

EMS Emergency Management Committee Meeting
OEMS, 1041 Technology Park Drive, Glen Allen, VA
October 25, 2012
10:00 a.m.

Members Present:	OEMS Staff:	Guests:
Steve Ennis , VSFA	Winnie Pennington	James Keck, VCU – Wilder School
Bob Mauskopf , VDH, Office of Emergency Preparedness	Wanda Street	Akosua Muhammed, VCU – Wilder School
Judy Shuck , Metropolitan Medical Response System (MMRS)	Jim Nogle	Joshua Ronk, VCU – Wilder School
Melinda Duncan , Northern VA EMS Council	Karen Owens	
Mike Player , Virginia Fire Chiefs Association/VA -1 DMAT		
Bobby Bish , VAVRS		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to order:	The meeting was called to order by Mr. Jim Nogle at 10:07 a.m.	
Review & Approval of the July 26, 2012 minutes:	A motion was made to review and approve the minutes. The motion was moved by Bob and seconded by Steve. The minutes were approved as submitted.	The minutes were approved as submitted.
Introduction of Guests and Committee Members:	Everyone around the room introduced themselves.	
Committee Chair Report:	No report. As of now, the committee does not have a Chair.	
Committee Member Reports:	<p>Mike Player – VA-1DMAT was deployed to New Orleans in response to Hurricane Isaac. The team of 50 left on August 27 to Houston, TX and went to New Orleans from there. FMS operations ended on September 5, Acute and Emergency Operations ended on September 6 and final team members returned on September 7. The team is on call starting November 1.</p> <p>Bob Mauskopf – The State EOC is on standby for Emergency Support Functions starting Friday night in preparation for Hurricane Sandy. Inauguration planning has begun. The ambulance contract subject has also come up. There is an upcoming meeting with the ESF 8 teams at the federal and state levels. Fairfax EOC will host a multi-agency coordination center for the Northern Virginia region.</p> <p>Division of Emergency Operations Quarterly Report:</p> <p style="text-align: center;"> Quarterly Report November 2012.docx</p>	

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<p>COOP Planning Presentation:</p>	<p>Winnie stated that since the last meeting in July, a COOP workgroup was created consisting of Winnie, Bob, Judy, and Jack King. Jack suggested getting James Keck involved and he assigned some of his grad students to work on the project.</p> <p>The graduate students of VCU, L. Douglas Wilder School of Business, have prepared a presentation which assists in developing a Continuity of Operations Plan for EMS agencies. Below is the presentation and the COOP Checklist Document to be completed by each licensed EMS agency.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  COOP Needs Assesment for EMS A </div> <div style="text-align: center;">  COOP Checklist Document for EMS A </div> </div> <p>The document will be available via Drop Box. Winnie will set this up.</p> <p>It was suggested to bring this document down to a more basic level of questions. Some other suggestions include an overview explanation of what the document is which explains what a COOP plan is and to include a glossary of terms.</p> <p>The committee also mentioned personal continuity for the agency staff's family members and pets. Should this be included or at least mentioned? What about, "Who is next in charge if staff is incapacitated/injured, etc.?"</p> <p>It was also suggested to separate Business functions from the Operational functions.</p> <p>Judy suggested thinking about the volunteer agencies and start with yes or no questions. She thinks that the method should be very basic.</p> <p>The grad students have done an excellent job at creating a document that can be edited to make it functional for all types of EMS agencies.</p> <p>The Office of EMS will get back the students in about two weeks; meanwhile the students will work on the suggestions given today.</p>	
<p>Old Business:</p>	<ul style="list-style-type: none"> • Follow-up Committee Membership There was going to be a letter sent to the Advisory Board, but it has not been submitted. • Update on bariatric ambulance information (revisit) With no Chair, nothing has been done on this. • 2-1-1 EMSAT process Right now Terry has a schedule of EMSATs that he is working on. More information on this will be forthcoming. 	

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	<ul style="list-style-type: none"> • Strategic Planning – Promoting COOP Planning for EMS Agencies This item was discussed above after the presentation. • Triage Tags Karen said that since the new EMS Regulations have taken effect, Henrico County has realized that they need 1,200 tags. Karen will contact the previous vendor today who still had a large quantity of tags. The printing contract that OEMS had has ended. The tags will need to be ordered the same as they were or modified very quickly at a cost effective manner. The main problem is the waterproof paper. Karen will keep everyone updated on this. 	
New Business:	<ul style="list-style-type: none"> • Setting meeting dates for 2013 January 24, April 25, July 25, October 24 • Other Judy mentioned that she had never seen a triage tag that smeared. She had one that was used during an exercise on a sunny day at Christopher Newport. The other thing during the exercise was that straps were not attached to the backboards and mock patients were moved without the straps. They will reattach the straps and try to stack them in the same space. They also learned that they need more patient movers, because more patients can be moved in less time. Dr. Remley has resigned from her position of Commissioner of VDH. Dr. Dempsey is the Acting Commissioner. Dr. Marissa Levine is the Acting Chief Deputy. The Commissioner’s position is appointed by the Governor. 	
Other Comments/Questions:	None.	
Next Scheduled Meeting:	The next meeting will be January 24, 2013 at 10 a.m.	
Adjournment:	The meeting adjourned at approximately 11:21 a.m.	