



**RICHMOND AMBULANCE AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
MAY 21, 2024
ANNUAL MEETING**

Present: Weet Baldwin, Chairman
Julia Hammond, Vice Chairperson
Kirk Roberts, Treasurer
Marilyn West, Secretary
Carlos Hopkins, Director
Katherine Jordan, Director
Joey Trapani, Director
Drew Walker, Director
Sheila White, Director

Absent: Mark Hickman, Director
Lincoln Saunders, Director

Counsel: Jonathan Joseph, Esq., Christian & Barton

Guests: Jeff Gray, Senior Policy Advisor to the Chief Administrative Officer,
City of Richmond

Staff: Chip Decker, Chief Executive Officer
Joseph Ornato, M.D., Operational Medical Director
Terone Green, Chief Administrative Officer
Ryan Martinette, Chief Operating Officer
Wayne Harbour, Chief Clinical Officer
Angel Dove, Chief Human Resources Officer
Bryan Aud, Director of Finance
Laura Bickham, Senior Executive Assistant and Assistant Secretary to the
Board of Directors



I. CALL MEETING TO ORDER

Weet Baldwin called the meeting to order at 8:05 a.m.

II. APPROVAL OF MINUTES

Motion: To approve the February 20, 2024 meeting minutes.

Made By: Marilyn West

Seconded: Julia Hammond

Discussion: None

Motion Passed: The votes were recorded as follows:

Ayes:

Marilyn West
Julia Hammond
Weet Baldwin
Kirk Roberts
Joey Trapani
Drew Walker

Nays:

None

III. NEW BUSINESS

A. Fiscal Year 2025 Budget – Final Adoption

Motion: To adopt the Fiscal Year 2025 Operating Budget for the Richmond Ambulance Authority as presented.

Made By: Kirk Roberts

Seconded: Julia Hammond

Discussion: Weet Baldwin announced the Finance Committee received the first and final drafts of the FY2025 budget and recommends approval for adoption by the Board.

Motion Passed: The votes were recorded as follows:

Ayes:

Kirk Roberts
Julia Hammond
Weet Baldwin
Marilyn West
Joey Trapani
Drew Walker

Nays:

None

IV. ANNUAL MEETING

A. Election of Officers

Motion: To reelect the current slate of Officers by acclamation.

Made By: Joey Trapani

Seconded: Drew Walker

Discussion: Weet Baldwin announced today's meeting serves as the Board's Annual Meeting. He confirmed the Board's current Officers each expressed interest to continue serving in their current roles and noted the Officers, which are as follows:

Weet Baldwin, Chairman
Julia Hammond, Vice Chairperson
Kirk Roberts, Treasurer
Marilyn West, Secretary

Weet Baldwin asked if there were any additional nominations, to which there were none.

Motion Passed: The votes were recorded as follows:

Ayes:

Joey Trapani
Drew Walker
Weet Baldwin
Julia Hammond
Kirk Roberts
Marilyn West
Katherine Jordan

Nays:

None

Note: Katherine Jordan arrived to the meeting prior to the vote.

B. Committee Membership

No discussion.

V. COMMITTEE REPORTS

A. Finance: Kirk Roberts reported the following:

- 1) The budget process included negotiations with City Administration which addressed the needs of RAA. During the process, RAA underwent a transition to a third-party billing service with EMS Management & Consultants (EMS/MC). There have been some challenges with assessing and comparing metrics between RAA and EMS/MC and staff is actively working to resolve them.

Note: Sheila White arrived during the Finance Committee report.

B. Operations and Clinical: Weet Baldwin reported the following:

- 1) The Committee met on May 7th and discussed the chase car program and the advantages it has to offer to assist with responses as well as help to improve response time targets.
- 2) The Committee received a report from the Clinical Department on RAA's EMT-Basic program and the reutilization of newly-hired employees in the system. He applauded the work of both the Operations and Clinical teams, adding how these initiatives can prove beneficial. Drew Walker noted the recent ride-along he did (chase car) and commended RAA on its overall operation.

VI. STAFF REPORTS

Chief Executive Officer's Report: Chip Decker reported the following:

- 1) He congratulated the Board Officers on their reelection to office.
- 2) RAA went "live" with EMS/MC on April 1st. The first month-end close between RAA and EMS/MC is underway. Both teams are working together to resolve some issues due to different processes in place as well as how to fold them into one for everyone's understanding. There was a glitch with Medicare, which RAA understands to have been resolved, however, it may cause a slight disruption in Medicare revenue. RAA's management team meets virtually with the EMS/MC team on a weekly basis.
- 3) This week is National EMS Week. He referenced the gifts for the Board around the table, noting each staff member receives a gift as well. He thanked the area hospitals for recognizing RAA's EMS providers with meals and events planned throughout the week.
- 4) RAA is participating in a collaborative project with VCU's Center for Trauma and Critical Care Education to develop the *Community Collaborative Partnership for First Responders Addiction and Recovery Training Consortium*. VCU secured grant funding for training and will work with RAA to help identify individuals and support recruitment of EMS trainees from under-represented groups with employment at RAA following the completion of their EMS training.

Julia Hammond asked how many people are they hoping to employ and Chip Decker responded RAA is a member of their Advisory Committee, adding the first kickoff meeting took place yesterday. He commented there is a component to the project that addresses the opioid overdose epidemic. Joey Trapani asked if the project included Richmond Public Schools. Chip Decker explained they are working to identify specific community groups to assure the most appropriate candidates are selected.

- 5) Kirk Roberts commented Medicare makes up a third of RAA's revenue stream and asked if management felt the issue was resolved, to which Chip Decker responded affirmatively. Terone Green stated he was confident, explaining it can take 14 days before RAA receives money. He advised RAA should see the money by the end of May. Kirk Roberts commented RAA could lean on its investments, should that become necessary. Chip Decker expressed his appreciation to City Council for keeping RAA's FY2025 subsidy intact.

VII. OPERATIONAL MEDICAL DIRECTOR'S REPORT: Joseph Ornato reported the following:

- 1) VCU continues its quest to help supplement EMS resources with the drone delivery of an Automated External Defibrillator (AED) and naloxone to bystanders witnessing a cardiac arrest. He partnered with Dr. Monique Starks, a cardiologist with Duke University Hospital, to explore this next phase of the drone delivery project. The grant funding, sponsored by the American Heart Association (AHA), is intended for research centers focused on improving cardiovascular health in rural communities. Joseph Ornato stated he believed they are poised to be able to participate in an urban setting. It is hoped City government may be open to discussing the project with Police, Fire and EMS to ensure compliance with Federal Aviation Administration (FAA) regulations, particularly with agencies already using drones. The FAA seeks a broader spectrum of use in drone response among public safety agencies.

In most cases it currently takes, on average, five to eight minutes for an emergency response. A drone can be overhead in one and a half to two minutes and can deliver an AED and naloxone while EMS resources are enroute. Katherine Jordan requested a meeting with Joseph Ornato and Chip Decker, to which Joseph Ornato expressed his appreciation.

Drew Walker inquired as to RAA's position in response to the upcoming changes to the regional medication kit exchange program. Chip Decker confirmed RAA holds the necessary licenses required to dispense medications and reminded the Board the Drug Enforcement Administration (DEA) and the Food & Drug Administration (FDA) have changed the rules with how EMS in Virginia can receive medications and explained the current "tackle box" exchange protocols with the hospitals. While RAA does hold the necessary licenses, there may be the need for enhanced personnel and security. Other EMS agencies that are not as prepared as RAA and/or are located in rural communities will face the most burdensome challenges however, the Virginia Board of Pharmacy have made several, favorable changes to their regulations. Drew Walker commented several hospitals are working to help incorporate these changes as easily and safely as possible.

RAA allocated \$140,000 in FY2025 for initial startup costs while the regulatory agencies decide what level of certification a person must have to dispense medications. Joseph Ornato asked if there were any restrictions for RAA to be able to pass along the added costs to insurance companies. He then commented on the potential, unexpected consequences and diminished quality of care, particularly in rural communities where they are unable to carry the volume of medications like an urban system. Obtaining life-saving medications that are expensive and carry a short shelf-life will be very difficult for EMS agencies to keep in stock.

Note: Carlos Hopkins arrived to the meeting during the report.

RAA hosted the Fire Chiefs from Louisa County and the City of Hopewell to assist with getting their medication program up and running. Chip Decker noted interstates located in rural areas may no longer be covered with Advanced Life Support (ALS) services. The Board of Pharmacy has attempted to relax regulations in an effort to assist agencies with

compliance due to these upcoming changes. Kirk Roberts asked if \$140,000 in startup costs was sufficient, to which Wayne Harbour responded affirmatively. Kirk Roberts commented on the potentially significant costs to RAA to have to purchase and maintain an inventory of expensive medications.

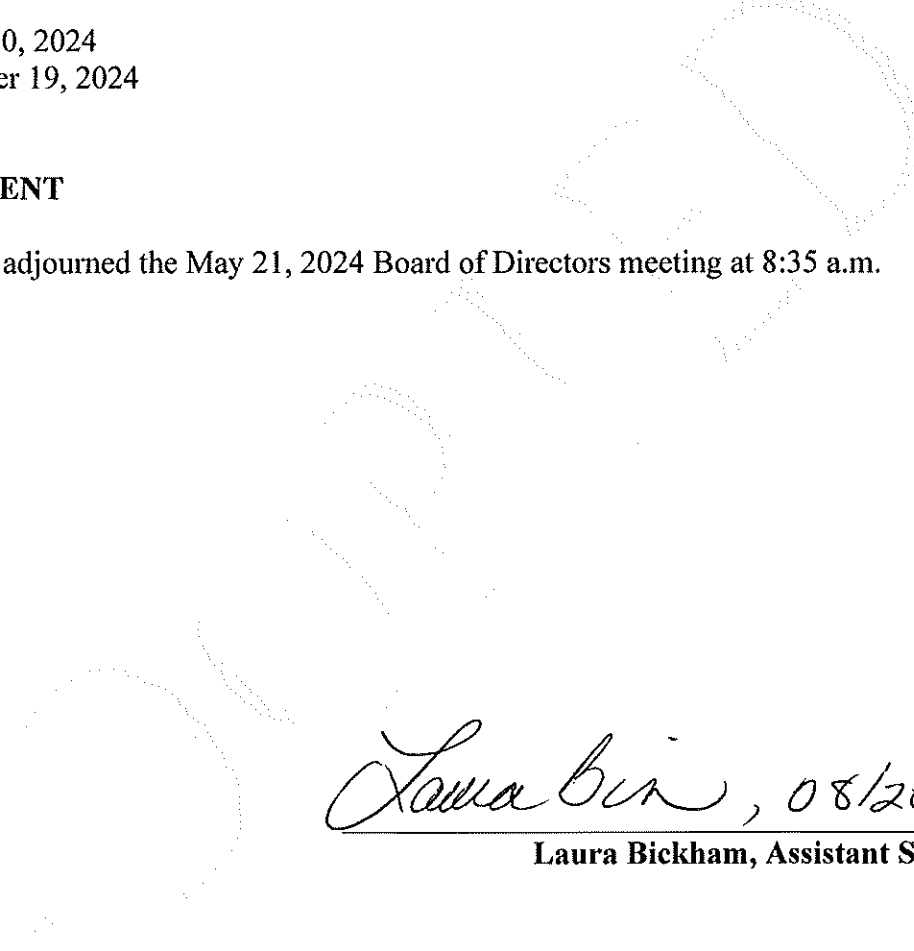
VIII. NEXT MEETING DATES

Weet Baldwin noted the dates of the upcoming meetings, which are as follows:

- A. August 20, 2024
- B. November 19, 2024

IX. ADJOURNMENT

Weet Baldwin adjourned the May 21, 2024 Board of Directors meeting at 8:35 a.m.


Laura Bickham, 08/20/2024

Laura Bickham, Assistant Secretary