

**Approved January 8, 2018**



# **EMS SUBCOMMITTEE ON TRAUMA**

## **MEETING MINUTES**

**Wednesday, 7th November 2017**  
**10:00 am**  
**Georgia Public Safety Training Center**  
**Classroom 104**  
**Forsyth, Georgia**

<b>SUBCOMMITTEE MEMBERS PRESENT</b>	<b>SUBCOMMITTEE MEMBERS ABSENT</b>
Courtney Terwilliger, Chair & GA Trauma Commission Vic Drawdy – GA Trauma Commission Carlton Firestone – Region One Chad Black – Region Two Steve Folden- Region Four Lee Oliver – Region Five Blake Thompson – Region Six Jimmy Carver-Region Seven Huey Atkins – Region Ten	Pete Quinones - Region Three Brandon Fletcher- Region 8

<b>OTHERS</b>	<b>REPRESENTING</b>
Dena Abston Erin Bolinger Katie Hamilton Billy Kunkle Kim Littleton Tim Boone Mark Peters Jeremy Weaver	Georgia Trauma Commission, Staff Georgia Trauma Commission, Staff Georgia Trauma Commission, Staff Georgia Trauma Commission, Staff GAEMS GTRI-AVLS Gwinnett Fire Gwinnett Fire

## **CALL TO ORDER**

Mr. Terwilliger called the 7th of November 2017 meeting of the EMS Subcommittee on Trauma to order and established quorum with 9 of 11 members present at the Georgia Public Safety Training facility in Forsyth, Georgia. Mr. Terwilliger welcomed Region 1 newly appointed Captain Carlton Firestone to the subcommittee.

## **MOTION EMS Subcommittee 2017-11-01:**

**I make the motion to approve the minutes from the August 9, 2017 EMS Subcommittee meeting as written.**

**MOTION BY:** Vic Drawdy

**SECOND BY:** Huey Atkins

**VOTING:** All members present voted in favor of the motion.

**ACTION:** The motion PASSED with no objections, nor abstentions.

## **First Net - Georgia**

**By: Lee Ballentine**

A report from First Net- Georgia conducted by Lee Ballentine who has about 25 years experience in cellular and wireless service. Mr. Ballentine gave an overview starting with a brief history of its inception. He offered to the group First Net for Public Safety and created by Public Safety. Discussion about rural coverage and Mr. Ballentine explained the 3 year plan that AT & T has in place to improve rural coverage. Discussion then about which bandwidths the system operated on and Mr. Oliver brought up how this could impact private EMS agencies. Currently the decision regarding this service is in the hands of the state and a special sales group is managing the process. Several subcommittee members asked questions about coverage, pricing, and operational aspects of the First Net product.

## **RTAC Discussion**

**By: Vic Drawdy**

Mr. Drawdy wanted to encourage anyone here that if your local council has made a change if you could please in regards to committee appointments and in particular at this time our EMS subcommittee please send that information to Mr. Terwilliger and Ms. Abston in the future. Mr. Kunkle is forwarding to all e-mail right now about Region 4's appointment of Chief Steven Folden and was enacted October 24, 2017. Mr. Drawdy says if we had received the information prior to the meeting we would have had a more formal welcome.

## **Report on AVLS**

**By: Tim Boone**

Mr. Boone provided an update, a PowerPoint and it will be attached to the minutes. There has been 1 additional unit in operation across the state to report since last meeting. There are 1,291 AVLS units active across the state. There are 838 AVLS units supported by the Trauma Commission online and paid for today of the 980 that the Trauma Commission had originally funded. There are several units that are coming up on the 8-year life span and we will need to discuss some funds for these items. He explained the life span can be plus or minus the 8 year average but there will be some new unit replacements in the upcoming time period. Mr. Boone says at this time in the state AVLS program we just buy, as we

need to replace we do not keep any inventory. Mr. Oliver explained that the units that were funded from the Trauma Commission most have had to be replaced and they have funded those themselves. Mr. Atkins asked if Metro received the state rate and it was confirmed that is the case. Mr. Boone reviewed the AVLS unit map. Mr. Terwilliger said assuming rural areas get the coverage needed they would add the AVL system there. My Oliver asked if the coverage is the only concern? Captain Firestone indicates that their coverage (Verizon) is so spotty in some of his counties that they are unable to send EKG's in so they have added hot spots to some of their trucks. Mr. Boone suggested that Captain Firestone's area may be an area that we should try the First Net system in first. Mr. Thompson asked the cost of a new unit for a truck. Mr. Boone indicated the cost is \$1945 per truck per unit and all the cabling and first years maintenance. Mr. Black asked how much better the new units are than the old ones? Mr. Boone says we do not know this yet and that we need to discuss this in the budget talks today. Mr. Boone says we need to think about this First Net and how we would switch over. MG90 transition planning also needs to occur. Tim Adams of Sierra Wireless will be present November 28<sup>th</sup> and Mr. N Boone will work on getting all the AVLS 'gurus' together with Tim. There is a transition and it requires knowing what you are doing, it is not just plug in and play equipment. Mr. Boone will send out an invitation to that November 28<sup>th</sup> and then confirm logistics. For Verizon, we have always dealt with Mr. Ford and now we are told we will need to change our point of contact to Sarah Standridge out of Athens, Tennessee as she handles government contracts. This will occur at the end of the year. Mr. Oliver asked about First Net and the competition. Mr. Boone says we need a replacement plan and reminded the subcommittee that there are still 500 participants using air cards at this time. Mr. Boone will make correction s to the power point and send out to the group.

### **FY2018 Budget Approval**

Mr. Terwilliger asked everyone to look at the handout and reminded those at the meeting they had after the last meeting with a sub group of the EMS, a small work group. They reviewed the process of the money flow. Mr. Terwilliger reviewed this process with the subcommittee. Mr. Terwilliger then asked if anyone needed clarification. Ms. Abston told the group that this is the contracting process and would like it to be called that. There has been some confusions with what's being done what's not done ,etc. Mr. Terwilliger wants to talk further on the FY2015 money still to spend by end of this year or it goes back to State government. Ms. Abston says the total unspent FY15 funds at this time are \$136,954.00 and she broke it down by line item and reminded the group that these are her records and she is unsure about others records. Ms. Abston reviewed the line items and admin fees with each line item. Mr. Terwilliger asked if this were funds outstanding and Ms. Abston clarified that these funds are funds she shows that can still be invoiced for. Ms. Abston says, with the recent GEMSIS training we could easily knock out payment to them for the \$ 14,000.00 Ms. Littleton believes there is an outstanding invoice out there on that GEMSIS money. Mr. Terwilliger asked if Ms. Littleton had invoiced (GEMSPF) for that and her response was I believe so. Ms. Abston says there is even more GEMSIS funding for FY16 out there to spend. Mr. Terwilliger explained there was thought of using the ACCORDENT system. Ms. Abston said she had increased the FY16 budget by \$10,000 for this. She told everyone that the FY15 is still lingering and has to close by year-end. Mr. Terwilliger said if we vote to pay the GEMSIS trainers with FY15 money we can use the FY16 funds for other things. Ms. Abston reviewed the contract expiration dates with the foundation (GEMSPF) and the association (GAEMS). Mr. Terwilliger asked some invoice clarification on the GEMSIS work.

### **MOTION EMS Subcommittee 2017-11-02:**

**I make the motion to pay the GEMSIS trainers with the FY15 funds.**

**MOTION BY:** Vic Drawdy

**SECOND BY:** Blake Thompson

**VOTING:** All members present voted in favor of the motion.

**ACTION:** The motion PASSED with no objections, nor abstentions.

Mr. Terwilliger was asked by Mr. Oliver about the invoices and Mr. Terwilliger explained that there have been issues getting these invoices to Ms. Abston. Ms. Abston said it is easier to keep the 2016 contract open and we have to close the 2015 by end of year. Mr. Oliver asked about the training and was it Imagetrend training or GEMSIS training. Mr. Oliver asked if it were fair to call it Imagetrend training and the target audience is Imagetrend customers. There is still some FY15 funding left out there to spend. Mr. Oliver asked who coordinates the GEMSIS/Imagetrend courses. Ernie Doss with the State handles the training when there is need or requests for the training. Ms. Abston says there is \$4720.00 in line item of FY15 budget left that can go to whatever invoices Ms. Littleton is referring to close out.

Mr. Terwilliger says to hold on he wants to work on the Georgia Southern outstanding invoice and he has a method. Mr. Terwilliger wants to look at spending FY15 money to cover the Georgia Southern invoice. When Ms. Abston discussed with Mr. Fletcher before he left chair as GEMSPF he mentioned some outstanding extrication invoices and EVOC courses. Ms. Abston says she doesn't understand in the process how that works it is confusing to her and she advises just to send the invoice when he has it ready. Mr. Black asked for what year? Ms. Abston says it is for FY15. Mr. Atkins asked if we still owe money for items like this. Mr. Black told the group at this time he had very limited information and was sorting it out. Ms. Abston just feels that some of this FY 125 funding is accounted for and to be cautious about spending it. Mr. Terwilliger says there are still issues where we think the classes have been done and the foundation has done the classes but we think there are invoices have not flowed through or not sent to you Ms. Abston. Ms. Abston says all she can tell you is what is recorded on her end. Not on the foundation end. Mr. Black advised Ms. Abston that Mr. Fletcher has no more involvement.

Mr. Drawdy explained the conversation to the new subcommittee members, Captain Firestone and Steve. Folden. He said that you would be hearing in this subcommittee 'foundation' and 'association' often. He explained to them that the Trauma Commission actually contracts with the foundation (GEMSF), then the foundation turns around, and contracts with Georgia EMS (GAEMS), so the Commission does not contract with GAEMS. Its (Commission) contracts through the foundation (GEMSPF). He asked if there were questions or if this was clear as mud.

Mr. Atkins asked is all this currently being resolved so we do not have these things hanging out there. Mr. Atkins just told Mr. Terwilliger he doesn't know how any organization would want to contract with these/us and the way the money is held up it just seems like there is 15 moving parts to providing a service and getting paid for it. Mr. Terwilliger told Mr. Atkins he agreed. Mr. Atkins said he had hoped that Mr. Boone had not been treated this way. Mr. Terwilliger confirmed that currently Mr. Boone is not getting paid. Mr. Black advised that invoices regarding Mr. Boone had been reviewed last night and were in the process of being submitted for payment to the Commission. Mr. Atkins again asked if we are getting this all behind us. Mr. Terwilliger said Mr. Fletcher has been a choke point for one reason or another. Mr. Terwilliger says work seems to flow to Mr. Fletcher and then it just stop. Mr. Black is now the interim chair of the foundation as Mr. Fletcher resigned as chair of the foundation. Mr. Terwilliger thinks the process will now flow much better. The big thing Mr. Terwilliger would like to do is figure out what has been done and what hasn't. Mr. Terwilliger was told that Mr. Fletcher has even done some of these classes on his own. Mr. Carver added that Mr. Fletcher has been paid pretty well for them for what he has seen for the courses he taught. Mr. Drawdy asked Mr. Carver where he had heard about Mr. Fletcher or where he saw that information. Mr. Carver said he would have to go back and find it. Mr. Terwilliger says he doesn't know and can't speak to that.

Mr. Thompson asked Ms. Abston about the remaining FY15 \$ 113,000.00 and Ms. Abston clarified there is \$132,000.00 and we do not have all the invoices for that. Mr. Thompson asked Ms. Abston about the

deadline to spend and confirmed it was by December 31, 2017, about 7 weeks away. Mr. Terwilliger said that he and Mr. Drawdy attended the last GAEMS leadership and they brought up a need for money and they voted to use the \$15000 to spend that on a website. Mr. Terwilliger is fine with that and doesn't know where we are at with that \$15761 development thing was for. Mr. Black advised the FY2105 GEMSIS money there was an email in June 2017 to approve it and then an e-mail on October 16th from Ms. White advising Mr. Fletcher she had never received the signed invoice back and that looks like where it stopped and is not yet invoiced to the Commission. Mr. Black hopes we are moving in the right direction and is working hard to try to get this corrected. Mr. Thompsons says if you need to spend it somewhere he knows a good place.

Mr. Terwilliger began reviewing the remaining FY15 funding; it is unknown about the extrication. Mr. Oliver asked how much is outstanding for extrication. Ms. Abston said \$6,000.00 for program and \$64,000.00 for the equipment. Mr. Terwilliger believes this equipment has been bought and believes that some of the GAEMS credit card may have bought that equipment. Ms. Abston says she feels pretty confident the equipment has been bought too. Mr. Oliver asked Ms. Abston is she could share the spreadsheet that she is reporting off of with the group. She advised that it was her internal process on how she tracks contracts. Mr. Oliver asks if he can make a copy of and handout. Ms. Abston advised it was her invoice-tracking sheet and was happy to share it. Mr. Black says we have worked on a project program where we have streamlined notifications to get these invoices reviewed and ready. The list will time out if things are not being done by whom the task is assigned to. Mr. Oliver says this was a change made less than 2 weeks ago. Mr. Black confirmed this is a new process and it should show accountability and be a better record keeping system.

Mr. Atkins asked if there was a process where we as a group allocate \$ 100,000 for 'x' as part of our budget is there a process in place that those funds are set aside to handle that project and then that person or entity works directly with Commission for payment. Mr. Atkins says it is kind of hard to find out exactly where we are right now with these FY15 invoices they seem to be all over the place and it just seems that there is a better way to get these to the Commission for payment. It is hard to say we are going to clear up FY15 when the invoices are missing or here or there says Mr. Atkins. Mr. Black is looking into all of this and what has been invoiced and what has not been invoiced. Mr. Black says when they invoice from the foundation the money is batched and dropped in and it doesn't line item what it is for at that time. One lump sum is dropped at payment if multiple invoices have been sent. Mr. Black is just getting into things and looking into things. He seems to think there is some paying for this with that.

Mr. Atkins believe there is accountability at stake and that this got really muddy and he doesn't want to point fingers and moving forward he just wants confirmation that this is all getting cleaned up. Mr. Black said they foundation has a new treasurer and he is very good he even found a \$1.00 off in the most recent invoice I had him review. Mr. Atkins doesn't believe anyone in this room wants to be brought up as mismanagement of taxpayers money and if we do not know where every penny is then that is exactly what it looks like. Mr. Drawdy asked Mr. Black if he has all the information he needs now. Mr. Black says he has all that was there but he is just beginning to look at everything as it is so fragmented. Mr. Drawdy was thinking about the AV equipment and the trailer and he knows those things were purchased month and months ago. Mr. Black says the question is no one knows what is actually on the trailer but him he has a list and Mr. Drawdy would like to go get that trailer. Mr. Drawdy says there is a class on the 17<sup>th</sup> and he told Mr. Fletcher he'd like to come down and inventory everything while it was out and in use. Mr. Black asked who was teaching a course and Mr. Drawdy said Mr. Fletcher was teaching the course. Mr. Black advised that Mr. Archer should be teaching the course and the e-mail that came out said in specific that Mr. Archer is the only user of that equipment. Mr. Black says that is the only equipment we have for these courses. Mr. Archer says as long as Mr. Fletcher is an administrator Mr. Archer will not partake in the classes with Mr. Fletcher.

Mr. Black said it used to work well with Mr. Fletcher and Mr. Archer when he was not the administrator. There were some payment issues, cancelled classes, and uncompensated for expenses. Mr. Archer has for the past 7 months requested half payment up front due to these issues. Mr. Black says the foundation wants to work with Mr. Archer as they think he is the best in the business. Mr. Terwilliger says if Mr. Fletcher has a course scheduled that Mr. Drawdy and Mr. Fletcher are the only two that know about it. No one else knows about the scheduled course. Mr. Drawdy told Mr. Fletcher he was going to come and get the trailer and says he did not know everything that was. Mr. Black says everyone needs to be aware of everything going around and some of the cancelled courses of GAEMS were due to the foundation. Mr. Oliver says one thing is helpful is Ms. Abston going through the list of budget items. Mr. Oliver has asked what is left to be invoiced for a while now and Ms. Abston has the answer. Mr. Oliver has spoke to all that if there were a list it would work better as these are what I have been looking for this entire time. Mr. Oliver thanked Ms. Abston for the list and he plans to go off of her numbers. Mr. Terwilliger says if Ms. Abston will work with him on what's outstanding and if Mr. Drawdy can talk to Mr. Fletcher if he has any classes that need to be invoiced we need to get that done and the money accounted for. The bottom line is it appears to be in Mr. Fletcher's brain and Mr. Fletchers system and he is a lynch pin in getting this all resolved and us moving forward.

Mr. Drawdy asked if the Neat files from Mr. Fletcher were sent to Mr. Black. Mr. Drawdy says the Neat files from Mr. Fletcher were in order and helpful and those need to get to Mr. Black. Mr. Terwilliger asked that perhaps the subcommittee can request for a small group of us, himself, Mr. Black, Mr. Drawdy, and Ms. Abston to sit down and look at this money and we can come back to the group with a recommendation. Mr. Terwilliger believes we can get this all figured out together and then there needs to be a system of accountability. Mr. Terwilliger believes invoices should go out no more than 30 days after the class is held or whatever.

Mr. Oliver suggests a demand letter to Mr. Fletcher allowing him a couple weeks to get his invoices to us so we don't have any surprises. Mr. Atkins asked if the small group would be the way to go. Mr. Terwilliger says he thinks this a good idea, the small group. Mr. Atkins says this group has gotten us in this mess and this group has got to get us out. Mr. Terwilliger says there is money left over for the triage bags. Ms. Abston says that she shows what has remaining to be invoiced was \$ 59,067.00 with and Administration fee of \$ 12,000.00. Ms. Littleton advised that his was the cost savings she was granted on the triage bags. Mr. Atkins asked how much total is left for FY16. Mr. Terwilliger advised those numbers are still being worked on. Ms. Littleton said there is \$ 72,000.00 and includes the admin fee left to pay Georgia Southern. Ms. Abston asked if we had already expended these funds prior? Ms. Littleton advised that yes we had, that was phase 1, the swot analysis was part of the FY14 budget year. Ms. Abston says this is completely different then. Ms. Littleton says yes. Mr. Terwilliger says this is an ongoing project and what he understood was that Mr. Fletcher wanted to take some of that \$ 64,000.00 and purchase equipment and trailer. That was not an original expenditure. Ms. Abston says that is right because the EMS redesign was never written into the contract. Mr. Terwilliger says they agreed to what Mr. Fletcher wanted as they thought they had the funds. So Mr. Terwilliger is trying to make things right with Georgia Southern. Phase 1 was Swot analysis and Phase 2 was gathering the information and building a management tool, a business model. Ms. Abston says she hasn't seen that yet the phase 2. Ms. Littleton says that was the deliverable for Phase 2 of the project. They sent this to us and maybe Ms. Littleton has not sent out. Mr. Terwilliger went back and met with them as they had benefits of 20% and Mr. Terwilliger says where did you get that, at his shop it is 30% and that is what it generally is. MR. Terwilliger will send the document now. There is a lady in charge of their accounting program that is also the principal. Ms. Abston says when she receives from Mr. Terwilliger she will send out to the group.

Mr. Black questioned an \$ 800 invoice to trauma CQI, and asked what that was for as it had MR. Atkins name on it. Mr. Atkins says that was region 10 they are providing feedback on trauma patients. Mr. Oliver says that was rolled out in Region 3 at CHOA and the nurses were not opposed to it but thought the software was cumbersome for it. Mr. Kunkle agreed that was the collected thought of the nurses. Mr. Thompson asked what was left now in FY 16 and Mr. Drawdy says we are still working on FY 15.

Ms. Abston advised that FY16 has \$700,000 plus that is left outstanding to be spent. Mr. Atkins asked if the FY16 funds are allocated and unspent. Ms. Abston says it has been allocated but not invoiced for most things. Mr. Terwilliger reminded everyone of the 11-month contract hold up and then what the subcommittee decided to do last year was roll some FY16 and FY17 projects together. Mr. Terwilliger is hoping Ms. Abston can give an extension to the FY16 contract. Mr. Terwilliger believes with the change in leadership with the foundation to Mr. Black that things will get better. There are some EMR courses in the works as well. Mr. Black asked how many outstanding invoices are out on Mr. Boone at this time.

Lunch break

### **FY2018 Budget Approval (continued)**

Mr. Terwilliger proposed taking the FY15 remaining GEMSIS funds, the \$ 59,000 left from the triage bags, and the leftover extrication funds and put towards payment of the phase 2 Georgia Southern / EMS redesign and pay the outstanding invoice to Georgia Southern. Mr. Oliver asked for clarification on the AV equipment. Mr. Black says the AV equipment that was bought and put on the trailer was paid for by the GAEMS credit card and he is assuming that it was not invoiced for. Mr. Terwilliger added that the trailer has also not been invoiced for. Mr. Oliver feels that if we move those outstanding funds to pay something else, like Georgia Southern that we are opening ourselves up to outstanding invoices for the AV equipment and the trailer and a deficit to the Georgia Trauma Commission. Mr. Terwilliger says he is correct that we do open ourselves up to that and we are looking at that on any of it, as we do not know what is out there pending invoicing. So if we move that from extrication than we can still use some FY16 funds to pay for those classes. Mr. Black says the trailer was bought for \$14,000 and there was never an invoice for it there in lies the problem. The invoicing process did not exist. But if the money was allocated to extrication and the trailer was never invoiced for, shouldn't there be those funds still for the invoicing of the trailer. Mr. Black explains that according to Ms. Abstons records he is correct but the accounting for the foundation all comes to one account, it is all dropped into one account. Mr. Black says we must pay Georgia Southern.

### **MOTION EMS Subcommittee 2017-11-03:**

**I make the motion to pay the outstanding invoice to Georgia Southern for \$ 71,048.00 and the administration fee utilizing FY15 funds utilizing from the FY15 GEMSIS funds.**

**MOTION BY:** Lee Oliver

**SECOND BY:** Jimmy Carver

## Discussion

Mr. Oliver asked \$15,761 plus admin fees for the EMS leadership alumni funding is that stuff that has been done. Ms. Littleton says no that has not been done and was in the 2015 extension. Mr. Oliver would prefer to use those funds versus the extrication courses in case there are pending invoices. Mr. Terwilliger we have \$ 59 K in the triage bags and we have \$ 47K in the classes. Ms. Abston advised the group they are talking now about FY15 and FY16 and those couldn't be combined. It is best practice to keep the FY15 funds and FY16 funds separate.

\$15,761 and \$1500 (admin fee) , and \$2256 were brought up. Ms. Abston clarified the \$ 1500 was for the website and should be approved within this group. Mr. Terwilliger says Mr. Fletcher was set up to do that. Ms. Abston thought that was all approved recently at the EMS leadership meeting anyways. Mr. Terwilliger confirmed. Mr. Black said he did know about that, as he is not in the meeting. Ms. Abston believed those funds had already been spent. Mr. Atkins says he doesn't understand what that is. *Christy Krist* was supposed to be working on this says Mr. Terwilliger. The \$ 1500 will be for a webpage and the \$ 15,761.00 was for the development of the website. Mr. Terwilliger says he must have misunderstood. Ms. Littleton says the \$ 15,761.00 was for development of continuing education for that group and is separate from the website. The \$ 1500 was for the website and the website should support the education modules for continuing education. The \$15,761 was a completely separate training part from what she understands from the meeting minutes. Of that group Mr. Oliver asked if those funds had already been spent and asked who is the chair of that group. Ms. Abston and group said Lanier Swafford is chair of the group. Mr. Terwilliger says he is unsure if Mr. Swafford even knows that these funds are available. Ms. Abston says she was on the conference call and the \$ 15,761 was discussed. Mr. Atkins says he is lost. Many agree.

Ms. Abston says the following motion is taking away from line items that have outstanding invoices. Mr. Oliver is very cautious as well. Mr. Oliver again brought up the invoicing again for the trailer and AV equipment and that it is on the GAEMS credit card. Mr. Oliver told the group about the concerns of pulling from one FY to the other FY. Ms. Abston says everything needs to be cleaned up and she strongly suggests reallocating any funds until everything is cleaned up. Mr. Black advised we are on legal grounds with Georgia Southern. Mr. Atkins asked where the funds originally came from to do the Georgia Southern project. Mr. Terwilliger replied they were originally in the FY15 or FY16 budget. Mr. Oliver asked why did we pull from that. Ms. Abston advised this subcommittee made and approved a motion to move the funds that were allocated to pay Georgia Southern. Mr. Oliver asked why did we reallocate when we knew we had an outstanding invoice. Mr. Fletcher it was said did not know there was anything outstanding and when he wanted to purchase the equipment we agreed. Mr. Black says that when we do invoice for the trailer that those funds need to go back to the foundation. Mr. Black says lets worry about other companies first and worry about the foundation payment later and we will worry about paying them later. Mr. Oliver asked about the VOC funds from FY15. He asked if those courses ever occurred. No one has held EVOC courses with those funds. Mr. Drawdy says we are hurting, as we have no invoices. Ms. Littleton is unaware of any EVOC courses either. Mr. Oliver says we need to stay in the same fiscal year. Mr. Black does not foresee a rush of EVOC course takers.

### **MOTION EMS Subcommittee 2017-11-04:**

**I make the motion rescind to pay the outstanding invoice to Georgia Southern for \$ 71,048.00 and the administration fee utilizing FY15 funds utilizing from various line items from the FY15 budget including extrication.**

**MOTION BY:** Lee Oliver  
**SECOND BY:** Huey Atkins  
**VOTING:** All members present voted in favor of the motion  
**ACTION:** The motion APPROVED with no objections, nor abstentions.

The group recapped and Mr. Black has spoken to Mr. Swafford about the need to spend his alumni FY15 funds. Ms. Littleton says if her math is right, what is owed to Georgia Southern is \$64,589.00 and \$4,521.00 for a total of \$ 69,110.00. Mr. Oliver asked if that was total and included admin fees. Mr. Terwilliger says yes. Ms. Littleton advised that there was no PPR on this as this was a completely separate thing. Mr. Atkins asked about how we would get the outstanding invoices needed from Mr. Fletcher. Ms. Abston says she can most likely get them from him. Ms. Littleton did her math again and said something about the exhibit and said the revised math was (new math covers breakdown between GAEMS and the foundation) \$64,589.00 is invoices \$ 6,459.00 for a total of \$ 71,048.00. Mr. Oliver confirmed the new number and how it increased over \$ 2,000.00. Mr. Atkins says he is still confused.

#### **MOTION EMS Subcommittee 2017-11-05:**

**I make the motion to pay the outstanding invoice to Georgia Southern for \$ 71,048.00 and the administration fee utilizing FY15 funds utilizing from various line items from the FY15 budget like GEMSIS & EVOC (\$39,950.00), and the remaining out of extrication (\$32,050.00)**

**MOTION BY:** Colton Firestone  
**SECOND BY:** Lee Oliver  
**VOTING:** All members present voted in favor of the motion.  
**ACTION:** The motion PASSED with no objections, nor abstentions.

Mr. Terwilliger said what he would like to do next is establish the small work group. He requests that those that be a part of the small work group are : Ms. Abston, Mr. Drawdy, Ms. Littleton, Mr. Black, Mr. Oliver, and himself.

#### **MOTION EMS Subcommittee 2017-11-06:**

**I make the motion establish a sub group derived of members of the EMS subcommittee to work on the outstanding FY budgets and reallocate those funds as needed.**

**MOTION BY:** Jimmy Carver  
**SECOND BY:** Lee Oliver  
**VOTING:** All members present voted in favor of the motion.  
**ACTION:** The motion PASSED with no objections, nor abstentions.

Mr. Atkins asked if the small group would please bring back all discussion to the EMS subcommittee. Mr. Terwilliger agreed. Mr. Atkins asked if at one point had we required or made a motion to have these contracts cleared out within the year they are enacted. Mr. Boone suggested you could do a motion that put parameters on invoice accountability. Mr. Terwilliger asked if that cleared up the FY15 funds. There

are still some funds out there. Mr. Black says he will straighten up some stuff with GAEMS and the credit card and should account from remaining FY15 funds.

Mr. Terwilliger asked Mr. Kunkle about RTACS and how many have their plans and how many are outstanding as far as having a plan. Regions 10,8,7,4 are all in process. Region 8 will be addressing theirs at their council meeting tomorrow. Mr. Terwilliger asks about the allocation of \$46,000 for each region and he needs to know who is working on those as he wants to get the word out to the regions if they intend to participate as last time we dropped that on them really quickly and we need to get the word out. Mr. Kunkle advised that Region 8 still has start up funds they still haven't spent, so there are issues to be worked out in several regions. Mr. Terwilliger just doesn't want to spring anything on the RTAC folks quickly and at the next meeting he would like to talk about that and the process that we require of the RTACS with what to do spending wise. Mr. Terwilliger prefers they report to the subcommittee as to what they want to do with the funds.

Mr. Terwilliger asked if any work has been done on the 2018 scope of work. Ms. Abston says only the AVLS is in the works on 2018. Mr. Oliver asked if the 2017 contract had been executed. Mr. Black asked where the contract is as of now in regards to 17. Something about approving vendors. Mr. Black asked what has been sent. Ms. Abston says an email is sufficient and clarifies she is speaking on 2017 in regards to vendors and contracting. Mr. Terwilliger says the 2018 Scope of Work will be on his personal agenda so we can vote on this at the next meeting. Ms. Abston advised that it should have been voted on a long time ago. Mr. Terwilliger says there is no rocket science in the 2018 so we should be able to approve at the next meeting and will work with the foundation to have that prior to the next meeting.

## **New Business**

## **Group**

Mr. Drawdy would like to add the binder lift to the equipment list for the upcoming EMS equipment grant. Mr. Drawdy handed out the information about the equipment.

## **MOTION EMS Subcommittee 2017-11-06:**

**I make the motion add the binder lift to the approved EMS equipment grant list of approved equipment for purchase.**

**MOTION BY:** Jimmy Carver

**SECOND BY:** Blake Thompson

**VOTING:** All members present voted in favor of the motion.

**ACTION:** The motion PASSED with no objections, nor abstentions.

Mr. Terwilliger says last meeting we talked about the concept of funding a statewide online training concept. Mr. Terwilliger is looking into 3 different agencies for his shop. He has had three quotes and hopefully we can look further into that. He would like the group to think about that and \$100 a pop for 911 providers is not a significant amount for our agencies. The trauma foundation has a great system. Mr. Terwilliger is not pushing this but he will be proceeding with this in his county so we can think about it for 2019 work. Mr. Atkins asked if the state is doing anymore. MR. Terwilliger says he has been very frustrated and this is not a criticism toward Mr. Doss or Mr. Keith but against the department of public

health as we have been unable to retrieve data from them. Mr. Terwilliger explained that there are very few colleagues as there have been retirements without refilling positions. Mr. Atkins suggest that now is the time as Dr. O'Neal is the new commissioner and now is the time to define our needs. Mr. Atkins suggested a statewide RTAC letter drafted and sent to Commissioner O'Neal and the need for online education and how the state can help the EMS community and the expectations.

Mr. Drawdy told the group about the recent meeting with Governor Deal and that it went well and they are meeting this week to begin the budget process. It was a positive meeting. This time around OPB did ask us what we would spend additional funds on if we were to get additional funds. Discussion about the Stop the Bleed initiative and Mr. Kunkle updated the group.

As far as the EMS sub small I group Mr. Terwilliger would like Mr. Drawdy to contact Mr. Fletcher and get a handle on things. Mr. Terwilliger announced that Dr. Nicholas has rotated off the Commission and Regina Medeiros has been added in his spot. Mark Baker is no longer on the Commission and his seat is considered vacant at this time.

Mr. Oliver asked about Mr. Drawdy's request in to the AG's office. Mr. Drawdy says he did ask AG's office about equipment purchased through the grant money, what we believe will be whomever initiated the grant but he has asked the AG's office office what are we responsible for as a Commission when you have such diversity as we have currently here and I want AG's office to tell me whose role is that and the process with the equipment. Mr. Drawdy wants to be accountable and wants transparency. Mr. Drawdy is not real proud of the EMS subcommittee right now and he wants to make sure he is doing everything exactly as intended. Mr. Drawdy wants to know if there needs to be a tracking system or a tagging system. Mr. Oliver asked if this was what happened with Mr. Pettyjohn several years ago and the conflict of interest situation. Mr. Oliver thinks that the answer to Mr. Drawdy's current question could have lots of repercussions as to how agencies maintain equipment based upon the AG's response to MR. Drawdy's question.

Mr. Terwilliger would like to meet again in early December and Mr. Terwilliger would like to get his small group together in Augusta. Look for a doodle poll for the early December meeting.

Meeting was adjourned at 1:57 P.M.

*Minutes Crafted By: Erin Bolinger*