

**Workforce Development Committee Meeting
Virginia Office of EMS
Richmond Marriott Short Pump
4240 Dominion Boulevard, Glen Allen, VA 23060
August 3, 2017
10:00 a.m.**

Members Present:	Members Absent:	OEMS Staff:	Others:
Jose Salazar , Chair	Rob Lawrence , VAGEMSA		Matt Lawler, Augusta Co. Fire-Rescue
Ron Passmore , Southwest Region	Jim Chandler , TEMS Regional Director		Chad Blosser, CSEMS
Byron Andrews , Fire Services	Ed Rhodes , VFCA/VAGEMSA		
Dreama Chandler , Member-At-Large			
Valeta Daniels , Advisory Board			
Chris Vernovai , Highland Co. VRS			
Dave Tesh , VA Recruitment & Retention Network			

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 the Chair, Jose Salazar.	
Review & approval of the May 4, 2017 minutes:	A motion was made to review and approve the May meeting minutes. The motion was moved by Dreama Chandler and seconded by Chris Vernovai. The minutes were approved as submitted.	The minutes were approved as submitted.
Chair Report – Jose Salazar:	Mr. Salazar will add his report on the topics as the meeting progresses.	
OEMS Report – Tim Perkins:	Tim was not in attendance. No report.	
EMS Officer I Sub-Committee Update – Chris Vernovai:	<p>Chris stated that there were 17 registrants for the class at VAVRS and 14 attended. A few could not make it due to sickness or other issues. Overall, the class went well. However, there are a few tweaks that need to be made to the program. A sub-committee meeting was held last week to work out those tweaks and to prepare for symposium. The symposium course registration is almost full. The maximum is 24 students.</p> <p>Valeta asked if there has been any feedback? Is there a survey at the end of the course? Chris stated that there is a survey and they have received some pretty good feedback and are making changes according to the comments received about the slide narration and other fine tune tweaks.</p> <p>Matt shared his perspective as a student of the class. He feels that the instructors did a great job adapting to their audience. It was sort of a hybrid EMS Leadership class and they took a lot away from it. One of his recommendations was to advertise it better, with a clearer class description. He also suggested that the advertisement should say that it was for the inexperienced, entry-level EMS provider with three years of experience or less in order to get the true target audience.</p> <p>Mr. Salazar stated that they will continue to work on this and appreciates the feedback from Matt. He</p>	

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	also thanked Chris for taking the lead on the EMS Officer I program. There have been some questions about when EMS Officer II will be coming out, but he feels that they are not quite ready to move into EMS Officer II until EMS Officer I has fully gotten off the ground.	
Standards of Excellence Workgroup – Rob Lawrence:	There was no update as Rob Lawrence was not in attendance.	
VA Recruitment & Retention Network – Dave Tesh:	<p>Dave reported that they had a meeting in Blacksburg in June and the topic was Respect and Inclusion in the Workplace. There were only a few people at the meeting, probably due to location and timing. The next meeting is tomorrow at 1:30 p.m. in Hampton, VA as part of the Fire Fighters Conference. The topic will be Best Practices in Recruiting and Retention. He is not sure who the speaker will be. The symposium meeting date and time has changed – it will be Thursday, November 9 from 12 to 1:30 p.m. at the Slover Library, 235 E. Plume Street, Norfolk.</p> <p>Dave and Ron both feel that a career fair should be held at symposium during the lunch hour on Friday or Saturday. Dave will speak with Tim about this.</p>	
Unfinished Business:	<p>a. Keeping the Best! Tool Kit revision – Dave Tesh No class has been scheduled at symposium because they could not find a time slot for it. It is a 3-hour course. Dave is hoping to get a class scheduled in February at the Fire Chief’s Conference at the Beach. The next step would be for Dave and John Bianco to get together and formalize the outline and set up a train-the-trainer session. Dave will speak with Tim and John about getting this set up.</p> <p>The Chair stated that the questions that Valeta put together for the survey got lost in the shuffle. Valeta will send them again to Tim and Jose.</p> <p>As far as the membership vacancies are concerned, Christina Smith of Chesterfield EMS is still interested, per Dave. Dreama will check with VAVRS to see if Kim Craig can fill the VAVRS position.</p>	
New Business:	The biggest agenda item on the Advisory Board tomorrow is the intermediate. What can or will we do when National Registry stops certifying intermediates? There will be no new intermediates, the current intermediates will continue as long as CE is kept up to date.	
Public Comment:		
Adjournment:	The meeting adjourned at approximately 10:34 a.m.	2017 Meeting Dates: Friday, November 10 10 a.m. (Norfolk) Meeting room to be determined.