

**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Garfield Parker on Wednesday, January 7, 2015, at 1930 hours.

Note: Secretary Kay Lewis is in the hospital after suffering a brain bleed. Thoughts and prayers are with her for a speedy recovery. She will be joining us once again at the February Monthly Business Meeting.

Additional Note: Rick McClure attended this meeting to go over the MOU with all the members. Questions and concerns were brought forward. Joe Schlatter motioned to accept the MOU with corrections that were mostly wording that was used and Jim Webber seconded the motion. The mutual aid agreement was signed by President Janice Kauffman.

II: Attendance (encl 1): Sarah Cole, Jeff Newsome, Devin Basye, Sandi Smith, Larry Bahl, Robert Hundley, intern Jonathan Brown, Mary Ewell, Rebekah Haynie, Charles Howard, Matthew Ness, Jaime Packett, Garfield Parker, Brandy Robinson, Joe Schlatter, Melvin Cockrell, Howard Fones, Jeanne Widenmeyer, Jim Webber, Ashley Diggs, Megan Baughan and Angela Yerby were present. Roger Briney, Tomika Crockett, Zach Kues, Kay Lewis, Jim Thompson, and Matthew Smith were excused.

III: Minutes of the December 2014 meeting (encl 2) have been posted.

IV: Jeanne Widenmyer submitted the Treasurer's Report through December 31, 2014 (encl 3). Income was \$22,066.00 while expenditures totaled \$27,711.79. Note that reserves decreased to \$213,000.00 and only eighteen checks written totaling at \$6,000.00.

V: Captain's Report: Phil Shahan

1. Thank you to everyone for running calls this month, especially the day we had six calls within 24 hours.
2. Mid-County Volunteer Rescue Squad had a total of 317 incidents in 2014.
3. Response time is down to a little over 19.5 minutes, which is great for this area.
4. Changes in radio dispatch procedures:
  - a. One minute interval dispatch
  - b. Rescue will be toned along with fire departments for structure fires and vehicle accidents.

5. New Radio Terminology in effect: key cards will be placed in ambulances.
  - a. Ambulance: Third and a Driver
  - b. Rescue: EMT on board
  - c. Medic: ALS or above on board
6. Dispatch is now Northumberland NOT Northumberland Base or Base 2.
7. Radio Reprogramming on January 21, 2015 at 10 a.m.
8. EMT class open to public in Tappahannock. Contact Captain Phil Shahan for details.
9. New Drug Boxes starting February 16, 2015: instructions will be posted.
10. New County System will be up soon: Announcement will be made once it is, shortly after reprogramming.
11. January 29, 2015 at 6:30 p.m. PEMS will have a roll out on drug boxes at RCC.
12. Anyone in the process of being released needs to complete inventory sheets after every call they attend.
13. New Interns: 4101 Jonathan Brown and 4102 Daniel Deitz both are in Sandi's EMT class.
14. Jim Webber has completed 5 years of service and has been awarded his pin.

VI: 1<sup>st</sup> Lieutenant's Report: Devin Basye

- a. "Yeah, no."

VII: 2<sup>nd</sup> Lieutenant's Report: Tomika Crockett was absent. No report.

VIII: President's Report –Janice Kauffman

1. CPR on January 18, 2015 at 12:00 p.m.
2. Planning Meeting on January 18, 2015 time will be announced.
3. Everything has been posted.

IX: Vice President - Garfield Parker (Had to leave early; absent for report.)

X: Auxiliary – Rebekah Haynie

1. Auxiliary on vacation until March of 2015.

XII: Membership: Sarah Cole

1. Larry Bahl: 8 years EMT-B and 2010 EVOC.

- a. Motioned to accept by Garfield, seconded by Jeanne
2. Sue Fones: absentia
  - a. Motioned to accept by Garfield, seconded by Devin
3. Lexi Burshaw: 26 years old; absentia; classes for EVOC/EMT
  - a. Motioned to accept by Janice, seconded by Phil

XIII: Vehicle Officer: Charles Howard.

1. New Guard has been added to 42.
2. Bumper will be sold for \$1,000.00.
3. Tires will also be sold.
4. Ambulances are to be rotated every two weeks; check the board on the bay door to see which ambulance is first out.

XIV: Member at Large: Sarah Cole

1. Monthly reports have been compiled and submitted.
2. Personal property tax forms will be handed out, need to be submitted by January 31, 2015.
3. Any questions, feel free to contact Sarah Cole.

XVI: New Business: None

XVII: Old Business: None

XVIII: Megan Baughan made a motion to adjourn the meeting. Charles Howard seconded the motion. The meeting was adjourned at 2026 hours. The next meeting is scheduled for Wednesday, February 4, 2015, at 1930 hours.

XVIV: Conclusions –

1. Three new members: Larry Bahl, Sue Fones, and Lexi Burshaw.
2. Radio Reprogramming on January 21, at 10 a.m.
3. Secretary Kay Lewis will be back at the February Monthly Business Meeting.
4. Ambulances are to be rotated.
5. Use new Radio Terminology.
6. Two new interns: 4101 Jonathan Brown and 4102 Daniel Deitz.

Respectfully submitted,  
Brandy Robinson

Enclosures

- (1) Attendance
- (2) September minutes
- (3) September Treasurer's Report
- (4) September call report



**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Janice Kauffman on Wednesday, 4 March 2015 at 1937 hours.

II: Attendance (encl 1) Roger Briney, Melvin Cockrell, Sarah Cole, Ashley Diggs, Mary Steede Ewell, Howard Fones, Sue Fones, Rebekah Haynie, Charles Howard, Robert Hundley, Janice Kauffman, James Packett, Garfield Parker, Matthew Ness, Bandy Robinson, Joseph Schlatter, Phil Shahan, James Webber, Jeanne Widenmyer, and Angela Yerby were present. Zach Kues and Brittani Wilmore were excused.

III: Minutes of the February 2015 meeting (encl 2) have been posted. Garfield Parker motioned the minutes be accepted. Phil Shahan seconded the motion. Motion carried.

IV: Jeanne Widenmyer submitted the Treasurer's Report through 28 February 2015 (encl 3). Income was \$877.31. Expenditures totaled \$9,994.10. Garfield Parker motioned the report be accepted as submitted. Phil Shahan seconded the motion. Motion Carried.

V: Captain's Report – Phil Shahan

1. Participation:
  - a. Thanks everyone one who came out this month. Awesome sight seeing everyone coming out to help.
  - b. 45 calls this month alone
2. Winter Weather:
  - a. Hopefully this was the last round and Spring weather is now approaching
  - b. Continue to use caution when responding to the station and on the roads with the ambulances. "Slow and Steady wins the race".
  - c. Request Fire Department for lift and/or porting, when you need it.
3. Radios and Communications:
  - a. Hopefully the last round of radio reprogramming was done.
  - b. No new radio system news, await the completion and occupations of the new Sheriff's Office.
  - c. Icom: Radios are cheaper than Motorolas and work on the system. We would be able to have the alert features we miss.
    - i. Slowly transition to all Icom portables.
4. New PEMS Protocols:
  - a. Protocols are in effect as of March 1, 2015. Training will be held once printed copies are available.

- i. There has been a problem with the contract printer at this time. Protocol updates will be ordered and supplied to EMTs as soon as this issue is resolved.
5. New Drug Boxes:
  - a. New drug boxes are live. Schematics will be posted in the cabinets.
  - b. When exchanging drug boxes DURING THE DAY, exchange both the red and blue box for one yellow box at the Pharmacy.
6. Vehicle check lists have been updated
7. RSAF Grant
  - a. Grant request will be submitted this month.
8. New Stair Chair
  - a. Was donated by Rebekah Haynie in memory of her mother. Memoriam stickers will be added to the chair as soon as the ones that have been ordered arrive.
9. Station & Ambulance Clean Up
  - a. While it is appreciated when members perform standbys at the station, it is imperative to make sure that everyone cleans up after themselves. Leave the station and the ambulances in better shape than you found them in whenever possible.

VI: 1<sup>st</sup> Lieutenant Report – Devin Basye

1. Absent, no report provided.

VII: 2<sup>nd</sup> Lieutenant – Tomika Crockett

1. Absent, no report provided.

VIII: President's Report – Janice Kauffman

1. The meeting with the OEMS personnel has been rescheduled due to weather. The new meeting date is March 9, 2015, at 1800 hours at the new courthouse. All members are encouraged to attend.

2. Again, it is stressed that while it is appreciated when members perform standbys at the station, it is imperative to make sure that everyone cleans up after themselves.

3. Community CPR/First Aid Class on March 15, 2015, has been rescheduled due to unavailability of instructors.

4. Fundraising – packets of 5 signs per packet have been made up and are available to be signed out and sold. The fundraising letters will be mailed out later this month.

IX: Vice President-Garfield Parker

1. Thanks to everyone who has been running calls in the inclement weather. You are appreciated.

X: Auxiliary – Rebekah Haynie

1. No report at this time.

XII: Membership

1. Nicole Shepherd has applied for a 6 month probationary membership. Nicole is a dispatcher with the Northumberland County Sheriff's Office, current member of Callao Volunteer Fire Department, and has experience as a CNA. Nicole is interested in running as an attendant at this time and pursuing her EVOC certification. Garfield Parker motioned that Nicole be granted a 6 month probationary membership. Brandy Robinson seconded the motion. Motion carried.

XIII: Vehicle Officer: Charles Howard

1. Thanks to everyone who participated in the standbys at First Baptist Church.
2. Thanks to everyone who drove safely in the inclement weather.
3. Make sure to rinse the units off when returning to the station, especially after inclement weather.

XIV: Member at Large: Sarah Cole

1. Monthly reports have been submitted and distributed.
2. Infection Control and Personnel files are being updated for the upcoming inspection. Please submit all requested paperwork as soon as possible.

XVI: Garfield Parker motioned to adjourn the meeting. Phil Shahan seconded the motion. Meeting adjourned at 2030 hours. The next meeting is scheduled for Wednesday, 1 April, at 1930 hours.

XVII: Conclusions

1. Nicole Shepherd has been granted probationary membership.
2. Everyone's participation is greatly appreciated but it is necessary to clean up after yourselves.
3. Training will be held when new PEMS protocols are available in print.

Respectfully submitted,  
Sarah Cole

Enclosures 5 w/d

- (1) Attendance
- (2) February minutes
- (3) February Treasurer's Report
- (4) February call report
- (5) RSAF Grant information

**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Garfield Parker on Wednesday, 1 April 2015 at 1930 hours.

II: Attendance (encl 1) Larry Bahl, Devin Basye, Sarah Cole, Howard Fones, Sue Fones, Rebekah Haynie, Robert Hundley, James Packett, Garfield Parker, Matthew Ness, Bandy Robinson, Joseph Schlatter, Phil Shahan, James Webber, Jeanne Widenmyer, and were present. Megan Baughan, Roger Briney, Charlie Howard, Janice Kauffman, Zach Kues, and Nicole Shepherd were excused.

III: Minutes of the March 2015 meeting (encl 2) have been posted. Jeanne Widenmyer motioned the minutes be accepted. Devin Basye seconded the motion. Motion carried.

IV: Jeanne Widenmyer submitted the Treasurer's Report through 31 March 2015 (encl 3). Income was \$1609.69. Expenditures totaled \$11,809.75. Larry Bahl motioned the report be accepted as submitted. Rebekah Haynie seconded the motion. Motion Carried.

V: Captain's Report – Phil Shahan

1. Participation:
  - a. Thanks to everyone for running calls.
2. Mutual Aid:
  - a. Please respond to mutual aid calls whenever you are available to do so. It is important to help the other squads in the county to ensure that all of the residents of the county receive the care they need.
3. Radios and Communications:
  - a. Transitioning from Motorola to Icom.
  - b. Tentative date of April 21, 2015 for the new system going live at the new Sheriff's Office.
4. FieldBridge:
  - a. Provider Impressions of "Other" and "Not Applicable" have been removed.
5. Interns and Community Service:
  - a. Savannah Waters has joined us as Inter 4103.
  - b. High school seniors need community service hours and will be helping around the squad.
    - i. A member MUST be present with the student.
    - ii. Some examples of things the students will be doing are:
      1. Removing paint chips from the roof
      2. Weeding and mulching the flower beds



3. Sweeping floors
  4. Cleaning the inside of the ambulances with Sani-Cloth wipes
  - iii. The list will be posted in the bay
6. Training
- a. Upcoming training will be held on the new pediatric immobilizers
    - i. The equipment will not be placed on the trucks until training is complete
  - b. A tour of the new Sheriff's Office is being arranged for training purposes as well
  - c. EVOC
    - i. Class will be held in Kilmarnock April 18 and 19
7. RSAF Grant
- a. Grant request will be reviewed April 11.
    - i. 18 grants have been submitted for 265 pieces of equipment
8. Equipment
- a. EZ-IO
    - i. Drill needles can only be replaced at the hospital if the patient is transported to the hospital. Needles are \$115 per piece. Whenever possible, even if a code is called on scene, attempt to transport to the hospital.
  - b. LifePak in 46
    - i. Make sure to check the batteries prior to removing the unit from the station.
    - ii. Batteries and the charging bank are located on the counter in the bay.
9. Standbys
- a. April 11 – Little League Opening Day
    - i. Sign up sheet is in the bay
  - b. April 18 – Farmer's Market
    - i. Sign up sheet is in the bay
  - c. April 25 – Northumberland Elementary School 5k
    - i. 0730-1030 hours
    - ii. Sign up sheet passed around

VI: 1<sup>st</sup> Lieutenant Report – Devin Basye

1. Please let Phil or Devin know if you have any topics you would like to receive training on.

VII: 2<sup>nd</sup> Lieutenant – Tomika Crockett

1. Absent, no report provided.

VIII: President's Report – Janice Kauffman

1. Absent, no report provided.

IX: Vice President-Garfield Parker

1. Thanks to everyone who has been running calls, you are all doing a great job. You are appreciated.
2. Fundraising Letters
  - a. Stuffing party will be at the station April 9 from 1000-1300 hours

X: Auxiliary – Rebekah Haynie

1. Bingo – April 10
2. Meeting – April 13
3. Music and Chicken Dinner – May 16

XII: Membership

1. Megan Baughan, Howard Fones, Jaime Packett, and Jim Thompson have completed their probationary periods. Robert Hundley made a motion to accept all four members as regular members. Rebekah Haynie seconded the motion. Motion carried.

XIII: Vehicle Officer: Charles Howard – Absent Report given by Joe Schlatter

1. Battery issue on 48 has been fixed
2. LifePak Code Summary issue has been fixed
3. Make sure to rinse the units off when returning to the station, especially after inclement weather.

XIV: Member at Large: Sarah Cole

1. Monthly reports have been submitted and distributed.
2. Infection Control and Personnel files are being updated for the upcoming inspection. Please submit all requested paperwork as soon as possible.

XV: New Business

1. Northumberland Community Problem Solvers
  - a. Group of middle school students have “adopted” MCVRS for their project. They have gathered donations and will be building us a more visible sign to attempt to assist us with recruitment of new members.
    - i. Members held a bake sale on March 28 and raised \$437.00 for the squad.
    - ii. Their project won second place in a statewide competition.
      1. Once the award date and time has been announced, a crew will go to support the team.

XVI: Phil Shahan motioned to adjourn the meeting. Rebekah Haynie seconded the motion. Meeting adjourned at 2006 hours. The next meeting is scheduled for Wednesday, 6 May, at 1930 hours.

XVII: Conclusions

1. It is important to run mutual aid calls whenever possible.
2. Standby requests have started again and crews are needed. Please sign up if available.
3. Megan Baughan, Howard Fones, Jaime Packett, and Jim Thompson have been granted regular membership.
4. Everyone's participation is greatly appreciated.
5. Northumberland Community Problem Solvers are raising money for us and providing us with a new sign.

Respectfully submitted,  
Sarah Cole

Enclosures 4 w/d

- (1) Attendance
- (2) March minutes
- (3) March Treasurer's Report
- (4) March call report

**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Janice Kauffman on Wednesday, 6 May 2015 at 1937 hours.

II: Attendance (encl 1) Rebekah Haynie, Jeanne Widenmyer, Joseph Schlatter, Charles Howard, Paul Ryan, James Webber, Kay Lewis, Robert Hundley, ,Janice Kauffman, Phil Shahan Brandy Robinson, Matthew Ness, Sue Fones, Howard Fones, Larry Bahl, Doug Pond, Jamie Packett, Tomika Crockett, Carol Yerby. Devin Bayse, Wes Worling, Meghan Baughan, Jonathan Brown, Nicole Shephard, Melvin Cockrell, Ashley Gregory, Larry Bahl and Sarah Cole were excused.

III: Minutes of the April 2015 meeting (encl 2) have been posted. Jeanne Widenmeyer motioned the minutes be accepted. Paul Ryan seconded the motion. Motion carried.

IV: Jeanne Widenmyer submitted the Treasurer's Report through 30 April 2015 (encl 3). Income was . Phil Shahan motioned the report be accepted as submitted. Jaime Packett seconded the motion. Motion Carried.

V: President Report – Janice Kauffman the following trainings have been set up: May 13, training for the new radios system, May 12 the new radio system will go live, May 27 mandatory Infectious control training. New PIMS protocol manuals have been ordered. Just as a reminder if Rick McClure goes on any calls the box for other agency responding must be checked. It will say Northumberland County Department of Emergency Services. We have had a total of 190 calls so far this year and we thank all of you for help. The website site has been changed.

VI: 1<sup>st</sup> Lieutenant Report: Devin Bayse

New

1. Signup sheets are in the bay for upcoming events please sign up.

VIII: Captain Report – Phil has been asked by the Mila Cub Scouts to teach a basic first aid class, possibly on May 18<sup>th</sup>. Phil was also asked about teaching a community CPR class. Phil and Janice will discuss and see if they can combine it with an already scheduled class. On June 6 the Community Problem Solvers will be installing our new

sign asking for volunteers. Devin will be reviewing all ALS supplies and he and Sarah will be placing an order.

IX: Vice President

1. None

X: Auxiliary – Rebekah Haynie

XII: Membership: Brandy Robinson made a motion to accept Jonathan Brown with a six month probation and Joe Schlatter seconded the motion. Motion carried. It was decided to extend Robbie Barrett's probation be extended another six months.

XIII: Vehicle Officer: Charles Howard. There was a recall on 42 for the exhaust system and it has been taken care of. Please do not change the suspension on the squads.

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XIV: Member at Large: Sarah Cole

XVI: Old Business

XVII: New Business

XVI: Phil Shahan motioned to adjourn the meeting. Brandy Robinson seconded Wednesday 6 May, at 1930 hours.

Respectfully submitted Kay Lewis

Enclosures 4 w/d

- (1) Attendance
- (2) April minutes
- (3) April Treasurer's Report
- (4) April call report

**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Janice Kauffman on Wednesday, 3 June 2015 at 1900 hours.

II: Attendance (encl I) Rebekah Haynie, Jeanne Widenmyer, Joseph Schlatter, Charles Howard, Kay Lewis, Sarah Cole, Wes Werling, Robert Huundley,, Janice Kauffman, Phil Shahan Brandy Robinson, Matthew Ness, Sue Fones, Howard Fones, Larry Bahl, Jamie Packett. Garfield Parker, Devin Bayse, Roger Briney, Ashley Gregory, Melvin Crockrell, Jeff Newsome, Nicole Shephard and Robbie Barrett were excused.

III: Minutes of the May 2015 meeting have been posted. Janice Kauffman motioned the minutes be accepted. Paul Ryan seconded the motion. Motion carried.

IV: Jeanne Widenmyer submitted the Treasurer's Report through 31 May 2015 (encl Income was \$9118.00.

Janice Kaufmann motioned the report be accepted as submitted. Phil Shahan seconded the motion. Motion Carried.

V: Captain's Report – Phil Shahan,

1. Thanks to all who responded to calls. Year to date calls are at 235.
2. Congratulations to Meghan Baughn and Doug Pond. Meghan passed her EMT test and Doug is now a certified driver.
3. Please note that the radio in the bay has been set back to the alerts beeps. It has also been reported that there is poor radio reception in the Bay Quarters Shores area and there is only about 95% coverage in the Sampsons Wharf area. The county is going to be doing a radio assessment and will address this issue.
4. PEMS protocol updates were ordered two months ago and we haven't received yet. Phil will follow up on the status of shipment.
5. We are due for our inspection in the month of July. Volunteers are needed to help do inventory and cleaning.

VI: 1<sup>st</sup> Lieutenant Report: Devin Bayse

No report

1. Signup sheets are in the bay for upcoming events please sign up.

VIII: President's Report – Janice Kauffman

1. The Community Problem Solvers sign is ready to install. We need volunteers to make a frame and install.
2. State Bridge will be going live on August 31. Janice has set up a training site.
3. We were nominated for 6 PEMS awards but sadly we didn't win any.
4. The American Red Cross First Responders Lunch will be held on June 13<sup>th</sup> at the Callao Squad Building. There is no charge. Please let Janice know if you are interested in going.
5. The auxiliary will be disbanded as of June 8, 2015. Discussions will be held at a later date to see if there is any interest in re-establishing.

IX: Vice President – Garfield Parker

1. None

X: Auxiliary –

1. None

XII: Membership

1. A vote was taken to accept the request from 2nd Lt. Tomika Crockett to go on a 6 month medical leave and that Sarah Cole will temporarily serve in her place until her return. Garfield Parker first motion and Joe Schlatter seconded the motion

XIII: Vehicle Officer: Charles Howard

2. Number 48 is out of service due to the radio. Please try to use Number 46 as much as possible because we would like to reach 100,000 miles before the end of the year.

XIV: Member at Large: Sarah Cole

1. Sarah will be contacting members that are missing trainings and other items.

XVI: Old Business- NONE

XVII: New Business-

1. Grants will be awarded on July 1.

2. Volunteers are needed at 10:00 am Saturday to install the new sign.
3. Picnic will be held on July 11, 2015 at the Mallard Bay Pool House. Sign up sheets are in the bay. Please bring a side dish, hot dogs and hamburgers will be provided.

XVI: Garfield Parker motioned to adjourn the meeting. Jaime Packett seconded the motion, Wednesday 3 January, at 2010 hours.

Respectfully submitted Kay Lewis

Enclosures 4 w/d

- (1) Attendance
- (2) June minutes
- (3) June Treasurer's Report
- (4) June call report



**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Garfield Parker on Wednesday, 1 July 2015 at 1900 hours.

II: Attendance (encl I) Rebekah Haynie, Jeanne Widenmyer, Joseph Schlatter, Charles Howard, Kay Lewis, Sarah Cole, Wes Werling, Robert Huundley,, , Phil Shahan Brandy Robinson, Jordan Plant, Jim Webber, Matthew Ness, Sue Fones, Howard Fones, Larry Bahl, Jamie Packett. Garfield Parker. Devin Bayse, Roger Briney, Ashley Gregory, Melvin Crockrell, Jeff Newsome, Nicole Shephard , Robbie Barrett ,Toimka Crockett and Janice Kaufmann were excused.

III: Minutes of the June 2015 meeting have been posted. Phil Shahan motioned the minutes be accepted. Garfield Parker seconded the motion. Motion carried.

IV: Jeanne Widenmyer submitted the Treasurer's Report through 30 June 2015 (encl Income was \$1735.00.

Phil Shahan motioned the report be accepted as submitted. Jaime Packett seconded the motion. Motion Carried.

V: Captain's Report – Phil Shahan,

1. Thanks to all who responded to calls. We responded to 45 calls this month.
2. The county is grid testing the new radio system. Phil will provide an update when he has one.
3. We will have our inspection on July 22 and we need volunteers to take inventory and clean.
4. PEMS protocol updates are now in. Please see Phil if you need them. All have been updated in the squads.
5. Reedville Parade is this Saturday, July 4<sup>th</sup>. Line up is at 2 and the parade starts at 3. Sign up sheets are in the bay.
6. July 8<sup>th</sup> we are going to go over and tour the new Sheriff's office. Please assemble at the building at 6:30 and we will go over at 7:00 for the tour.
7. Please welcome Jordan Plant. She will start going along as a third on calls as well as Savannah Waters, two of Miss Sandy's EMT students.

8. Follow up to the EMS meeting held by the county, they will be advertising 8 positions for full time EMTs. We can have a full time EMT for two days a week from 6:00 am to 6:00 pm. We need to decide what days we want. Once all of this has been finalized, Rick McClure will come and explain exactly what this will entail.
9. Please note that Callao Rescue Squad only has one EMT on their roster now so we may have to step our mutual aid calls for them.
10. Good job everyone on maintaining the checklists.
11. Please note that RGH has new pharmacy hours. M-F they are open 8-8 and the weekends they are open from 8-6.

VI: 1<sup>st</sup> Lieutenant Report: Devin Bayse

No report

1. Signup sheets are in the bay for upcoming events please sign up.

VIII: President's Report – Janice Kauffman

1. No report

IX: Vice President – Garfield Parker

1. None

X: Auxiliary –

1. None

XII: Membership

1. A vote was taken to accept the request from 2nd Lt. Tomika Crockett to go on a 6 month medical leave and that Sarah Cole will temporarily serve in her place until her return. Garfield Parker first motion and Joe Schlatter seconded the motion

XIII: Vehicle Officer: Charles Howard

2. Number 48 is back in service due. Please try to use Number 46 as much as possible because we would like to reach 100,000 miles before the end of the year.

XIV: Member at Large: Sarah Cole

1. Sarah will be sending out reports by tomorrow night. Please note that EMSAT training is July 15<sup>th</sup> and it is mandatory.

XVI: Old Business- NONE

XVII: New Business-

1. Grants were awarded on July 1, we got approved for a new Stryker cot. The state will pay 50% and we pay 50%.
2. Picnic will be held on July 11, 2015 at the Mallard Bay Pool House. Sign up sheets are in the bay. Please bring a side dish, hot dogs and hamburgers will be provided. Family is welcome.
3. Edwardsville will be having a parade on September 12<sup>th</sup> and would like Mid County to participate. More to follow.
4. Joe's church is sponsoring a Spaghetti Supper on 7/31 from 5:00-7:00 and all proceeds will benefit Mid County.

XVI: Garfield Parker motioned to adjourn the meeting. Jaime seconded the motion, Wednesday 1 July, at 1930 hours.

Respectfully submitted Kay Lewis

Enclosures 4 w/d

- (1) Attendance
- (2) June minutes
- (3) June Treasurer's Report
- (4) June call report

**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Garfield Parker on Wednesday, 5 August 2015 at 1900 hours.

II: Attendance (encl I) Rebekah Haynie, Jeanne Widenmyer, Joseph Schlatter, Charles Howard, Kay Lewis, Sarah Cole, Wes Werling, Robert Huundley, Phil Shahan Brandy Robinson, Jim Webber, Matthew Ness, Sue Fones, Howard Fones, Larry Bahl, Jamie Packett. Garfield Parker, Devin Bayse, Nicole Shepherd, Janice Kaufmann. Roger Briney, Ashley Gregory, Melvin Crockrell, Jeff Newsome, Robbie Barrett, Toimka Crockett and were excused.

III: Minutes of the July 2015 meeting have been posted. Phil Shahan motioned the minutes be accepted. Garfield Parker seconded the motion. Motion carried.

IV: Jeanne Widenmyer submitted the Treasurer's Report through 31 July 2015 (encl Income was \$48, 541.59.

Devin Bayse motioned the report be accepted as submitted. Phil Shahan seconded the motion. Motion Carried.

V: Captain's Report – Phil Shahan,

1. Thanks to all who responded to calls. We responded to 30 calls this month.
2. Still getting complaints about the radio coverage. The county is still doing grid testing on and an update will be provided
3. Thank you to everyone who helped out and cleaned prior to our inspection.
4. As you know the county is hiring career personnel. On Sept 2 and 3 they will be in the building getting familiar with the equipment and the building.
5. Callao still has an EMT shortage. Jimmy Brann is now the President.
6. I am working on getting 10 new radios.
7. We ask again for you NOT to adjust the suspension on any of the vehicles, especially #42.
8. Please note that Dr. Doyle's office in Heathsville is now open and there is no back door and patients have to be carried out through the waiting area.

9. We have mandatory training on August 12<sup>th</sup> on the new web based computer system.

VI: 1<sup>st</sup> Lieutenant Report: Devin Bayse

1. Signup sheets are in the bay for upcoming events please sign up.
2. Training on August 19 for MSAT. Very important for drivers and thirds to attend.
3. Thanks to everyone help on preparing for the inspection.

VIII: President's Report – Janice Kauffman

1. Thanks to everyone who helped with the inspection and who helped clean the kitchen. A new microwave was donated and has been installed. Please observe and maintain the neatness.
2. We have some new patches, please see Sarah.
3. As Phil mentioned Dr. Doyle's office in Heathsville is now open. I have talked to the office manager and she said for us to stop by for a tour.
4. We are planning to have the floor redone before the end of the year.
5. We are planning to start a fundraising committee. Please see me if you are interested.
6. Northumberland County EMS has approached us about purchasing one of our ambulances.
7. Sign up sheet in the bay for the Northern Neck Electrical Co-op dinner for August 6. We will meet at the building at 4:00 pm.

IX: Vice President – Garfield Parker

1. Thanks to everyone who worked so hard for the picnic and also for the help on the call Sunday night.

X: Auxiliary –

1. None

XII: Membership

1. Congratulations to Howard and Sue Fones, Larry Bahl and Doug Pond who are now off 8 month probation.
2. A vote was taken to admit Joe Hylan and Ariana Lewis as new members and will be on 6 month probation.

XIII: Vehicle Officer: Charles Howard

3. AGAIN do not adjust the suspension on any of the vehicles.
4. Please make sure that you do an inventory on the vehicle when it is returned and take any trash out.

5. Please do not leave any used gloves on the dashboard and do not drive with gloves on.

XIV: Member at Large: Sarah Cole

1. Sarah presented 5 year pins to Phil, Devin and Joe. Congratulations and thank you for your service.

XVI: Old Business- NONE

XVII: New Business-

Wes motioned for a vote by members on whether to sell Northumberland EMS. All agreed, none oppose. Phil Shanahan that motioned be carried and Sarah Cole seconded the motion.

XVI: Janice Kauffman motioned to adjourn the meeting. Jaime seconded the motion, Wednesday 5 August, at 1945 hours.

Respectfully submitted Kay Lewis

Enclosures 4 w/d

- (1) Attendance
- (2) July minutes
- (3) July Treasurer's Report
- (4) July call report

**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Janice Kauffman on Wednesday, September 2, 2015, at 1932 hours.

II: Attendance (encl 1): Larry Bahl, Roger Briney, Sarah Cole, Mary Steede Ewell, Howard Fones, Sue Fones, Rebekah Haynie, Charles Howard, Robert Hundley, Joseph Hylan, Janice Kauffman, Jeff Newsome, Chris Packett, Jamie Packett, Jennifer Packett, Garfield Parker, Jordan Plante, Phil Shahan, Joe Schlatter, Wes Werling, Jean Widenmyer, and Angela Yerby were present. Devin Basye, Megan Baughan, Johnathon Brown, Melvin Cockrell, Ashley Diggs, Kay Lewis, Paul Ryan, and Jim Webber were excused. Tomika Crockett is on leave of absence.

III: Minutes of the August 2015 meeting (encl 2) have been posted.

IV: Jean Widenmyer submitted the Treasurer's Report through August 31, 2015 (encl 3). Disbursements totaled \$17045.71 while income totaled \$2607.70. The balance forward is \$314,118.63. Phil Shahan motioned that the report be accepted as presented. Roger Briney seconded the motion. The motion carried.

V: Captain's Report: Phil Shahan

1. Thank you to everyone for running calls this month. We were blessed with a few days when the radio didn't make a sound, and then a few where it didn't stop.
2. Football Standbys
  - a. High School Football games are starting again this month, please sign up as you are able.
3. Edwardsville Day Parade
  - a. September 12th, Line up at 1215, Parade starts a 1300.
4. VaV3
  - a. We are now live.
  - b. Still unable to monitor statistics using Elite Bridge, be sure to accurate record all call information details on the ePPCRs and the Call Log.
  - c. Preset narratives are gone.
  - d. Repeat Patient information is gone as well, needs internet to load repeat patient information.
  - e. Load and log in prior to leaving station.
  - f. Be sure to record medication box exchanges on narratives.
  - g. Probably not in full/final form as of yet.
  - h. Reports are printed from a webpage, instead of a pdf creation

5. NCDES: Paid staff has now started
  - a. Rick is now ES-1, no longer unit 100.
  - b. Communications: Continue to address concerns with Captains
6. Training this month:
  - a. PEMS STEMI Task Force Presentation September 16th, 1830 (1845)
  - b. EMSAT September 16th, 1930 Topic: High Threat Emergency Care
  - c. Working on having a Landing Zone Class by LifeEvac in October
  - d. KLVRS is hosting an EVOC class on September 19-20.
  - e. Callao Rescue is working on holding a hybrid EMT course, more details as they are available
7. EMTs please sure to check dates and drug boxes during transports. Please exchange boxes with Pharmacy within 5 days of expiration dates.
  - a. Please write out "Mid-County VRS" on Medication Box Blue cards when completing them, several other PEMS area agencies have similar initials of MCVRS/MVRS per PEMS.
8. Inclement Weather
  - a. Please start making preparations for Tropical Storms and the winter weather season now.
  - b. Tropics are really starting brew.

VI: 1<sup>st</sup> Lieutenant's Report: Devin Basye

1. Absent, no report.

VII: 2<sup>nd</sup> Lieutenant's Report: Tomika Crockett

2. On leave of absence, no report.

VIII: President's Report – Janice Kauffman

1. The website is up to date.
2. Everything has been posted.
3. Thanks for running calls.
4. Bay Floors
  - a. Will be painted September 15
  - b. Everything will have to be moved out of the bay September 14
  - c. Bay doors will NOT be open
  - d. Ambulances will be parked outside, and plugged in during this time.
  - e. Place ePPCR reports under operations office door.
  - f. Logbook for calls will be in the meeting room and keys for ambulances will be placed on the board in the supply room
  - g. We will leave 46 out of service during this time.
5. VaV3
  - a. Make sure call logs and patient paper sheets are still being used.
6. Medications
  - a. RGH does not want medication lists anymore, they want the actual medications.



7. Sign-up Sheets

- a. Members can still sign up even if a full crew is already listed as a crew  
MUST remain on scene at whatever the standby event is

IX: Vice President - Garfield Parker

1. Good work on calls, especially traumas.

X: Auxiliary – Rebekah Haynie

1. Auxiliary has disbanded, but Rebekah would like everyone to know Paul Ryan is recovering from his surgery well.

XII: Membership

1. Chris and Jennifer Packett have applied for probationary membership. Both are EVOC certified. Garfield Parker made the motion to accept the application for probationary membership. Roger Briney seconded the motion. Both motions carried and probationary membership has been extended to both Chris and Jennifer Packett.
2. Nicole Shepherd's probationary period has expired. Garfield Parker made a motion to extend her probationary period for an additional six months. Jeanne Widenmyer seconded the motion. Motion carried.
3. Megan Baughan and Jonathon Brown are both away at college and have submitted requests to be granted leave of the monthly requirements while they are away. Garfield Parker made a motion to accept the requests. Joe Schlatter seconded the motion. Motion carried.

XIII: Vehicle Officer: Charles Howard

1. Joe Hylan and Wes Werling area both able to drive to the scene with a released driver.
2. Do a check sheet after each call, even if it is a refusal.

XIV: Member at Large: Sarah Cole

1. Monthly reports have been compiled and submitted.
2. Infection Control: All is well.
3. Calls
  - a. 375 calls to date – 333 total calls in 2014
  - b. 52 calls in August
  - c. 2 dropped calls this year, one was last week
  - d. 11 mutual aid calls in August alone
    - i. 10 mutual aid calls for Callao
    - ii. 1 mutual aid call for Northumberland
    - iii. 81 mutual aid calls for the year – 62 total mutual aid calls in 2014

XVI: New Business:

1. Make sure to make the paid crews feel welcome. Members can still respond on calls with the paid crews.

XVII: Old Business:

1. RSAF Grant was awarded for a new PowerCot. Expected shipping date of October 28, 2015.

XVIII: Adjournment

1. Motion made by Jeanne Widenmyer. Seconded by Roger Briney. Motion carried and the meeting was adjourned at 2018 hours.

The next meeting is scheduled for Wednesday, October 7, 2015, at 1930 hours.

XIV: Conclusions –

1. Paid crews have now started staffing stations – please make them feel welcome.
2. Chris Packett and Jennifer Packett have been granted probationary membership.
3. Sign up for any available standby opportunities.

Respectfully submitted,  
Sarah Cole

Enclosures

- (1) Attendance
- (2) August minutes
- (3) August Treasurer's Report
- (4) August call report

**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Garfield Parker on Wednesday, 7 October 2015 at 1900 hours.

II: Attendance (encl 1) Rebekah Haynie, Jeanne Widenmyer, Charles Howard, Kay Lewis, Janice Kaufmann, Robert Huundley, Phil Shahan, Jim Webber, Sue Fones, Howard Fones, Larry Bahl, Garfield Parker, Devin Bayse. Brittany Hall, Joe Schlatter, Jordan Plant, Carol Yerby, Jennifer Packett, Chris Packett, Parker Childs, Jaime Packett, Mary Ewell, Paul Ryan.

Sarah Cole, Wes Werling, Nicole Shepherd, Roger Briney, Ashley Gregory, Melvin Crockrell, Jeff Newsome, Robbie Barrett, Toimka Crockett were excused.

III: Minutes of the September 2015 meeting have been posted. Phil Shahan motioned the minutes be accepted. Garfield Parker seconded the motion. Motion carried.

IV: Jeanne Widenmyer submitted the Treasurer's Report through 30 September 2015 Income was \$902.70.

Phil Shahan motioned the report be accepted as submitted. Devin Bayse seconded the motion. Motion Carried.

V: Captain's Report – Phil Shahan

1. Thanks to all who responded to calls. We responded to 20 calls this month.
2. Thanks to everyone who helped get the bays ready for the new floors.
3. Coordination with the county EMS is going well.
4. In early September there was a radio failure. They are setting up an text communication that will be sent out,
5. There will be training on October 28<sup>th</sup> at 7:00 pm for the LifeVac 3.
6. We are still having some issues with VAV3 but the reporting has been good.
7. On October 24 First Baptist Church is having a parade. Sign up sheet in the bay.

VI: 1<sup>st</sup> Lieutenant Report: Devin Bayse

1. Supplies are being re-stocked. Thank you.

VIII: President's Report – Janice Kaufmann

1. There are sign up sheets be passed around for Christmas party, Fundraising and Nominating Committees.
2. Janice will not be here for the November 4 meeting.
3. Tomika Crockett has been cleared and is back on duty.
4. The County Crew has no complaints. It seems to be working out great with them so far.
5. Compressors are off again and RMC will be coming on Friday to work on them.
6. The web site has been updated.

IX: Vice President – Garfield Parker

1. None

X: Auxiliary –

1. None

XII: Membership

1. None

XIII: Vehicle Officer: Charles Howard

1. None

XIV: Member at Large: Sarah Cole

1. None

XVI: Old Business- NONE

XVII: New Business- NONE

XVI: Charles Howard motioned to adjourn the meeting. Rebekah Haynie seconded the motion, Wednesday 7 October, at 1945 hours.

Respectfully submitted Kay Lewis



**MID-COUNTY VOLUNTEER RESCUE SQUAD**  
**P.O. BOX 355**  
**HEATHSVILLE, VA 22473**

I: The General Business Meeting of Mid-County Volunteer Rescue Squad was called to order at the Squad Building by Garfield Parker on Wednesday, 4 November 2015 at 1900 hours.

II: Attendance (encl I) Rebekah Haynie, Jeanne Widenmyer, Charles Howard, Kay Lewis, Sarah Cole, Wes Werling, Robert Huundley, Phil Shahan Jim Webber, Sue Fones, Howard Fones, Larry Bahl, Garfield Parker, Devin Bayse. Brittany Hall, Valerie Barton, Carol Yerby, Jennifer Packett, Chris Packett, Parker Childs, Mary Ewell, Paul Ryan.

Nicole Shepherd, Janice Kaufmann, Roger Briney, Ashley Gregory, Melvin Crockrell, Jeff Newsome, Robbie Barrett, Toimka Crockett and Joseph Schlatterwere excused.

III: Minutes of the October 2015 meeting have been posted. Phil Shahan motioned the minutes be accepted. Garfield Parker seconded the motion. Motion carried.

IV: Jeanne Widenmyer submitted the Treasurer's Report through 31 October 2015 Income was \$22,651.58.

Phil Shahan motioned the report be accepted as submitted. Garfield Parker seconded the motion. Motion Carried.

V: Captain's Report – Phil Shahan

1. Thanks to all who responded to calls. We responded to 34 calls this month.
2. Urbanna Oyster Festival is November 5. Line up for the parade will be at 4:00 PM
3. The power bed is on back order.
4. There is an event at Macedonia Church on Saturday, November 7 from 10-12. Sign up sheet in the bay.
5. Rick McClure sent out an email regarding billing and it will take 6 months to implement.
6. There will be a County EMS meeting on November 16<sup>th</sup>. Please see if you have any questions or concerns that you want brought up.
7. If you are at the building and have some down time please check the batteries on the life packs. We are aware we need a 3<sup>rd</sup> charger.

8. Text alert formats have been changed. You will now be receiving 2 alerts.

VI: 1<sup>st</sup> Lieutenant Report: Devin Bayse

1. Thanks to everyone for keeping things clean in and around the building.
2. There will be an AMSTAT training this month.

VIII: President's Report – Garfield Parker

1. BS/Rappahannock Hospital update, they have paved the parking lot. They are currently an acute care hospital and are in the process of trying to become a critical care hospital.

IX: Vice President – Garfield Parker

1. None

X: Auxiliary –

1. None

XII: Membership

1. A motion was made to extend Jonathan Brown 6 month probation. Sarah Cole first motion, Phil Shahan seconded the motion.
2. Robert Hundley presented the nominees for the 2016-2017 officers and they will be voted on at the December 2 meeting.

XIII: Vehicle Officer: Charles Howard

1. Number 42 will be back home tomorrow. Charles and Robert will be going to pick up the vehicle.
2. Please remember to sign and put your number on all fuel tickets.
3. Make sure that your floodlights are turned off before getting back on the highway. Charles will be out of town from November 18- December 2.

XIV: Member at Large: Sarah Cole

1. Call sheet has been mailed out. Please see Sarah if you did not receive.
2. There was a motion made to remove Robbie Barrett from probation, Sarah made the first motion, Phil seconded it,

XVI: Old Business- NONE

XVII: New Business- NONE

XVI: Garfield Parker motioned to adjourn the meeting. Phil Shahan seconded the motion, Wednesday 4 November, at 1930 hours.

Respectfully submitted Kay Lewis