee placing a special condition stating “Agency must take 2 ambulances out of service”. The Grants Unit has received a number of modification requests from agencies requesting that this condition be amended to only taking one vehicle out of service. Because the grantees aren’t expecting this condition when they awarded Mrs. Davis stated that we need to be mindful of the hardship it could cause agencies before the condition is placed on the grant. The Transportation Committee decided they wouldn’t put this condition on the ambulance grants, but would grade the grant accordingly based on the original grant request.</p> <p>OEMS is developing an amended grant award letter to decrease cash balances for RSAF grants. One possible way to do this would be to require the grantees to order their awarded items within a six month period as opposed to the 12 months now allowed. Currently, the OEMS Grants Unit now sends out two status letters reminding the grantees of their reimbursements for grant awards.</p>	<p>No further action is required</p> <p>No further action is required</p> <p>OEMS will discuss this further.</p>
<p>IV Grant Manager Report:</p> <p>A) Quarterly Grant Report</p>	<p>This information can be found in the OEMS Quarterly Report to the State EMS Advisory Board dated Friday, May 9, 2014. The Spring 2014 RSAF grant deadline was March 17, 2014. OEMS received 121 grant applications requesting \$9,490,821.00. Funding amounts are being requested in the following agency categories: 72 Volunteer Agencies requesting \$5,829,299.00; 35 Governmental Agencies requesting \$2,833,356.00; 14 Non-Profit Agencies requesting \$828,166.00. Funding amounts are being requested in the following regional areas: Blue Ridge EMS Council – 10 agencies requesting funding of \$924,123.00; Central Shenandoah EMS Council – 9 agencies requesting funding of \$545,435.00; Lord Fairfax EMS Council – 9 agencies requesting funding of \$997,851.00; Northern Virginia EMS Council – 3 agencies requesting funding of \$70,824.00; Old Dominion EMS Alliance – 17 agencies</p>	<p>No further action is required</p>

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<p>B) VPHIB Special Grant Initiative</p> <p>C) e-GIFT Initiative</p> <p>D) FARC Conflict of Interest</p>	<p>requesting funding of \$1,503,066.00; Peninsulas EMS Council – 11 agencies requesting funding of \$969,457.00; Rappahannock EMS Council – 8 agencies requesting funding of \$356,068.00; Southwestern Virginia EMS Council – 14 agencies requesting funding of \$976,492.00; Thomas Jefferson EMS Council – 9 agencies requesting funding of \$390,034.00; Tidewater EMS Council – 10 agencies requesting funding of \$860,652.00 and Western Virginia EMS Council – 21 agencies requesting funding of \$1,896,820.00. Funding amounts are being requested for the following item categories: 12-Leads - \$1,568,092.00, Audio Visual and Computers - \$214,463.00; Communications - \$165,244.00; Emergency Operations - \$182,587.00; BLS & ALS Equipment - \$1,147,871.00; Special Projects - \$321,519.00; Training - \$328,779.00 and Vehicles - \$5,562,266.00.</p> <p>OEMS had a Virginia Pre-Hospital Information Bridge (VPHIB) Special Grant Initiative for computers at 100% funding that opened in October 2013. These computers enabled the agencies to comply with pre-hospital patient care reporting of the OEMS minimum dataset in the technical format prescribed by OEMS. This grant closed on January 10, 2014, OEMS received 220 applications requesting \$5.2 million and awarded 200 grants for a total of \$3.6 million.</p> <p>The current RSAF grant program is known as the Consolidated Grant Application Program (CGAP). Currently the CGAP software requires the grantee to go to the OEMS website, download the software, key in all of the grant information, validate and save the grant and then go back to the OEMS website and key in the agency name and password and then upload their grant to OEMS. OEMS and the Office of Information Management (OIM) has been developing a web-based application tool which will be known as the EMS Grant Information Funding Tool (e-GIFT). e-GIFT will be required for the Fall 2014 grant cycle for the application process which is the first phase of this process. The next phases will incorporate the grading, meeting and report sections of the program. OEMS is developing the e-GIFT user guide which should be available prior to the August 1st grant submission period. e-GIFT will populate several parts of the grant application including the applicants licensed EMS vehicles.</p> <p>Mr. Altman cautioned FARC about responding to agencies requesting their opinion about grant submissions. This could create issues for members and create a perceived conflict with FARC commenting on grants prior to approval. Grant questions should be referred to OEMS for consistency.</p>	<p>No further action is required</p> <p>This is still a work in progress and will be tested this fall.</p> <p>No further action is required</p>
<p>V. Open Discussion</p>	<p>FARC discussed an email that was sent by Dr. Asher Brand discussing the impact that ambulance funding had on the EMS system. This email was discussed due to the fact that it was referenced as a possible discussion item for the EMS Advisory Board. Dr. Brand stated that would like to see the grant system work on statewide and region specific issues. FARC discussed that the Special Priorities are discussed each grant cycle and that EMS system wide</p>	<p>No further action is required</p>

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VI. Adjournment	issues have been addressed within the grant program. Amanda Davis, Grant Manager, made a motion to adjourn.	The June 2014 Pre-Awards/Awards meeting will be on June 5-6, 2014. The next quarterly meeting will take place on August 7, 2014.