

**EMS Emergency Management Committee Meeting**  
**Virginia Office of EMS**  
**Courtyard Marriott**  
**10077 Brook Road, Glen Allen, VA 23059**  
**February 6, 2014**  
**10:00 a.m.**

<b>Members Present:</b>	<b>Members Absent:</b>	<b>OEMS Staff:</b>	<b>Guests:</b>
<b>David Hoback</b> , Chair	Bob Mauskopf, Excused	Winnie Pennington	Jenny Smock, VDH
<b>Melinda Duncan</b> , Northern VA EMS Council	Mike Player, Excused	Karen Owens	Jackson Baynard, Henrico County Fire
<b>Judy Shuck</b> , HRMMRS/TEMS	Steve Ennis, Excused	Wanda Street	
<b>Sam Dahl</b> , Northern VA EMS Council	Adam Galton, VSP	Gary Brown	
<b>Bryan McRay</b> , Member-at-Large RAA	Spence Campbell, VEMA		
<b>Morris Reece</b> , VHHA	Easton Peterson, Fairfax Co.		
<b>Bubby Bish</b> , VAVRS			
<b>Jack King</b> , VDEM			

<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 10:00 a.m. by the Chair, David Hoback.	
<b>Review &amp; Approval of the November 6, 2013 minutes:</b>	A motion was made to review and approve the minutes. Judy inquired about the question and sentence on page 2 under Presentation beginning with “Why use this system?” The committee agreed to strike this question and the sentence that follows it. The motion was moved by Judy Shuck and seconded by Bubby Bish. The minutes were approved with the change.	<b>The minutes were approved with the noted change.</b>
<b>Introduction of Guests and New Committee Members:</b>	Everyone around the room introduced themselves. Sam Dahl will be replacing Melinda Duncan who will be retiring the end of this month. Mr. Hoback welcomed Sam and congratulated Melinda on her retirement.	
<b>Committee Chair Report – David Hoback:</b>	Mr. Hoback allowed Jackson Baynard to do his presentation before giving the chair report. David reported that the committee should move forward with the Mutual Aid Net project. He feels that the Emergency Medical Services, Fire and Police could benefit from it tremendously. The cost aspect is also a plus because it is fairly inexpensive. It is recognized by the federal government and is also on the national model of incident management programs.	
<b>Committee Member Reports:</b>	<p><b>Patient Tracking – Jenny Smock</b></p> <p>Jenny has been working with the patient tracking workgroup since the summer and they have looked at two patient tracking systems and honestly, they are stuck. (see attachment below)</p> <p></p> <p>Patient Tracking System Review Criter</p> <p>Jenny appreciates Winnie and Karen’s comments below about the Patient Tracking Position Paper. She explained the differences in the two tracking systems. SiteVision costs a lot less and there is no cost for training. Triage tags can be used and the hospital would have to key in the triage tag number. This would get</p>	

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	<p>the patient tracking information back to VHASS. She is also very interested in knowing more about the VPHIB system. Karen stated that the tags are sometimes thrown away at the hospital and not entered into the system. The hospitals would need more guidance and training in entering the triage tag information. Maybe later electronic tracking would be great, but for now paper tracking is working fine. Judy Shuck explained how their system works in the Hampton Roads area. She spoke about electronic connectivity problems in remote areas and how the triage tags have replaced the PPCR forms. Their hospitals use the information from the tags. Jenny said that the VHASS system will undergo major upgrades this year. Judy asked if a demo could possibly be given on the VPHIB and also a demo of the JPATS system (Joint Patient Assessment Tracking System). It will be good to have awareness of different systems.</p> <p>David Hoback also keyed in on the fact that in his past experiences, the triage tag were often thrown away in a bio hazard bag during a traumatic event. The other thing is the system needs to be basic and simplistic.</p> <p>Jenny appreciated all of the feedback and will take this information back to the workgroup. She also mentioned that during a Healthcare Coalition Conference in New Orleans, they talked about electronic patient medical records. There is an ambulance system in Indianapolis where the EMT gets an abstract of the patient record as they are going to the hospital. She doesn't know much about how this works, but feels that electronic patient records will soon be headed to the forefront.</p> <p><b>School Safety Best Practices – Mike Player</b> Mike was not in attendance to give his report.</p> <p><b>COOP - Winnie</b> COOP slides and other COOP documentation was handed out to the committee. Winnie asked for comments and feedback on any of the documents. Judy suggested that Winnie is added as a point of contact for COOP at the end of the slides and the Regional EMS Councils should designate someone within each Council to assist the agencies with COOP planning. Judy also stated that Emergency Management has several COOP Planning courses online that should be listed. She feels that more information will be needed. Winnie will be teaching this at symposium in November. She also sent proposals to teach at VAVRS, Fire Chiefs and VEMA, but has not had any responses. If there are any other comments or suggestions, please forward them to Winnie at <a href="mailto:winnie.pennington@vdh.virginia.gov">winnie.pennington@vdh.virginia.gov</a>.</p>	<p><b>If there are any comments or suggestions on COOP, send them to Winnie.</b></p>
<p><b>Presentation:</b></p>	<p><b>Mutual Aid Net – Jackson Baynard, Henrico County Division of Fire</b></p>  <p>Mutual Aid Net - Jackson Baynard.pdf</p> <p>This is a resource tracking database used by states to quickly and efficiently request resources. The system currently includes 17 states, about 9,500 agencies, almost 5,000 users and approximately 37, 500 resources. The resources entered should coincide with NIMS resource typing. If more information is needed, Mr. Baynard's contact information is found on page one of the above attachment.</p>	

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<b>Unfinished Business:</b>	<p><b>Governor’s School Safety Initiative Update – Bubby Bish</b>  Bubby reported that the school safety task force sent quite a few bills before the General Assembly, but he has not been tracking them. As you may be aware former Governor McDonnell contributed funding to the mental illness issue. One of the discussion topics was an increase of training for Police, Fire, EMS, school officials etc. about mental illness awareness. They also recommended an increase of resource officers in schools which means more funding, so this was one of the bills that went before the General Assembly. Also, there are bills being presented where a university or college student’s high school records can be obtained if there are mental health problems. The three groups that are working hard on this are the educational training, safety and mental illness groups. Right now there is no School Safety Task force since Governor McDonnell has left office, but letters have been sent to Governor McAuliffe to request that the committee remain intact.</p>	
<b>New Business:</b>	<p><b>Introduction, approval and sending forward of Position Paper for Patient Tracking in EMS</b></p>  <p>Position Paper on Patient Tracking Syst</p> <p>Winnie stated that one of the things that concerned her is the electronic aspect of the tracking system. The volunteer EMS agencies, especially in the rural communities, may not be ready for this type of patient tracking. The paper explains that whatever system is developed, we will consider cost factors for upgrading to electronic records and for training. The committee chair is asked to take this paper to the Advisory Board for their approval. Karen also added that the current VPHIB system that EMS uses has a module for patient tracking and two of the Regional EMS Councils have looked at it, but the cost is prohibitive. The Office has looked at becoming administrators of this system. This way the cost is minimal and it works with the tablets that the providers already have and with smart phones. We want to make sure this does not cause monetary hardship for already struggling agencies. This needs to be a seamless transition.</p> <p>David Hoback said he didn’t think the position paper should go before the board today. It needs to be brought to them beforehand. He asked for feedback on the position paper via email to <a href="mailto:david.hoback@roanoke.gov">david.hoback@roanoke.gov</a> so that he can present this to the Advisory Board prior to the May meeting and ask for approval at the meeting.</p> <p><b>From the Floor</b> None.</p>	<p><b>Send feedback on the position paper via email to <a href="mailto:david.hoback@roanoke.gov">david.hoback@roanoke.gov</a>.</b></p>
<b>Other Comments/Questions:</b>	None.	
<b>Next Scheduled Meeting:</b>	The next meeting will be Thursday, May 8, 2014 at 10 a.m. at the Courtyard Marriott in Glen Allen.	
<b>Adjournment:</b>	The meeting adjourned at approximately 11:25 a.m.	