



Fauquier County Fire Rescue System

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*Battalion Chief Rich Cluff, Chair
Chief John Kane, NBVFR, Co-chair*

APPROVED

EMS COMMITTEE MINUTES

Fauquier Hospital, 500 Hospital Drive, Sycamore Room

10/21/2025

Present: Chairperson Rich Cluff, FCFR, Co-Chair John Kane, NBVFR, Tom Litchford, WVFC, Joseph Williams, RVFR, Danielle McCloy, TPVFR, Petra Williams, GVFR, Executive Assistant Lindsay Flippo

I. Call to Order

Chairperson Cluff called the meeting to order at 1902 hours.

II. Adoption of the Agenda

The agenda was presented to the committee. Tom Litchford made a motion to adopt the agenda. Danielle McCloy seconded, and it was unanimously approved.

III. Approval of the Minutes

The minutes from the September 16th, 2025 meeting were presented to the committee. Danielle McCloy made a motion to approve the minutes as written, Tom Litchford seconded, and it was unanimously approved.

IV. Guests/Citizens

a. There were none present.

V. Training

- a. EMS and Protocol Update Training classes were held last week and are being held this week. Going well, but was pretty ALS heavy, to be able to involve and expose those who are normally not in those situations as BLS providers. There were 12 volunteers that were able to attend last week, unknown how many are attending this week. Also working on getting two evening, 3-hour classes, and two on a Saturday. There is a meeting tomorrow with training and related personnel to see whether registration will be through the website or direct contact email. There will be an update sent out to everyone once all the information becomes available. As a reminder, this training is mandatory for all system EMS providers, so to be released in Fauquier, you must attend.
- b. Spring EMT – January 10-May 2, with a CPR class on January 10th. They will be held Tuesday and Thursday evenings and Saturdays. December 28th is the last day to register.
- c. Warrenton’s Tom Litchford and New Baltimore’s Sam Neglia will begin hosting skills drills. The theme is “back to the basics” and they hope to hold them every two months. The first class, scheduled for 11/17, will be titled “Sick or not Sick the first 5 minutes” and focus on assessments. Subsequent skills drills will include BLS drugs, airways, and team approach to cardiac arrests to name a few. The first skills drill will be held at Warrenton. They will also be meeting with LTS. Josendale and Icaza, so they can be listed on the website and sent out to system providers.

VI. Pharmacy

- a. Possible modifications to pharmacy kits – a few providers have approached Pharmacy Manager Petra Williams asking for a couple of modifications to the kits, and Petra wanted to bring them up to the committee. The first was adding two more aspirin to the first-in kits, as there had been problems with crushed pills and thus being unusable for correct dosage. The second was adding 2x2s to be available for glass vial breaking for drug withdrawals within the kits. After discussion, it was decided to include an extra 2x2 for safety purposes, but the aspirin issue was held off unless pharmacy sees this become a prevalent problem.
- b. Remember attention to details, it is important for compliance and tracking. Also, communication is going well, please continue to alert Petra to any issues or problems. There will be new drugs added to the kits, along with GlideScopes to replace the McGraths, to be released Friday, with protocol rollout on Thursday. Please remember to send back all your McGraths so we can return them for reimbursement. Fridge kits will also be transitioning to pelican cases to allow for better maintenance of refrigerated drugs.

VII. Old Business

- a. Hospital Supply Room – when re-stocking ambulances, we just don't have the redundancy resources, so we cannot have a separate room at each station. If you have any issues, please reach out to the Pharmacy.

VIII. New Business

- a. OP 300.28 – Defining what is an aid. The precepting release procedure does have an aid process and that means getting signed off while riding, but they should not be giving patient care. Would it be beneficial to include what each provider is and define what each one means within this OP? When we are delivering care, no matter what, you need to be able to operate within our system. It seems futile to include every care level that does not work within our protocols and with our equipment. It might also mean they would be giving patient care without being fully vetted. Tom Litchford asked if someone could be released at a lower level to practice, but not at the AIC level? Cluff replied no because there could be issues with equipment usage or protocol knowledge by the provider. The leadership phase is where you show you can do it without help, that you can apply this information, and to physically evaluate it so you can do it on your own. Tom Litchford inquired about the participation phase vs leadership phase and clarity. Cluff replied that you must be evaluated in the leadership phase to be released.

IX. Roundtable

- a. If you have been a released EMT and could be considered not released, you should receive an email or letter stating you are getting close and should rectify it immediately. Unfortunately, there has been a lack of notifications regarding released providers. There was a GO released but has not been updated since 2022. The new preceptor program managers are working to update this list and let everyone know if they are released or not. Chairperson Cluff informed the committee that this Thursday there will be a list released of active providers and going forward we will be keeping everyone updated, so we can manage notifications a bit better. We need to capture everyone first, and then we can notify them in a reasonable timeframe regarding status.
- b. GlideScopes – OP 314 has been released. Please take a moment to review and inform your station personnel regarding its content and release.

X. Adjournment

Motion to adjourn made by Joe Williams at 1941 hours. Danielle McCloy seconded the motion, and it was unanimously approved. The next meeting is TBD.