



**BREMS Board of Director's Meeting **DRAFT** Minutes**  
**Thursday, September 17, 2020; 3:00 pm**  
**Conference Call**

In Attendance

Janet Blankenship  
Michelle Turner  
Robert Lipscomb  
John Boon  
R. Bruce Stratton  
Samuel A. Bryant  
Jason Ferguson  
Wendy Wilcoxson, MD  
Susan Walton  
Peter O'Brien, MD  
Jeff Tanner  
Leonard Cohen, MD  
Mary Kathryn Allen

Visitor's In Attendance:

Scott Winston, OEMS  
Chris Vernovai, OEMS

Members Absent:

Susan Walton  
Peter O'Brien, MD  
Tim McConville  
Holly Hogan

President Janet Blankenship called the conference call to order at 3:00 pm. Mary Kathryn completed roll call. Janet welcomed Scott Winston and Chris Vernovai, from OEMS, on the conference call.

The meeting minutes were reviewed. Michelle Turner stated on the June 10<sup>th</sup> meeting minutes, page 3, last paragraph, there was a typo ("rage" should be "rate"). Motion was made by Bruce Stratton, seconded by John Boon to approval the meeting minutes with the correction on page 3. Meeting minutes approved unanimously.

Janet Blankenship presented the quarterly Treasurer's Report and asked the Program Manager to review the with the Board. No questions were asked. Michelle Tuner, seconded by Bruce Stratton, made a motion to approve the Treasurer's report. The report was approved unanimously.

President Janet Blankenship gave the Chair Report

Chair Blankenship stated EMS leadership were no longer doing the public safety conference calls on COVID-19. Chair Blankenship stated she did not have any other business and would have the Program Manager and Dr. Wilcoxson give updates.

Program Manager's Report

- Mary Kathryn discussed the transition between BREMS and OEMS. Updated the BOD on the real estate RFP. OEMS waiting to hear about possible locations from the RFP and will notify BREMS when they have more information. The Performance Improvement position is still with the SBS. Adam Harrell and Scott Winston are reaching out to SBS on our PI position and hope to have an update and information soon on the reclassification and recruitment of this position.

The Board discussed selling items owned by BREMS to complete the transition- the CTS van and the Tahoe. Only state employees can drive the VDH/OEMS vehicles and we are still waiting to hear about CTS in an official manner. Ultimately the board decided to hold off on selling the vehicles. BREMS staff will begin looking through the building and equipment to complete a list of items owned by BREMS.

- Mary Kathryn is still attending the weekly virtual manager's meeting with OEMS staff. There are still weekly and bi-weekly meetings being attended. (Bi-weekly BREMS staff meetings, Bi-weekly OEMS and RDG meeting, and bi-weekly RDG meeting). BREMS has attended normal monthly meetings as well- most are being done virtually.
- Dr. Wilcoxson and Jenn Kersey have been working on CQI and protocols. They have sent schedule of protocol weekly reviews. They are holding a quarterly CQI meeting October 13<sup>th</sup>. They will have room for 24 in person adhering to social distancing guidelines and they will have a call in number for those unable to attend in person.
- Sean Regan has been working with Dr. Wilcoxson on APP and Handtevy. Handtevy has been completed in Lynchburg and Campbell counties. Bedford dates have been set up and he is still working with Appomattox and Amherst on dates. Hoping to have this all completed by October 15<sup>th</sup>.
- Education Educator information is on the BREMS website and BREMS encourages EMS leadership to encourage their EMS Educators to review state information either on our website or on OEMS website.
- Scott Winston, OEMS, updated the Board members on the Legislative Grid.
- Chris Vernovai, OEMS, did not have any other updates to give to the Board outside of the Program Manager's update.

### Update from Regional OMD

Dr. Wilcoxson was on the conference call but her internet made it hard to understand while she was speaking. She sent a follow up email to the Board and this information is below.

- CQI - Two downfalls of basing education and protocols on failures include not getting to see what people are doing well, and having to wait for a crisis before acting. Therefore, Jenn and I have been working on developing 2-4 critical points for each protocol (AKA Benchmarks) and then identifying data already being documented in PCRs (AKA data points) to monitor how well we are meeting those benchmarks. These data points together will provide a dashboard that I anticipate will let us identify trends early (both good and not so good). The quarterly CQI Committee meetings will review these trends and recommend actions as needed to keep us strong. The CQI Committee meeting minutes will be shared as they already are; this should be a transparent process. Initially we will report data as a Region; eventually I hope we can get to the point of reporting at the locality and agency level since this will let us identify high-flyers and share their tactics. The CQI Committee members will shortly get much more information on this, and the next meeting (October 13th) will focus on discussing our plan and beginning implementation. Please let me know if any of you would also like to receive those materials. In addition, the Committee meetings are open to anyone interested.
- Protocols - Beginning on October 7th, those interested will meet every Wednesday from 3-4:30 to work on a rolling schedule to review all protocols. This will be in person and virtually. Also, anyone may call, email, text or otherwise send comments in advance of the meeting. Once a draft of any changes are complete, the protocol will be posted on the BREMS website in an area Jenn has prepared, so that there can be final comments before I approve it. The current schedule encompasses roughly a year to complete this. I emphasize that this process is open to all; we have many providers in this Region with unique strengths, and it is my goal to make the most of them.

### New Business

- Mary Kathryn discussed the quarterly materials sent to the BOD for their approval-
  - Regional Medication and Restocking Agreement
  - Employee Qualifications
  - Staff and Organizational Information
  - Board of Directors and BREMS subcommittee Members and listings
  - Regional PI plan
  - Quarterly Activity
  - Bruce Stratton, seconded by John Boon, made a motion to approve all the quarterly materials. Approved unanimously.
- Chair Blankenship asked other Board members to think about how they would like to see the structure of the BREMS office. OEMS is still waiting to hear on the other positions requested that will be filled by Regional State office staff. Chair Blankenship stated she will send out an email for ideas and thoughts on positions

in the BREMS office outside of the Program Manager, RMD, and Performance Improvement positions already in place or in the process of approval.

Old business was discussed throughout the Chair and Program Manager reports.

There were no other updates and/or questions from the Board members.

Motion was made to adjourn at 4 pm.

Michelle Tuner, seconded by Bruce Stratton, made a motion to adjourn the meeting. Approved unanimously.

Meeting minutes prepared by Mary Kathryn Allen