

**Workforce Development Committee Meeting
Virginia Office of EMS
Richmond Marriott Short Pump
4240 Dominion Blvd., Glen Allen, VA 23060
August 2, 2018
10:00 a.m.**

Members Present:	Members Absent:	OEMS Staff:	Others:
Chris Vernovai , Acting Chair, Highland Co. VRS, Member-At-Large			Valerie Quick, AB, TJEMS
Dreama Chandler , VAVRS			Bob Ryalls, JCFD
Valeta Daniels , Advisory Board			Amy Ashe, PEMS
Cody Jackson , Med-Trans Corp./Wings Air Rescue - Commercial Ambulance Member			
Dave Tesh , VA Recruitment & Retention Network			
Paul Hoyle , PEMS Council			
William “Gene” Dalton , WVEMS Council			
Christina H. Smith , VACO			
Mike Watkins , VAGEMSA			

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to order & Introductions:	The meeting was called to order at 9:55 a.m. by the Acting Chair, Chris Vernovai.	
Review & approval of the May 3, 2018 minutes:	A motion was made to review and approve the February meeting minutes. The minutes were approved as submitted.	The minutes were approved as submitted.
Chair Report – Chris Vernovai:	Mr. Vernovai stated that Jose apologizes for not being here due to a work conflict. However, he will be attending the VAGEMSA and Advisory Board meetings tomorrow. Some of you may be aware that EMS Officer credentialing through the American College of Paramedic Executives, an extension of the National EMS Management Association is starting to increase. At the November meeting, Jose will provide more information, but this is something that we may want to support.	
OEMS Report – Tim Perkins:	Tim is out on medical leave for about three weeks and had no OEMS items to report. Tim’s Workforce Development report is included in the next three agenda items below.	
EMS Officer I Sub-Committee Update – Chris Vernovai:	The EMS Officer I program was held at the 2018VAVRS Rescue College in Blacksburg on June 9 and 10. There were 16 class participants completing the course. We are continuing to make a few adjustments to the course. The next course offering will be at the pre-conference session at symposium in which Jose and I will be teaching. The VAVRS announcement was not changed, so we had people coming in expecting Officer II, III and IV. The mix up was explained to them and they understood. Everybody gave good reviews of the class. Tim had about a 50% return on the survey monkey from the class and those results will be shared at the next meeting.	
Standards of Excellence Workgroup – Jose Salazar:	Nothing new to report at this time. Chris mentioned that hopefully for the November meeting, they will have a couple of logo ideas for the Standards of Excellence and EMS Officer. These logos will be for agencies to use at their building, on their vehicles, websites, etc. A uniform ribbon was also suggested or a lapel pin.	

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VA Recruitment & Retention Network- Dave Tesh:	<p>The VA R&R Network met on May 18 at the Ashland Fire Company. Several changes have been made to the Recruitment and Retention page on the OEMS website to give it a more streamlined appearance. Links to pertinent reference documents are expected to be added to the page in the coming months. Dave mentioned that the typical meeting would be held today in Hampton during the Firefighters Conference. They elected to forgo that meeting and will meet in October instead. Albemarle County Fire Rescue are hosting a Recruitment and Retention Fall Seminar on October 5 & 6, which is a Friday and Saturday. There will be a number of topics discussed such as Leadership, Generational Millennial Outreach, Diversity Recruitment for Combination Fire & EMS Agencies, and Public Relations & Social Media. The next meeting will be held in Norfolk at symposium.</p>	
Unfinished Business:	<p>a. Keeping the Best! Tool Kit revision – Dave Tesh The next Keeping the Best! Recruitment and Retention class will be held on October 6 during the Fall Seminar in Albemarle. They are hoping to get the Office of EMS to come and video tape the class. Dave and John Bianco will teach the class. The pre-course work will be posted on the OEMS website for those who would like to complete it before the class, though not many people do the pre-course work.</p> <p>b. EMS Survey – Valeta Daniels Valeta sent an email to Tim and Jose about two months ago and Tim said he would run it by the AG’s office and she has not heard anything as of today. There was a list of about 15 or 20 questions for us to choose from for the survey. Chris stated that Tim is trying to get the information for Valeta. We will have to wait to hear back from the AG’s office on which direction to take.</p> <p>c. Impaired Provider Program No update.</p>	
New Business:	<p>Mike Watkins stated that he is new and taking over Rob Lawrence’s former position by filling the VAGEMSA representative seat. He asked for a brief overview of the function of the committee. He wants to understand the purpose and goals of the committee. Chris explained what the Workforce Development Committee covers as far as Recruitment and Retention, Standards of Excellence and EMS Officer I. Other members of the committee chimed in to explain different aspects of the committee. They also discussed the issues of hiring and retaining good employees.</p> <p>The time and location of the November meeting will be emailed as soon as possible. The current time listed is during the EMS Officer I class, but is being changed.</p>	
Public Comment:	None.	
Adjournment:	The meeting adjourned at approximately 11:06 a.m.	2018 Meeting Dates: November 7 (Norfolk) Time and location to be determined.