

**CISM Committee Meeting
Office of Emergency Medical Services
1041 Technology Park Drive, Glen Allen, VA
August 19, 2010
10:00 a.m.**

Members Present:	OEMS Staff:	Guests:
Mary Jones, WVEMS	Karen Owens	
W. Mason Copeland, TEMS/Suffolk Fire	Wanda Street	
Faith Smagalski, PEMS		
Bev Tate, Loudoun Co. Sheriff's Office		
Holly Sturdevant, ODEMSA		
Jane Gibbs, VSP		
Kevin Holmes, Fairfax Co. Police Dept.		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to order:	The meeting was called to order at 10:00 a.m.	
Introductions:	Everyone around the room introduced themselves.	
Review and approval of the minutes from the April 15, 2010 and the June 24, 2010 meetings:	A motion was made to review and approve both of the minutes. The motion was moved by Mason and seconded by Faith.	Both of the minutes were approved as submitted with no further discussion.
Committee Member Updates:	<p>Faith Smagalski – No report.</p> <p>Mason Copeland – Norfolk symposium is coming up and we plan to hold the three day combo class in September as well as the Suicide Intervention class. An intervention was requested on the Eastern Shore last month and a Combo class for the Eastern Shore is planned.</p> <p>Kevin Holmes – Virginia had a Post Critical Incident Stress (PCIS) Management course in June and that was real good for the rural counties. Fairfax had Basic training in May.</p> <p>Jane Gibbs – The PCIS received rave reviews and it was the second year in a row. The coordinator, Patrick Kirtner, has been transferred and VSP will be hiring a new coordinator.</p> <p>Bev Tate – No report.</p> <p>Mary Jones – No report.</p> <p>Holly Sturdevant – No report.</p> <p>Karen Owens, OEMS Report – OEMS has been preparing for the symposium in November. Registration for</p>	

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	<p>the symposium is open and has been since August 2. Currently there are 21 people registered for CISM 303 Taking Care of Our Own... The CISM 301 Individual Crisis... has three people registered and the CISM 302 Suicide class has two. Registration is open until October 1 so encourage everyone to register and get in these courses because if there are under 10 registrants the class will be cancelled. The registration fee is \$189 and an additional \$20 fee for the two and three day CISM courses (301 & 302). There is a request for a course in Leesburg and we are working on holding that after symposium. The Financial Assistance for Emergency Medical Services grant (formerly RSAF) covers CISM training. September 15 is the deadline and funding can be used for CISM courses.</p>	
<p>Old Business:</p>	<p>a. Update on Data Collection Karen is still gathering information on all the teams in the localities. She wants to update the CISM database and be able to make referrals if necessary. Also it would be helpful for teams to work together in certain situations and/or training.</p> <p>b. Learning Goals These are basic course guidelines for determining if the course material will be beneficial for the accredited CISM teams.</p> <p> Suggested General Learning Objectives.c</p> <p>c. Team Accreditation The committee discussed the accreditation information and made a few changes. More discussion to follow at the next meeting.</p> <p> Accreditation Information.doc</p> <p>Karen stated that when the learning goals and accreditation standards have been completed and agreed upon by the committee, they will be released by letter to the Regional Council offices and posted on the OEMS website. The teams will be given ample time to meet the criteria; possibly a year. If they can't meet it within the time frame given, OEMS will want to know the reasons why. The accreditation process may need to be reviewed and/or changed if teams cannot meet the criteria.</p> <p>The committee discussed getting feedback from the intervention/debriefing. How do we get feedback from the person who received assistance? They decided that it was best to see how other nearby states such as West Virginia, North Carolina and South Carolina are collecting the intervention/debriefing feedback.</p> <p>Karen would like to present the learning goals and the accreditation minimum standards to the Advisory Board</p>	<p>Continue to send Karen information on all CISM teams in your localities.</p> <p>Karen will follow up with other states to find out how they collect intervention feedback.</p>

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	at the November meeting.	
Training Discussion:	As Karen stated previously today, funding is available for CISM training. Go to the grant page on the OEMS website for more information. The deadline for submitting the request is September 1, 2010. Notifications are made in December.	
New Business:	<ul style="list-style-type: none"> <li data-bbox="485 355 764 380">a. Team Accreditation <li data-bbox="485 415 606 440">b. Other 	
Additional Comments:	None.	
Schedule Next Meeting:	The next meeting is September 30, 2010 at 10 a.m. at 1041 Technology Park Drive, Glen Allen, VA.	
Adjournment:	The meeting was adjourned at 11:15 a.m.	

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