

**Workforce Development Committee Meeting
Virginia Office of EMS
Embassy Suites Hotel
2925 Emerywood Parkway, Richmond, VA 23294
February 7, 2019
10:00 a.m.**

Members Present:	Members Absent:	OEMS Staff:	Others:
Byron Andrews , VSFA	Jose Salazar , Chair	Chris Vernovai	Amy Ashe, PEMS
Valeta Daniels , Advisory Board	Michael Colman , Richmond Ambulance Authority		Matt Lawler, CSEMS/ACFR
Dave Tesh , VA Recruitment & Retention Network			Valerie Quick, GAB/TJEMS/UVA
William “Gene” Dalton , WVEMS Council			
Christina H. Smith , VACO			
Paul Hoyle , PEMS Council			
Cody Jackson , Med-Trans Corp./Wings Air Rescue - Commercial Ambulance Member			
Dreama Chandler , VAVRS			
Mike Watkins , VAGEMSA			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to order & Introductions:	The meeting was called to order at 10:00 a.m. by Chris Vernovai. No introductions were made.	
Review & approval of the November 9, 2018 minutes:	A motion was made to review and approve the November meeting minutes. The minutes were approved as submitted.	The minutes were approved as submitted.
Chair Report – Jose Salazar:	No Report. Jose was not present.	
OEMS Report – Chris Vernovai:	<ul style="list-style-type: none"> • The Council re-designation process will begin by the end of February and end by the end of April. We are getting the evaluators in place. • As of next Friday, the 1001 Technology Park Drive side of EMS will be closed. All of the Office will be located in one central location at 1041 and 1043. A lot of the staff will be telecommuting. The best way to contact anyone will be via email. • A joint grant was obtained with the Office of Health Equity and we have gotten Stop The Bleed kits for all of the Regional Councils. So far six councils have received them, four more will be received today, and the other one will be arriving in a few weeks for the final Regional Council. 	
EMS Officer I Sub-Committee Update – Chris Vernovai:	We have welcomed three new members to the committee: Paul Hoyle, Dave Daugherty, and George Keefer. Chris gave brief background information on each new member. Adjustments are being made based on the feedback from the classes held at symposium. The three-hour blocks of video has been broken down into three chapters. They are now called modules 1a, 1b and 1c. Dave is taking on an additional module that includes in-depth professional communication and Paul	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	<p>is getting the instructor manual done. Bob and Chris has been working on the homework information. Paul stated that he has started working on the outline of the manual. It will be similar to Fire Programs' manual. He should have something by the next meeting. As for class offerings, we have had a request from Caroline County Fire & EMS School. We are going to try it. I hope that in June, the Rescue College will be able to do another one. The goal is to come out of the Pilot phase by August. We have also been discussing whether to keep the class structure the same (2 days) or to break it up into 4 four-hour classes in the evening. This may work out better for the volunteers.</p> <p>The logos for EMS Officer and Standards of Excellence were edited based on the recommendations at the last meeting. Chris distributed them to the committee. There were no further suggested changes.</p>	
Standards of Excellence Workgroup – Chris Vernovai:	<p>There are a number of revisits coming up. We also have three new visits scheduled. That would make ten SoE agencies and we expect a lot more agencies to join as we continue to spotlight it. More information can be found on the OEMS website under Community Health and Technical Resources and then the Leadership and Management tab.</p> <p>Dave stated that Chesterfield EMS is planning to become a SoE agency.</p>	
VA Recruitment & Retention Network- Dave Tesh:	<p>The VA R&R Network met in November at the EMS Symposium. It went very well. The next meeting is scheduled in conjunction with the Virginia Fire Chiefs Conference in Virginia Beach on Saturday, February 23.</p>	
Unfinished Business:	<ol style="list-style-type: none"> a. Keeping The Best Toolkit No update. b. EMS Provider Survey We received an answer from the Attorney General's office and everything was approved. The survey will be sent out with Survey Monkey. The committee discussed adding the provider certification numbers as well to the survey. c. EMS Credentialing – Chris Vernovai This was discussed at the last meeting. The Office of EMS has decided not to pursue this. The main thing that we want to get out is the education and the ability for the agencies to get the training and survive. We are not taking on the NEMSMA credentialing part. 	<p>Chris will add provider certification numbers to the survey.</p>
New Business:	<p>Dreama Chandler mentioned that years ago, the State Workforce Development manager or director attended a few of our meetings. She was very interested in what we do, so if we could reach out to her again, it might be helpful. She stated that they have reached out to Bubby Bish at Southside Emergency Crew and they are facilitating an EMT class through them. Dreama will send Chris more information on this.</p> <p>The Community College Workforce Alliance is also interested. More information will be sent to Chris.</p> <ol style="list-style-type: none"> a. State EMS Plan – Chris Vernovai Chris and Tim have gone through and made notes for what pertains to this committee. The committee went through the action items of the State Plan. They discussed item 1.1.1 and 1.1.2 which was mostly language clean up. The committee discussed educational challenges of both volunteer and career agencies and the degree aspects of not being able to teach. They also discussed action item 3.2.16 concerning military EMS provider transition. <p>Chris also suggested more exposure to the OEMS career-posting site that is offered. There are usually a few job</p>	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	<p>postings by Life Care or Augusta County, but we need to get this out so that more agencies can utilize it. Chris also mentioned item 2.1.3., they added “utilize demographic data to promote diversity in the EMS workforce”. This is directly related to the survey. The information that we obtain will greatly help with identifying gaps in diversity. The committee would like to see Regional Council engagement as well as VAGEMSA and other organizations push out the surveys to get as much participation as possible. Valeta wants to include military service to the survey if it is not already there. Chris will send this question to the AG’s office to get approval. It was suggested to include active duty or former active duty or reservist.</p> <p>A committee member asked where the career/job opportunity page is on the OEMS website. It is under Community Health and Technical Resources and then under Recruitment and Retention. There you will need to click on EMS Employment/Volunteer Opportunities. It was suggested to share this link on the Council webpages as well. It needs to be easier to find on the OEMS website. Chris agrees.</p> <p>Chris continued to review the State Plan changes to include wording.</p> <p>Chris and Dave discussed a network of best practices such as bylaws and SOPs as well as model job descriptions.</p> <p>Chris asked the committee to send changes to him or Tim about the EMS State Plan.</p> <p>b. Data/EMS Provider Shortage – Valerie Quick Valerie would like to see vacancy data concerning the EMS shortage in Virginia. The committee discussed this issue. They also talked about the recertification rate and whether it shows a downward trend. Another data point is how many people are being certified in the State each year. They also discussed EMS vs. Paramedicine.</p>	<p>Chris will add military service to the survey.</p>
Public Comment:	None.	
Adjournment:	<p>The next meeting is May 2, here at the Embassy Suites.</p> <p>The meeting adjourned at approximately 11:41 a.m.</p>	<p>2019 Meeting Dates: August 1 November 8 (Norfolk) Times and locations to be determined at Symposium.</p>