

Training and Certification Committee Meeting Minutes

Old Dominion EMS Alliance
7818 East Parham Road, Suite 911 (Basement), Henrico, VA 23294
Wednesday January 8, 2025 – 10:30 am

Members Present

Matt Lawler, Chair
Brian McIntosh, Vice Chair
Kathy Eubank
Jason Ferguson
Chris Kroboth
Matt Rickman
Mike Watkins
Peppy Winchel

Members Absent

Dr. Charles Lane (Excused)
Larry Oliver (Excused)

Staff

Debbie Akers
Cam Crittenden
Wayne Perry
Rachel Stradling (Virtual)
Greg Woods (Virtual)

Guests

Chris Christensen
Donna Galganski-Pabst
Joseph Greer
Heidi Hooker
David Keeler
Greg Neiman
Karen Owens
Gary Samuels
Ryan Scarbrough

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
|--------------------------------|---|---|
| I. Welcome | The Chair, Matt Lawler called the meeting to order at 10:30 AM. | N/A |
| II. Introductions | Everyone around the room introduced themselves. | N/A |
| III. Approval of Agenda | The Committee reviewed the agenda for today's meeting. (Attached). A motion was made by Matt Rickman to approve the agenda. The motion was seconded by Peppy Winchel. All committee members were in favor of the motion. The motion carried. | The agenda was approved as submitted. |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
|--|--|---|
| <p>IV. Approval of the July 10, 2024, minutes:</p> | <p>The committee approved the minutes as submitted. (Attached). A motion was made by Brian McIntosh to approve the minutes dated October 4, 2024. The motion was seconded by Chris Kroboth. All committee members were in favor of the motion. The motion carried.</p> | <p>The minutes were approved as submitted.</p> |
| <p>V. Reports of Committee Members / OEMS Staff</p> | <p>A. Chairman Report</p> <ol style="list-style-type: none"> 1. Chairman Report – Matt Lawler – Advised the committee that Regina McHaffa has resigned from her agency and as the Program Director of a non-VCCS accredited program. She therefore has resigned from TCC. Debbie Akers is accepting resumes of any interested candidates. We hope to have a new member for the April meeting. <p>B. Committee Member Reports</p> <ol style="list-style-type: none"> 1. Medical Direction Committee – Debbie Akers (for Dr. Charles Lane) – The Medical Direction Committee meeting will be held a week from Thursday (January 16, 2025) due to the NAEMSP conference. 2. VAVRS – Kathy Eubank – Nothing to report. 3. EMS Education Coordinators – Brian McIntosh – Nothing to report. 4. EMS for Children – Mike Watkins – Nothing to report. 5. EMS Advisory Board – Matt Rickman – Nothing to report. 6. Regional EMS Council Executive Directors – Peppy Winchel – Peppy spoke about several expos that will be put on by the various councils over the several months. Details are being shared with OEMS to have them posted on the website. 7. Fire-Based Organization – Christopher Kroboth – Nothing to report. | |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
|---|---|--|
| <p>V. Reports of Committee Members / OEMS Staff (Continued)</p> | <p>c. OEMS Reports</p> <ol style="list-style-type: none"> ACE Division Director – Debbie Akers – Debbie reported that the next Education Coordinator Institute will be held later this month in Prince William County. There are 36 seats, and 40 invitations have been sent. There will be an Educator Update on January 31 at 0900. She also advised that there will be an Educator Update at 0800 on February 17th at the Virginia Fire Chief’s Association conference in Virginia Beach. There will be another EC Institute at the Blacksburg Rescue Squad in June and she is working on the remaining dates for the year including an update in September at the VAVRS convention possibly in Virginia Beach, however, the location of the September convention is not solidified currently. Debbie advised that the recert cycle for NREMT is open and they are again accepting the Virginia way for entering CE completion. She continues to recommend that providers keep their Virginia and National Registry transcripts aligned to make the recertification process easier. Providers do have access to their inactive CE reports on their provider portals if they did not keep the CE transcripts aligned. Debbie also advised that the new National Registry BLS Certification Exam will launch on April 7, 2025, and recommends educators review the National Registry provided information and share with their students. | |
| <p>V. Reports of Committee Members / OEMS Staff (Continued)</p> | <ol style="list-style-type: none"> Administration Updates <ol style="list-style-type: none"> Interim Director – Rachel Stradling – Rachel provided an update that the new Director for the Office of EMS has been selected, and she would start on January 27, 2025 Deputy Directors – <ol style="list-style-type: none"> Cam Crittenden – Nothing to report. Greg Woods (Virtual) – Nothing to report. <p>d. OEMS Divisional Updates – No other members present.</p> | |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
|--|---|---|
| <p>VI. Committee Discussion Items</p> | <p>A. Previous Business</p> <ol style="list-style-type: none"> 1. Integration of State EMS Plan with Training and Certification Committee – Matt Lawler noted that, following Regina McHaffa’s resignation, he had anticipated receiving the workgroup documents from Regina prior to the meeting. However, the documents were not provided as expected. He will prepare to report on the workgroup’s activities at the April meeting. 2. OEMS EMS Equipment Inventory – Peppy Winchel inquired as to the status of this inventory. Cam Crittenden advised that they were working on it. 3. Peppy Winchel – Peppy requested an update on the status of the Training Resource Mapping that was discussed in the October meeting. Cam Crittenden has advised that this has not yet occurred and will be working with Debbie Akers and Peppy to begin this process. | <p>Matt Lawler – April meeting report out on State EMS Plan.</p> <p>Cam Crittenden – April Meeting report out on OEMS EMS Equipment Inventory status.</p> |
| <p>VII. New Business</p> | <p>A. New Business:</p> <ol style="list-style-type: none"> 1. Governor’s EMS Advisory Board (EMSGAB) – November meeting prompted discussion and directions to the EMSGAB membership and committee structure. Discussion followed regarding TCC, Workforce Development, and Provider Health and Safety Committees regarding tasking, overlap, and feasibility of merging two or more of these committees. TCC consensus was to maintain TCC as an individual committee of the EMSGAB. 2. Future of EMS Education in Virginia – Workgroup formed from members of TCC, MDC, and other designated stakeholders to review and answer two key questions posed by the EMSGAB Chair, Kevin Dillard, and the Virginia Department of Health, Christopher Lindsay. <ol style="list-style-type: none"> a. Question 1: What type of education should OEMS provide, whether that be continuing education, certification, or both? | |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
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| | <p>b. Question 2: Should OEMS use a centralized approach or utilize regional councils to deliver training, or would a combination approach be most beneficial?</p> <p>c. Matt Lawler discussed the DRAFT document completed by the workgroup and opened the floor for committee and public questions and comments. Additional discussion occurred and information will be taken back the workgroup.</p> <p>3. EMS Education Coordinator Recertification Examination – Debbie Akers requested the formation of a virtual workgroup to assist with reviewing the existing examination for validity, applicability, and question updating. Workgroup has been formed with Brian McIntosh serving as the workgroup chair. In addition to Brian McIntosh, members of the workgroup include Dan Coughlin, Greg Neiman, Jessica Goodman, Joseph Greer, Donna Pabst-Galganski, and Chris Christensen. More information will be shared with the workgroup members from Debbie.</p> | |
| VIII. Public Comment | <p>A. Public Comment:</p> <ol style="list-style-type: none"> 1. None | |
| IX. Dates for 2025 Meetings | <p>A. Scheduled dates:</p> <ol style="list-style-type: none"> 1. April 2, 2025 2. July 9, 2025 3. October 1, 2025 | <p>April 2025 meeting will be held at ODEMSA (Parham Rd).</p> |
| X. Adjourn | <p>The meeting adjourned at 12:47 PM.</p> | <p>N/A</p> |

Respectfully submitted by: Brian P. McIntosh
Vice Chair / Recording Secretary



COMMONWEALTH of VIRGINIA

Department of Health

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Training & Certification Committee

Wednesday, January 8, 2025 – 10:30 AM

Old Dominion EMS Alliance
7818 East Parham Road
Suite 911 (Basement)
Henrico, VA 23294

See this link for directions: <https://shorturl.at/krZ06>

Meeting Agenda

- I. Welcome
- II. Introductions
- III. Approval of Agenda
- IV. Approval of Minutes from July 10, 2024 meeting.
- V. Reports of Committee Members
 - A. Reports of Committee Members
 1. Chairman Report
 2. Medical Direction Committee
 3. Committee Members
 - B. Office of EMS
 1. Division of Accreditation, Certification & Education (ACE)
 2. Administration Updates
 - a. OEMS Leadership
 3. OEMS Divisional Updates - Other Office Division Directors
- VI. Committee Discussion Items
 - A. Previous Business
 1. Integration of State EMS Plan with TCC – Regina McHaffa / Matt Lawler
 - B. New Business
 1. TCC/MDC Workgroup – Future of EMS Education in Virginia – Matt Lawler

VII. Public Comment

VIII. Quarterly Meetings

A. 2025 Quarterly Meetings

1. January 8, 2025
2. April 2, 2025
3. July 2, 2025
4. October 1, 2025

IX. Adjourn

**Attachment A to the
January 8, 2025**

**October 2, 2024
Meeting Minutes**



Training and Certification Committee Meeting Minutes

Old Dominion EMS Alliance
7818 East Parham Road, Suite 911 (Basement), Henrico, VA 23294
Wednesday October 2, 2024 – 10:30 am

| Members Present | Members Absent | Staff | Guests |
|---|-------------------------------|---|---|
| Matt Lawler, Chair Kathy Eubank Dr. Charles Lane Regina McHaffa Brian McIntosh Larry Oliver Matt Rickman Mike Watkins Peppy Winchel | Christopher Kroboth (Excused) | Mohamed Abbamin Debbie Akers Michael Berg Amanda Loreti Ron Passmore Rachel Stradling Scott Winston | Sandra Bailey Bubby Bish Chris Christensen Matt Cowherd Donna Galganski-Pabst Terrence Graves Paige Greene Heidi Hooker Joann King Michelle Ludeman Megan Middleton Michael Player Ryan Scarbrough Robert Snapp Matt Snyder Adam Warwick |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
|--------------------------|--|---|
| I. Welcome | The Chair, Matt Lawler called the meeting to order at 10:30 AM. He gave a special presentation regarding the loss of William “Bill” Akers, a member of the Training and Certification Committee and pillar of Virginia EMS Education. He thanked Debbie for setting up a small memorial where Bill would have been sitting. He then thanked ODEMSA for hosting the meeting for OEMS. | N/A |
| II. Introductions | Everyone around the room introduced themselves. | N/A |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
|--|--|---|
| <p>III. Approval of Agenda</p> | <p>The Committee reviewed the agenda for today’s meeting. (Attached). A motion was made by Larry Oliver to approve the agenda. The motion was seconded by Regina McHaffa. All committee members were in favor of the motion. The motion carried.</p> | <p>The agenda was approved as submitted.</p> |
| <p>IV. Approval of the July 10, 2024, minutes:</p> | <p>The committee approved the minutes as submitted. (Attached). A motion was made by Peppy Winchel to approve the minutes dated July 10, 2024. The motion was seconded by Dr. Charles Lane. All committee members were in favor of the motion. The motion carried.</p> | <p>The minutes were approved as submitted.</p> |
| <p>V. Reports of Committee Members / OEMS Staff</p> | <p>E. Chairman Report</p> <ol style="list-style-type: none"> 1. Chairman Report – Matt Lawler – Matt had no report from the Advisory Board meeting. He expressed his appreciation of Brian McIntosh standing in at the August meeting in his absence to present the TCC report to the Governor’s Advisory Board. <p>F. Committee Member Reports</p> <ol style="list-style-type: none"> 1. Medical Direction Committee – Dr. Charles Lane – Dr. Lane reported that he took the previous TCC discussion regarding EMS education and psychometric verification integrity to the Medical Direction Committee (MDC). MDC has agreed to establishing a joint task force with TCC to work towards a solution in ensuring quality EMS education and psychometric testing. 2. VAVRS – Kathy Eubank – Nothing to report. 3. VAGEMSA – Larry Oliver – Nothing to report. 4. EMS Education Coordinators – Brian McIntosh – Nothing to report. 5. Non-VCCS Accredited Programs – Regina McHaffa – Regina reported with the recent changes in staffing and the scheduling challenges, the planned State EMS Plan meeting did not occur. She hopes the meeting will be complete prior to the next TCC meeting. 6. EMS for Children – Mike Watkins – Mike reported that EMS for Children met in August to discuss standards for safe transport of patients as well as working on other resources for patients with disabilities. Mike also reported that they are reconciling the EMS Pediatric Survey. | <p>N/A</p> |

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|--|---|---|
| <p>V. Reports of Committee Members / OEMS Staff (Continued)</p> | <p>7. EMS Advisory Board – Matt Rickman – Matt reported Workforce Development received a presentation from Virginia Works regarding the EMS Apprenticeship Program. Good information was shared to include funding sources. Planning an additional update at the next TCC meeting.</p> <p>8. Regional EMS Council Executive Directors – Peppy Winchel – Peppy spoke about several expos that will be put on by the various councils over the several months. Details are being shared with OEMS to have them posted on the website.</p> <p>9. Fire-Based Organization – Christopher Kroboth – Not Present (Excused)</p> <p>G. OEMS Reports</p> <p>1. ACE Division Director – Debbie Akers – Debbie reported that we added 30 new Education Coordinators from an EC Institute conducted last week in Virginia Beach. She also reported that we have 282 EC Candidates, with 65 successfully completed their hours requirements and 24 are ready for the invitation to the next institute. The deadline for the next institute is December 13. She will be working on the 2025 institute and update calendar next week. Debbie advised that there is an update at VPCC (Williamsburg) on Friday and the last update for 2024 will be held at the SW Higher Ed Center in Abingdon on December 7.</p> <p>Debbie advised that the recert cycle for NREMT is open and they are again accepting the Virginia way for entering CE completion. She will have the update to the Virginia Quick Guide posted on Monday. She also advised the NREMT is allowing CAPCE courses to be automatically updated to provider accounts. She has asked all 3rd party vendor to not do that as it has negative effects on your transcript. She advises that any providers that have completed this import should zero out the classes and utilize the Quick Guide for NREMT recertification.</p> <p>Debbie also advised the committee that the High School EMS Program document we approved last meeting was subsequently approved by MDC; however, it remains with VDH for a final review before going to the EMSGAB in November.</p> <p>2. Administration Updates</p> | <p>N/A</p> |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
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| <p>V. Reports of Committee Members / OEMS Staff (Continued)</p> | <p>a. Interim Director – Rachel Stradling – Rachel provided an update on the recruitment of the OEMS Director. They have received 75 applicants. A written exercise has been given to the successfully screened candidates with an expected start to interviews in mid-November. The projected onboarding timeframe will be January 2025. Rachel also advised that they are working to recruit for ACE Division and a Program Rep for Northern Virginia. Rachel provided an update on procurement processes currently underway. She advised that the Office of EMS can no longer support the electronic Patient Care Report system and will be asking for support from TCC for a special initiative grant funding request to the EMSGAB to fund non-profit agencies for 12 months to allow these agencies to work to self-fund their ePCR platform. A motion was made by Matt Rickman “To support the Office of EMS with a special initiative grant funding through the RSAF process to allow agencies to apply for and procure their own ePCR platform, so as long as it is forward facing with the state procured repository for reporting and objectivity.” This motion was seconded by Peppy Winchel. All members were in favor of the motion and the motion carried. She also advised that the Office was in contract negotiations with Vector Solutions to move the contract from the regional councils back to the state. The current contract expires in November; however, she wanted to make the committee aware that there could be an interruption in service as they navigate VITA requirements. Rachel provided programmatic updates as well to include the EMS Scholarship program, the JLARC report, OEMS structuring, the planned move of the Office to Madison Building, and the current contractual process with the State Medical Director.</p> <p>3. Deputy Directors –</p> <p>a. Cam Crittenden – Deputy Director of Trauma and Administration – Not present.</p> <p>b. Dr. Karen Owens – Deputy Director of Operations – Not present.</p> <p>c. Scott Winston – Deputy Director of Compliance and Education – Scott provided an update on Chapter 32 Regulatory review process; it is currently in Phase II. Scott also provided a legislative update regarding HB1309, HB1259, and HB933. The EMSGAB has established a committee to evaluate HB1309</p> | <p>A motion was made “To support the Office of EMS with a special initiative grant funding through the RSAF process to allow agencies to apply for and procure their own ePCR platform, so as long as it is forward facing with the state procured repository for reporting and objectivity.” The motion carried.</p> |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
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| <p>V. Reports of Committee Members / OEMS (Continued)</p> | <p>and provide a report to the EMSGAB. HB1259 was left in committee; however, good conversations have occurred with the Medical Society of Virginia regarding the Safe Haven program and how we could do something similar for our EMS providers. HB933 was passed and has directed all providers affiliated with an EMS agency to complete training regarding patients with Alzheimer’s disease and dementia. A discussion regarding the necessary training occurred and the committee was advised that all Virginia approved 3rd party CE providers have training that meets the intent of HB933 and can be used as such.</p> <p>H. OEMS Divisional Updates – Other Division Directors</p> <ol style="list-style-type: none"> 1. EMS for Children – David Edwards – Not present 2. Regulation & Compliance – Ron Passmore – No report. 3. Trauma & Critical Care – VACANT 4. Informatics – Not present. 5. PIO – Marian Hunter – Not present. | <p>N/A</p> |
| <p>VI. Committee Discussion Items</p> | <p>B. Previous Business</p> <ol style="list-style-type: none"> 4. Integration of State EMS Plan with Training and Certification Committee – Regina McHaffa – Already reported out in Committee Report. Nothing further to add. | <p>N/A</p> |
| <p>VII. New Business</p> | <p>B. New Business:</p> <ol style="list-style-type: none"> 4. TCC/MDC Workgroup to Review Education – Dr. Charles Lane – Already reported out in Committee Reports. Nothing further to add. 5. Revision to Auxiliary Program Worksheet – Brian McIntosh – Brian presented a revised Standardized Course CE document that provides a breakdown of authorized CE for | |

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| | <p>standardized courses, initial and refresher, with a clear delineation of pediatric hours for each course. A motion was made by Larry Oliver to accept the document as presented. This motion was seconded by Regina McHaffa. All members were in favor of the motion and the motion carried.</p> <p>6. Non-agenda New Business – Peppy Winchel – Peppy discussed a need for training integration across public safety agencies and partners. A discussion occurred identifying training needs and resource map across Virginia. A motion was made by Brian McIntosh requesting the Office of EMS determine the training needs and resources mapping of our current public safety agencies. This motion was seconded by Regina McHaffa. All members were in favor of the motion and the motion carried.</p> <p>7. Non-agenda New Business – Peppy Winchel – Peppy asked OEMS the status of the training equipment utilized at the EMS Symposium. Rachel Stradling advised that an inventory was ongoing. Peppy asked about the availability of the materials to be used by ECs, agencies, and councils. Rachel advised that they were working on a plan for an equipment library or the ability of agencies to procure the items through the state procurement process.</p> <p>8. Discussion of 2025 Meeting Dates – Matt Lawler – Only change of note is July 2025 should be July 9, 2025, instead of July 2, 2025 to accommodate for July 4th holiday.</p> | <p>A motion was made “To accept the document as presented.” The motion carried.</p> <p>A motion was made “To request the Office of EMS determine the training needs and resources mapping of our current public safety agencies.” The motion carried.</p> <p>OEMS: Update schedule on website</p> |
| <p>VIII. Public Comment</p> <p>VIII. Public Comment (continued)</p> | <p>B. Public Comment:</p> <p>2. Ryan Scarbrough (ODEMSA) - Ryan provided two questions. Question 1 regarding EMS Scholarship funds not disbursed to approved students. Rachel asked for a list so an investigation could be completed, and appropriate actions taken. Question 2 regarding funding for EMS Education Coordinators to conduct training for providers. Rachel advised that the Office was looking at ways to bolster training opportunities and what funds may be available for that.</p> <p>3. Adam Warwick (ODEMSA) - Adam discussed the statistical data and the data sets provided to Fitch were needed for proper peer review. Adam requested the support of this committee to request the raw data provided to Fitch for analysis. A motion was made by Peppy Winchel to request the data sets provided by OEMS that were used in the Fitch report. The motion was seconded by Regina McHaffa. All members were in favor of the motion and the motion carried.</p> | <p>A motion was made “To request the data sets provided by OEMS that were used in the Fitch report.” The motion carried.</p> |

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
|------------------------------------|---|--|
| | | |
| IX. Dates for 2025 Meetings | B. Scheduled dates: <ul style="list-style-type: none"> 4. January 8, 2025 5. April 2, 2025 6. July 9, 2025 7. October 1, 2025 | January 2025 meeting will be held at ODEMSA (Parham Rd). |
| X. Adjourn | The meeting adjourned at 11:47 AM. | N/A |

Respectfully submitted by: Brian P. McIntosh
Vice Chair / Recording Secretary

Approved by consensus on 08 January 2025