

**Workforce Development Committee Meeting  
Virginia Office of EMS  
Norfolk Waterside Marriott  
235 E. Main Street, Norfolk, VA 23510  
November 12, 2015  
10:00 a.m.**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>OEMS Staff:</b>	<b>Others:</b>
<b>Jose Salazar</b> , Chair	<b>Rob Lawrence</b> , VAGEMSA	Tim Perkins	John Brantley
<b>Elizabeth Papelino</b> , VAVRS		Scott Winston	Gary Critzer
<b>Jim Chandler</b> , TEMS Regional Director		Wanda Street	
<b>Ron Passmore</b> , Southwest Region			
<b>Dave Tesh</b> , Recruitment & Retention Network			
<b>Byron Andrews</b> , Member-at-Large			
<b>Valeta Daniels</b> , Advisory Board			
<b>Ed Rhodes</b> , VFCA/VAGEMSA			

<b>Topic/Subject</b>	<b>Discussion</b>	<b>Recommendations, Action/Follow-up; Responsible Person</b>
<b>Call to order &amp; Introductions:</b>	The meeting was called to order at 10:01 a.m. by the Chair.	
<b>Review &amp; approval of the May 7, 2015 minutes:</b>	<b>A motion was made to approve the May 7, 2015 minutes. The motion was moved by Liz Papelino and seconded by Byron Andrews. The minutes were approved as submitted.</b>	<b>The minutes were approved as submitted.</b>
<b>Chair Report – Jose Salazar:</b>	No report.	
<b>OEMS Report:</b>	All new information can be found in the quarterly report on the OEMS website.	
<b>Sub-Committee Reports:</b>	<p><b>EMS Officer I – Elizabeth “Liz” Papelino</b> The modules for EMS Officer I are still being completed. They are to be sent to OEMS so that the storyboards can be completed. A meeting will be held today at 3:15 with Allison Bloom of National EMS Management Association (NEMSMA) in regard to the seven pillars and the National EMS Officer Competencies that have been established. We will review the documents they have and compare our program to see how it could be accredited at different levels. This meeting is an opportunity to share information per Scott Winston. Several committee members gave Valeta Daniels some background information on the EMS Officer I program.</p> <p><b>Standards of Excellence Workgroup – Tim Perkins</b> Tim reported that the pilot part of the SoE program is complete. Rob and Tim went to the City of Manassas, Virginia Beach, and Galax-Grayson. They all passed the pilot and certificates will be given on Saturday during the EMS awards banquet. Forest View, Goochland and LifeCare, who all went through the initial pilot program, will be recognized as well. The program itself is almost complete. There are still a few, small formatting changes that need to be done. Decals and other minor details are still being worked out. The workgroup met last week and decided that the other document will be released after symposium.</p>	

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	<p><b>VA Recruitment &amp; Retention Network – Dave Tesh</b>  A meeting will be held tonight at 5:30 p.m. in Chesapeake I &amp; II. Kevin Dillard is the guest speaker. He will speak about how the new online EMS training will positively or negatively affect recruitment and retention efforts. Snacks and soft drinks will be available. The next meeting is scheduled for February in Virginia Beach.</p>	
<b>Unfinished Business:</b>	<p><b>a. Membership Vacancies</b>  There are still two (2) positions on the committee that need to be filled. The VML/VACO position and the Commercial Ambulance position still need representation. It was discussed previously that an HR representative should be on the committee. These positions have still not been filled. Jose has not heard anything back from VML/VACO. He will follow up with them.</p> <p><b>b. Keeping the Best! Tool Kit revision</b>  Nothing has been done with this program. The Northern Virginia class never materialized. Jim Chandler has volunteered to host a class in the Tidewater area. John Bianco is an excellent resource/instructor. Jim and David will coordinate this and possibly have a workshop in March or April.</p> <p><b>c. Job Fair at 2015 Virginia EMS Symposium</b>  The job fair is being held tomorrow from 5:30 p.m. to 7 p.m. with 9 agencies participating.</p>	<p><b>Jim and David will coordinate to host a KTB workshop tentatively in March or April 2016.</b></p>
<b>New Business:</b>	<p><b>2016 meeting dates:</b>  Feb. 4, May, 5 and Aug. 4 at Courtyard Marriott, Glen Allen, VA  November 10 at Norfolk Waterside Marriott, Norfolk, VA</p> <p><b>Committee Goals:</b>  The Chair stated that the EMS Officer and Standards of Excellence programs are moving along nicely. The Community Para-medicine workgroup is still meeting and this is still on the radar. The EMS Research should be done by all EMS committees. The committee discussed funding options and other challenges concerning EMS research. This is definitely something on the horizon and should be looked into.</p> <p><b>State EMS Plan</b>  Tim stated that it is time to start reviewing the State EMS Plan. This has to be presented to the Board of Health by the end of next year. The State EMS Plan is on the OEMS website. Tim will send the link to the committee.</p>	<p><b>Tim will send the link to the committee for the State EMS Plan.</b></p>
<b>Public Comment:</b>	None.	
<b>Adjournment:</b>	The meeting adjourned at approximately 10:55 a.m.	