



**BREMS Board of Directors**

**February 15th, 2017**

**LFD Administration Bldg.**

**6:30 pm**

**Board Members In attendance:**

Mary Kathryn Allen	BREMS
Jenn Kersey	BREMS
John Boon	BREMS
Brad Ferguson	LFD
Dr. Leonard Cohen	OMD
Charles Mitchell	Huddleston
Janet Blankenship	Bedford County
Allan Belcher	Centra
Bruce Stratton	Concord RS
Michelle Turner	CCPS
Gary Roakes	ACPS
Jason Ferguson	CVCC

**Guest In Attendance:**

Tim Perkins	OEMS
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**Absent:**

Waddie Crouch  
Marilyn McLeod  
Mark Moss  
Susan Walton

Brad Ferguson called the meeting to order at 6:35 pm. Minutes from the October, 2016 meeting were approved as written. Motion to accept by Gary Roakes, seconded by Janet Blankenship.

**Chair's Report**

None

**Treasurer's Report**

John Boon read the Treasurer's Report. A motion was made and the Treasurer's Report was approved and accepted as read.

## Director's Report

- 2<sup>nd</sup> Quarter deliverables were submitted January 3<sup>rd</sup>. We have received our 2<sup>nd</sup> quarter money as well.
- Budget submissions have been done and sent out.
- CISM: Consulting proposal was approved by Centra Mental Health Services.
- Attended the meetings in Richmond February 1<sup>st</sup> and 2<sup>nd</sup>.
  - Attended the RDG meeting, Advisory Board meeting and we attended the provider health and safety committee.
  - We received our contract modification from OEMS for Jan – June 2017. There were some contract language changes involving CISM.
  - We are being asked to work more directly with the health department especially with vaccinations. I have sent out an email to the health department. They have called us back and are asking us to review our regional numbers on Narcan usage in the region. They want to see what kind of overdose problem we have and then work with us on what to do once we have some numbers.
  - You will notice on the bottom of all our emails a link for customer survey to be filled out. There will be performance based contracts coming.
- FARC Nomination: OEMS has contacted BREMS regarding a FARC nomination: nominations due April 3<sup>rd</sup> to Amanda. Also the grading for FARC has changed.
- Centra Meeting: We have a meeting set up with Centra on February 21<sup>st</sup> at 3pm. Allan was able to get it set up with Joe Archambeault. We have a proposal we are working on.
- Inventory for Drug Box System: This has been a nightmare for us. What about Clearly Inventory.
- Regional Awards: June 14<sup>th</sup> is the date. We are getting ready to put the nomination forms out once we have the date and venue approved by the Board. We would like to do the City View on the 20<sup>th</sup> floor of Bank of the James this year.
- Performance Evaluation: I would like a yearly performance evaluation done this year. April 25<sup>th</sup> was my official start date. I would like to see what areas I can improve on and what the Board feels as the Executive Director, I can improve, direction for the Council, etc.
- McLeod's pilot- working on an IRB for Centra. Deadline is March 7<sup>th</sup> for the March 21<sup>st</sup> IRB Committee meeting.
- Go over EKG times from Cindi.

### OMD Report

Marilyn McLeod was not present. MK relayed information that they have discussed.

### Field Coordinator's Report

- Evaluator class for CTS; tentative dates 3/23 (9-noon) and 3/30 (630-930)
- Continued work on CQI; New Elite system is up and running; Have been combining both systems to compile data; working with area leadership to work on data clarification; Developed an EMS Incident Form and Policy for streamlined QA, both medical and trauma, as well as for provider use (Also for patient feedback)
- Protocols; revising DDNR policy; working with OMD committee and Dr. McLeod on other revisions such as refusal and release guidelines, indwelling medical equipment and behavioral restraint
- Working on the website; looking currently at Wix and Jason mentioned Firespringfoundation.org – looking into that as well.
- Working with Sean on logistics of many upcoming training events.
- Spoke with Dr. McLeod at symposium about provider health. She encouraged me to attend the Provider Health and Safety Committee meeting at OEMS. We did on 2/2. Dr. McLeod was present there as well. She recommended that there be a taskforce/workgroup created within the committee to look at care for provider addiction and management. Details to follow as the workgroup meets in the future.
- Working with MK on Awards banquet

### Training Report

Sean Regan submitted his quarterly training report. Sean gave an overview of the training done in the region this quarter to include:

- TECC classes March 18 & 19, 2017 and March 21 & 22, 2017
- Active Shooter/Threat Suppression on April 10<sup>th</sup>
- ASAT Commander for Active Shooter/Active Threat Response Considerations for on-scene commanders on March 20, 2017; 0800-1700
- New ACLS Heart-code check-off: BREMS has secured 120 access codes. The candidate for renewal will fill out the application, submit to BREMS, BREMS will email the candidate the process with a log in. They will complete Part 1 form any computer or they are more than welcome to come to the office and use ours if no access. Once Part 1 is completed, they will call the office to schedule Part 2. 2mins of high quality CPR, proficient use of the AED, review and 1 core algorithm/mega-code.
- Working on Pediatric Airway Management course; Sean has reached out to Debbie Akers on EMS for Children's group
- Created an account on Eventbrite.com for an easier, more streamlined process for signing up and paying for classes

- TBD in October, BREMS will host a canine emergency care class for working dogs (police dogs, PTSD dogs, etc. that EMS providers may encounter) – requested by Dr. McLeod.
- AP Class on May 15<sup>th</sup> & 16<sup>th</sup>; Sean and I are working on the written testing and logistics along with Dr. McLeod
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Old Business:

- MK covered in her report

New Business:

- There was much discussion on the BREMS Drug Box Exchange Policy. It was determined unanimously that the policy should state that all drug boxes be exchanged preferably at the completion of the call. However, in certain circumstances it is acceptable to exchange it by the end of the provider's shift.
- Brad encouraged MK to continue with research on developing a computerized, streamlined tracking process for drug box exchange

Board Personnel Matter:

- Brad, along with information presented by MK, informed the Board that there is a current investigation of Mark Moss with Altavista Rescue Squad by the VAOEMS. Specific details were not given. It was recommended that Mark Moss be removed as a Board member due to conduct unbecoming of a Board member. In addition to this, his attendance has not met the requirements set forth by the by-laws. John Boon made motion to remove Mark Moss from the BREMS Board of Directors; Gary Roakes seconded this motion; and the Board agreed unanimously to this decision. A letter explaining this decision will be sent to Mark Moss.

With there being no further business, the meeting was adjourned at 7:30 pm.

Submitted respectfully by,

Jenn Kersey – BREMS Field Coordinator