

**Financial Assistance Review Committee
Glen Allen, Virginia
May 17, 2007
1:30 PM**

Members Present:	Members Absent:	Staff:	
Bob Brown	Brad Ferguson	Gary Brown	Warren Short
Rusty Hundley		Dennis Molnar	Chad Blosser
Wayne Peer		Henry Bosman	Beth Singer
Stuart Smith		Amanda Davis	
Karen Wagner		Linwood Pulling	Audience Members:
		Mike Berg	Dr. Allen Yee, State OMD

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Chairman's Report – Bob Brown	The minutes for our February 8, 2007 meeting.	Minutes from 02/08/2007 approved
Ford Type I & III Chassis Dilemma	Ford will no longer make available the E Series - Type I and Type III ambulances. Letters have been sent out to all agencies from the OEMS on behalf of the EMS Advisory Board Transportation Committee requesting the E series for the 06/06 grant cycle notifying them of the supplier issues and requesting them to make another vehicle choice. Letters were received from 7 of the 14 agencies originally requesting the E series asking for a price adjustment due to price increases from choosing a replacement vehicle. The price will be adjusted for the requesting agencies for a replacement vehicle choice in time for the 5/25 due date for FARC grades.	It was recommended that we increase the ambulance prices across the board by 6 percent. The OEMS grants unit has increased the price list to 6% for vehicle requests effective for the 06/06 grant cycle.
Online submission of grants	We discovered during the June - 2007 grant cycle submissions that if someone had purchased a computer after January 1, 2007, Microsoft had installed "Vista" on these computers. While trying to submit PPCR data to the Office of EMS, some agencies discovered that Vista wasn't compatible with our software. This raises the question about the Consolidated Grant Application Program (CGAP) and whether it is compatible. Due to the incompatibility of VISTA with PPCR and CGAP software, the OEMS is purchasing VISTA boxes to test the software. In the interim the OEMS is recommending that agencies work with their EMS regional councils and retain their hardware purchased prior to 1/07.	Online grant submission will be required for the December - 2007 (September 17 th deadline) grant cycle. OEMS will send out a letter to all EMS agencies making them aware of the mandatory online submission for the upcoming grant cycle and also the possibility of problems with the new computers that have Vista installed on them. OEMS will be testing the software before the fall grant cycle to see if we can make our software compatible with the new computers that have Vista installed on them. Letters were mailed out 6/4/07 to all EMS agencies and

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Operational Medical Director (OMD) Signature on RSAF grants	<p>The Operational Medical Director's signature on an RSAF grant is currently optional. The Medical Direction Committee (EMS Advisory Board), feels that an OMD signature should be required on all grants submitted. If an application has the OMD signature it shows the OMD for that agency is aware of this agency's request. In the past, some agencies have applied for grants, been funded and purchased the equipment only to have the OMD tell them that he/she doesn't want this agency using the equipment. Each region has protocols they must follow and this differs region to region. Some OMD's aren't as accessible as other OMD's and some agencies have had problems with agencies tracking down their OMD's to get their signature. Do we need to have OMD signatures on all requests or just for medical equipment? An OMD is responsible for all of the actions of their agencies including transports, training and equipment.</p>	<p>posted on the OEMS alert box on the website.</p> <p>We will begin requiring OMD signatures on all RSAF grants beginning with the next grant cycle (December - 2007). It is the consensus of this committee that it is better to have an OMD signature on all grants than no OMD signature. OEMS is now requiring all grants to be submitted online and we realize this will create a problem with OMD signatures. We will allow electronic signatures to be submitted with the grants. In the event the OMD is not available to sign their application, we will allow the Regional OMD to sign off on the grant. Any grant submitted without an OMD signature will be disqualified. Signatures may be faxed in, but the OEMS must receive the original signature within 10 working days after the grant cycle deadline.</p>
Transportation Committee	<p>The Ford Type I and Type III chassis dilemma has created a problem with the pricing of new ambulances. The Transportation Committee ((EMS Advisory Board) helps evaluate and review ambulance requests for FARC. The Transportation Committee reviews grants based on certain criteria which include age of vehicle, mileage, number of vehicles and call volume. The Committee does not determine whether a grant should be funded or how much an agency should be funded. FARC will request that the Committee assists with the pricing of ambulances and other requested vehicles for the RSAF grants. Due to the fact that the State Ambulance Contract has expired, assistance with pricing is needed to determine if the funding request is accurate with current pricing. FARC will also request that the Committee expand on the comments section of the grader CD to further explain the grades given to agencies along with the explanation of the Committee's comments of "justified" and "not justified."</p>	<p>Mike Berg, OEMS Program Manager, Regulation and Compliance, will make a request to the Committee to assist with the pricing for the next grant cycle. The Transportation Committee will expand on their comments for the 06/06 grant cycle.</p>
June 7, 2007 Awards Meeting	<p>Western Virginia EMS Council will be hosting their awards banquets on the evening of June 7th, the WVEMS has made a request to ask FARC if the council directors could meet with FARC at 10:00am on the June 7th?</p>	<p>We will meet with the Regional EMS Councils on June 7, 2007 at 10:00 AM and the EMS Reps at</p>

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Awards Meeting Format	<p>The FARC awards meeting has always been open to the public, the question has arisen to the fact that FARC may be opening itself up for liability regarding the grant applications. In most state and federal grant reviews, the grant applications are reviewed by peers or committees and are not open to the public. Most agencies offering grants operate on the premise that the grant application is the plea for funding and those having the best written application or highest need are graded at a higher level. An OAG opinion may be necessary to determine if FARC has the obligation to open the meetings to the public or operate at a closed meeting status. FARC discussed meeting one day instead of two and then either posting or announcing the awards and denials. FARC discussed the best way of doing business to assist the grants process along with the EMS agencies.</p>	<p>11:00 AM. FARC will request an Attorney General's (AG's) opinion on state requirements for meetings open to the public. The awards meeting will be June 7-8 at the Homewood Suites in Innsbrook. The discussion will take place on June 7 and the public comment and announcement of awards will take place June 8.</p>
FARC Member Rotation	<p>FARC will have one member, Rusty Hundley, rotating off FARC effective June 30, 2007. REMS is the next rotation to nominate a member to represent their Council on the FARC effective July 1, 2007 for three year cycle. REMS has nominated three members for the EMS Advisory Board to vote on at the May 18, 2007 meeting.</p>	<p>The new FARC member will be invited to the awards meeting June 7-8. An orientation package will be mailed to the new FARC member detailing FARC responsibilities, meeting dates, and the grants review process.</p>
Grants Unit Update	<p>The OEMS, Grants Unit has received 7-8 extension requests due to the Ford chassis dilemma and 3 modifications for current grantees. The grants unit manager, Amanda Davis presented grant statistics through graphs which detailed the breakdown of RSAF grant funds by EMS regions. The graphs showed the allocation of funding among regional areas, items funded, and funding type. The OEMS, Grants Unit has implemented a notification system for existing grantees that informs the agency of their grant status, amount existing to drawdown and the 60 day period they have left to draw down funding. These notifications are sent 60 days before the closing of the grant cycle.</p>	<p>FARC requested graphs created of Governmental/Career v/s Volunteer v/s Combo agencies along with number of patients by region and per capita.</p>
FARC 2007 Tours	<p>The FARC Spring Tour commenced April 19-20 in the Old Dominion EMS Alliance's region. The OEMS Grants Manager, Amanda Davis, conducted a presentation of the tour that included pictures of the tour, number of EMS personnel for each agency and the grants each agency has been awarded in the past. The FARC tour began at Cartersville Volunteer Rescue Squad in Cumberland County where the staff prepared lunch and conducted a presentation. FARC met several members of the squad, County Administrator, Assistant County Administrator, Communications Engineer, Chairman of the Board of Supervisors and the American Red Cross Director. The second agency visited was Goochland Fire & Rescue, FARC met with the Fire Chief, Eddie Ferguson, and the Deputy Chief of EMS, the County Administrator and several members of this agency. The last agency toured was the Chesterfield Fire Department where FARC met with Dr. Allen Yee, OMD, Chief Paul Mauger and several others. The next morning, FARC concluded the tour at Henrico County Fire and Rescue. The Committee was given a tour of the HazMat, Special Events and Mass Casualties trailers by Battalion Chief Lloyd Runnett. Several members of the Henrico Fire & Rescue's HazMat team conducted a demonstration,</p>	<p>FARC made several suggestions to tour the Peninsulas regional area for the FARC Fall Tour. FARC will request assistance from Don Wilson, the PEMS director and the OEMS program representative Wayne Berry. Linwood Pulling, the OEMS Grants Unit specialist will assist and coordinate to draft the agenda for the Fall Tour.</p>

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	FARC then toured the fire building and communications system.	
Meeting Adjourned 4:40 PM		

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