

**Workforce Development Committee Meeting
 Virginia Office of Emergency Medical Services
 Embassy Suites Hotel
 2925 Emerywood Parkway, Richmond, VA 23294
 May 2, 2024
 10:30 a.m.**

Members Present:	Members Absent:	OEMS Staff:	Others:
Matt Rickman , Chair	Vacant , VAGEMSA	Chris Vernovai	Mike Garnett
Cody Jackson , Commercial Ambulance Association, Vice-Chair	Byron Andrews , VA State Firefighters	Tim Perkins	Kat Fivelstad
David Tesh , VA Recruitment & Retention Network		Chad Blosser	Robert Lipscomb
Derek Fuller , VA Recruitment & Retention Network		Karen Owens	Corey Hucks
Paul Hoyle , At-Large		Devin Chinault	Matt Lawler
John Bianco , At-Large		Wanda Street	R. Jason Ferguson
R. Bruce Stratton , VAVRS			Peppy Winchel
Gene Dalton , WVEMS			
Christina Smith , VACO			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Call to order/Welcome:	Matt Rickman called the meeting to order at 10:30 a.m.	
II. Review and Approval of May's Minutes:	A motion was made to review and approve the February meeting minutes by Cody Jackson with one revision that David Rowe MD should read Dwayne Rowe, seconded by Gene Dalton.	Correction to minutes for Dwayne Rowe, not David Rowe, MD.
III. Introductions:	Everyone around the room introduced themselves.	
IV. Chair's Report- Matt Rickman:	Matt Rickman introduced himself to the committee and provided a brief professional background introduction. Rickman offered Vice Chair Jackson for any report as he has been the interim chair for multiple meetings.	
Vice-Chair, Cody Jackson	Cody Jackson had no official report other than welcoming Matt Rickman to the committee.	
V. OEMS Report:	All OEMS Staff Present: Deferred to report other than items already listed in the agenda.	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
VI. EMS Officer – Chris Vernovai	<p>EMSO1 classes are currently being scheduled for 2024 across Virginia. Mike Garnett, Paul Hoyle, and Chris Vernovai taught EMSO1 at Danville in April. There were 23 registrations with 13 attending and completing the program. There are 2 classes scheduled in May, Tidewater EMS Expo, and Caroline County Fire-EMS School. The June 1-2 Loudoun class that is being led by Larry Oliver with Byron Andrews and Jason Noll is at capacity with 24. Additional classes are being scheduled currently including VAVRS Rescue College, Dale City Volunteer Fire-Rescue. More information will be released as confirmations are made.</p> <p>Since the first class being taught in 2016, there have been 416 graduated from EMSO1. To be eligible to take EMSO2 or EMSO3, students will have needed to of completed the prior level course before advancing to the next level.</p> <p>Cody Jackson asked for the current pre-requisites for students and teaching the program.: <u>Course pre-requisites:</u> Minimum of EMT; NIMS 100, 200, 700, 800; OEMS background check; no corrective actions from OMD, Agency or OEMS. <u>Course composition:</u> Pre-course assignments on Moodle LMS (Learning Management System) which take approximately 8 hours to complete, Classroom sessions of 16 hours or instructor led discussions and activities including role playing scenarios including complex human resource related scenarios for example. <u>Instructors:</u> Typically, students completing the program who the instructors may identify as an instructor potential who are interested in becoming an instructor are asked for their resume and references.</p>	
VIII. Standards of Excellence (SOE): Tim Perkins	<p>There are currently 3 agencies in line for site visits. (Winchester, Botetourt and Virginia Beach) We plan to be gathering a team of reviewers and scheduling visits before the end of the fiscal year.</p> <p>No new applications have been submitted. With the ramping up of SOE we have been working with agencies who have agency of excellence designation to help them go through the process again. The process is voluntary, and we receive inquiries every other week from agencies interested in the process. The OEMS receives inquires regularly about the process and the program.</p>	
IX. Virginia Recruitment and Retention Network – Derek Fuller/Dave Tesh:	<p>Derek Fuller: The committee is working on benchmarks and classes to offer as well as scheduling meetings/classes in conjunction with conferences to offer more recruitment and retention courses. There is discussion about a possible meeting at the VAVRS Rescue College.</p> <p>The committee is working to schedule additional IAFC Recruitment Retention certification courses in Virginia. Concentration if for anyone who is tasked with recruitment and retention efforts in their agency, Chief Officers to entry level memberships.</p>	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
<p>X. Unfinished Business:</p>	<p>A. Keeping the Best (KTB) Tool Kit- Dave Tesh/John Bianco Dave- John Bianco is coordinating an offering at the TEMS Expo May 18, 2024. Both John and Dave will be facilitating the course.</p> <p>There is a need to begin onboarding KTB Facilitators to begin offering the course throughout Virginia. Please attend one of the class sessions if you are interested in being a facilitator to help deliver the program. The TEMS Expo session would be the next opportunity to begin the onboarding process.</p> <p>We are working on formalizing the program. There is a need to put together a workgroup with John Bianco and himself to review the outline of the KTB program and provide input and assist in getting the program into a completed format. The format would be video presentation and assignments on Moodle LMS prior to class.</p> <p>Dave discussed a program called Articulate that may be useful in creating the online portions of the program. Dave will obtain more information about the program and report back to the committee.</p> <p>The Chair asked for a program overview of KTB. KTB was a series of books for corresponding courses. The first book/course was Principles of Retention focusing on four basic principles and how directing energy and focus into those 4 topics. Initially it was an 8-hour program but was refined to a 4 hour facilitated discussion, group exercises, and presentations.</p> <p>John- Provided a brief overview of the additional books including the importance of collecting and evaluating data of staff, (start dates, mentors, advancement, etc.) and explained how it needs to be built upon as the EMSO program has been into an LMS, etc.</p> <p>Tim- The books are now only available virtually on the OEMS website.</p> <p>B. High School EMS Programs Update: Paul Hoyle asked if there was any development on the joint efforts for the Training Certification Committee and WDC on the high school EMS Programs. Paul and Byron had previously volunteered to be part of the discussion of the activities moving forward.</p> <p>Chad Blosser- Through TCC and the Department of Education (DoE) created a workgroup who were invited by the DoE staff, Crystal Stokes who oversees the career and technical education for DoE. There was a draft work product completed but the last 2 meetings, one was canceled, and the second had a poor attendance. There is another meeting scheduled for next Wednesday. Meeting scheduling is currently in</p>	<p>Chad will follow up with DoE to include WDC members, Paul Hoyle, and Byron Andrews on the OEMS-DoE EMS Workgroup.</p>

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	<p>question as to attendees are 9- or 12-month school employees that would be participating. Due to the loss of meeting momentum, the plan for the documents to be ready for the 24-25 academic year is going to be postponed until the 25-26 academic year. Additional discussions continued and Chad stated he will ask DoE to invite Paul and Byron to future meetings to have WDC representation on the workgroup.</p> <p>Jason Ferguson also commented that the recent passage of Senate Bill 627 and House Bill 1087 that will require community colleges in fall 2025 to offer credit classes or offer college classes for career and credentialing to all high school students, additional funding from the community colleges may become available to bring more people into the courses.</p>	
<p>IX. New Business:</p>	<p><u>Registered apprenticeships:</u> <u>Chair Rickman:</u> In the TCC there has been discussion of what is an internship vs apprenticeship in EMS and TCC wants to work with WDC with the apprenticeship concept. The Virginia Works program may offer grant funding to help interject into EMS workforce. Programs could be similar to a journeyman process to create benchmarks for pay increases associated with meeting benchmarks until completion of the apprenticeship to meet the required criteria. One option is the WDC creates a toolkit of best practices for a locality/agency to create a local program and then work with the Virginia Works to get it certified. This would also have a pathway for high school EMT programs to create a youth-based apprenticeship program. Peppy Winchel explained that through the Department of Labor, the EMT apprenticeship would be a year long and Paramedic would be 2 years, which would allow for the training period, for example the current Virginia State Police Earn as you Learn Program. Paul Hoyle commented on his experience in the US Navy utilizing an apprenticeship program with the Sea Bees which offered pathways for post military employment having completed apprenticeship in a specific trade.</p> <p><u>Survey:</u> <u>Chair Rickman:</u> Fitch and Associates has distributed a survey to Virginia's EMS agencies. Chair encouraged agencies to complete the survey to help provide good quality data across Virginia.</p> <p><u>State EMS Plan:</u> <u>Chair Rickman:</u> The State EMS Plan had been approved by the Advisory Board on November 18, 2022 and was pending approval by the Board of Health. The plan had been tabled prior to being presented to the Board of Health. Karen Owens explained that there is an interim plan that is being proposed to the Board of Health as the previous plan approved by the Advisory Board will need to be reevaluated to ensure alignment with the needs and abilities for OEMS. The interim plan was developed by VDH and OEMS leadership and Rachel Stradling, Christopher Lindsay and Dr. Shelton. Derek Fuller had revisited the discussion from the past meeting about the determining of the goals and objectives of the WDC. Discussion found that with the newly introduced Interim State EMS Plan, it would be best to hold off on developing the goals and objectives until further guidance is available.</p>	<p>Chair will attempt to arrange a presentation by the Virginia Works on apprenticeship programs.</p>

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
	<p>Scholarship Program: John Bianco: Initiated a discussion about the current state of the OEMS Scholarship Program and the impact to agencies to recruit and retain staffing through education. The discussion included questions on the comparison of how the Virginia Nursing Scholarship program is funded and administered. Following the discussion, Derek Fuller made a motion for the Workforce Development Committee to support and maintain an EMS Scholarship program. Seconded by Cody Jackson, the motion passed unanimously by the committee.</p>	<p>Chair Rickman will relay to the Advisory Board the WDC support for an EMS Scholarship Program.</p>
<p>XII. Public Comment:</p>	<p>Matt Lawlor offered a comment regarding the discussions about setting goals and objectives for the committee and those are formed from the State EMS Plan. Since the introduction of the Interim State EMS Plan, this will be a discussion item at the coordinators meeting later today and that any direction or support from Chairman Dillard of the Advisory Board will be passed into the WDC Chair and committee.</p> <p>Karen Owens discussed the importance of the inclusion of 911 center staffing for recruitment and retention efforts into the WDC. Devin Chinault (OEMS Communications Specialist) and Amber Moore (OEMS EMD Coordinator) will be available during the meetings to help tie the communications and field staff together in the committee. One of the goals is to include the 911 centers into the centralized job posting site that has been available for fire and EMS agencies in Virginia.</p> <p>Future meeting dates/location are listed on the agenda.</p>	<p>CHaTR & Emerg. Ops will explore options for a centralized process.</p>
<p>XIII. Adjournment:</p>	<p>Meeting was concluded @ 12:15pm.</p>	