

**EMS Emergency Management Committee Meeting  
Virginia Office of EMS  
Richmond Marriott Short Pump  
4240 Dominion Boulevard, Glen Allen, VA 23060  
February 1, 2018  
9:30 a.m.**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>OEMS Staff:</b>	<b>Guests:</b>
<b>Byron Andrews</b> , Chair	<b>Michelle Oblinsky</b> , VEMA (Excused)	Karen Owens	
<b>Kelly Parker</b> , VHHA	<b>Damien Coy</b> , ODEMSA (Excused)	Winnie Pennington	
<b>Patrick Ashley</b> , VDH, OEP HPP	<b>Adam Galton</b> , VSP (Excused)	Sam Burnette	
<b>Bubby Bish</b> , VAVRS	<b>Bryan McRay</b> , ODEMSA (Excused)		
<b>Easton Peterson</b> , Health & Medical Emergency Response Teams (HMERT)	<b>Daniel Brewer</b> , VDEM		
<b>Judy Shuck</b> , HRMMRS/TEMS			
<b>Mike Player</b> , Regional Council, VA-1 DMAT			

<b>Topic/Subject</b>	<b>Discussion</b>	<b>Recommendations, Action/Follow-up; Responsible Person</b>
<b>Call to order:</b>	The meeting was called to order at 9:40 a.m. by Byron Andrews.	
<b>Review &amp; Approval of the November 8, 2017 minutes:</b>	A motion was made by Mike Player to table the November minutes. The motion was seconded by Easton Peterson. The minutes were tabled until the next meeting due to incomplete content and format.	<b>The minutes were tabled until the next meeting.</b>
<b>Introduction of Guests and New Committee Members:</b>	Everyone around the room introduced themselves.	
<b>Committee Chair Report – Byron Andrews:</b>	Mr. Andrews had no report, as this is officially his first meeting as chair for this term.	
<b>Committee Member Reports:</b>		
<b>Unfinished Business:</b>	<ul style="list-style-type: none"> <li><b>EMS Survey Discussion – Byron Andrews</b> Winnie stated that she talked with Warren Short and he said yes we could give CE for anything we want. He is willing to work with us on this. Warren had some concerns about verification of the responders taking the survey and the completeness. His questions included: How will the responders be tracked? How will the CEs be awarded? Who will record it?</li> </ul>	

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	<p>How will it be verified that the responder actually took the survey?  Will partial surveys be accepted? And how will hours be awarded?  Will there be quality control/assurance to ensure survey is properly filled out and answers make sense?</p> <p>He also said to acquire CEs they must identify themselves, cannot be anonymous. This sounds like administrative type things to address. Easton stated that if Target Solutions is used you can add a .2 hour category 3 CE when completed. Byron asked, what are we trying to measure? Mike stated that we have no data on EMS Emergency Preparedness. There are After Action Reports, but no EMS data for mass gatherings, MCI, etc. The committee exists to help agencies with all of those issues in which we have no data for. There were questions about whether to start at the provider level or agency level. Karen recommended starting at the agency level. Her reasoning is that at the provider level, it will show what training is needed. At the agency level, we will be able to ask questions such as have you written the following, do you have access to the following, have you considered how to handle the following, etc. They don't know what they need until they are aware of what they don't have. Byron stated that there is a lot of emphasis on active shooter incidents right now, and there should be an active shooter piece to it. However, it should not be the answer for mass casualty management. What will be the repercussions of agencies not completing the survey? Karen suggested putting it as a caveat on RSAF funds. It was also suggested to have education stating that the survey is coming and their help is needed; to build the anticipation. It should be completed by an agency head. We could put it together for review in May, finalize for approval in August and launch in September.</p> <p>Easton wanted to know specifically what we are trying to measure. Is your organization prepared? For what? To what level? He wants to ensure that we don't waste time with unnecessary information. Karen suggested Active Shooter, Hostile Environment, Mass Casualty, Large Gatherings and Self Care as possible target data areas. This is what the Emergency Operations Division is tasked with focusing on. This is a great list to start with. Infectious Disease is also a great data point. Do you have a plan for these 5 or 6 events/topics? When was the last time you exercised these plans? Do you feel your jurisdiction is prepared? Do you feel your agency is prepared? These are possible questions for the survey. Have you collaborated with your Regional Council on any of these plans?</p> <p>Judy stated that it would be interesting if VDFP ran the same survey to look at disparities in rural communities.</p> <ul style="list-style-type: none"> <li>○ <b>Appointment of survey workgroup</b>  Those interested in the workgroup are as follows:  Easton Peterson, Karen Owens, Sam Burnette, Judy Shuck, Patrick Ashley, Kelly Parker, Bubby Bish, Michael Player, Byron Andrews.</li> </ul> <p>A workgroup meeting will be scheduled in March. Byron would like the survey completed by June.</p>	<p><b>Schedule survey workgroup meeting in March.</b></p> <p><b>Survey should be completed by June.</b></p>

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<p><b>New Business:</b></p>	<ul style="list-style-type: none"> <li> <p>• <b>Committee Membership Review – Karen Owens</b>  Winnie asked the committee members to review the committee structure on the OEMS website to see if they are listed and if their affiliations are listed correctly. We also need to contact the State Fire Chiefs Association to see if they would like to continue to be on the committee and if so, to recommend a representative. Winnie, Karen and Byron will review the committee list to review participation and committee membership.</p> </li> <li> <p>• <b>EMS preplanning for senior apartment complexes – Judy Shuck</b>  Judy wondered what transpired following the discussion about a possible letter following the fire at the senior apartment complex. A similar incident occurred in West Chester, Pennsylvania. Karen stated that we will review the meeting minutes and follow up on this. An update will be provided at the next meeting.</p> <p>Judy also reminded everyone that the MUCC training is coming up. Karen suggested to the committee that they watch the webinar on February 7 on How to Teach MUCC. She will send out the invitation again. She also suggested teaching both SALT and START triage. Her thought is to modify Module I to teach both START and SALT. Karen will update the Module and for review at the next meeting.</p> </li> <li> <p>• <b>NFPA 3000 Standard</b>  Public comments are still being accepted. Karen has been asked to provide monthly updates to upper management about what we are doing as an Office to prepare people/agencies for this. The committee members were not able to obtain copies of this document, but were encouraged to provide public comment.</p> </li> <li> <p>• <b>Cataloging After Action Reports (AAR)</b>  Byron asked if the Office of EMS was interested in cataloging after action reports. At this time, AARs are not a requirement of the Office of EMS; however, Winnie feels that this would be very helpful in knowing how situations are handled and what is being done by different agencies. Karen thinks that VDEM may have a repository of what they do. Karen will reach out to VDEM concerning this.</p> </li> <li> <p>• <b>Hurricane Pre-Landfall Patient Movement Exercise</b>  Patrick, Kelly and Karen participated in this hurricane exercise yesterday and it was very enlightening and he will share the after action report when received. The National exercise is on May 7, 2018. Also, part of what Patrick and Kelly’s program is doing is looking at movement within the state without calling on Federal resources in the event of evacuating patients.</p> </li> <li> <p>• <b>Judy Shuck - FYI</b> – The strike team is helping to set up for a sheltering exercise in Virginia Beach. This will be an overnight event. This exercise will test the capabilities of the shelter and support units, trailers and equipment, as well as City staff, strike teams and EMS. July also spoke of Regional MCI Plan collaborations between REMS/TEMS/PEMS, Central Healthcare Coalition, Eastern and ODEMSEA.</p> </li> </ul>	<p><b>Winnie, Karen and Byron will review committee membership.</b></p> <p><b>Winnie/Karen will review meeting minutes and follow up. Provide update at next meeting.</b></p> <p><b>Karen will modify Module I for review at the next meeting.</b></p> <p><b>Karen will reach out to VDEM about their repository.</b></p>
<p><b>Other Comments/Questions:</b></p>	<ul style="list-style-type: none"> <li>• From the Floor</li> </ul>	
<p><b>Next Scheduled Meeting:</b></p>	<p>The next meeting is May 3, 2018 at 9:30 a.m. – Richmond Marriott Short Pump, 4240 Dominion Boulevard,</p>	

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	Glen Allen, VA.	
<b>Adjournment:</b>	The meeting adjourned at approximately 10:45 a.m.	

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