



**Minutes VEMA Board**  
**November 22<sup>nd</sup>, 2022**  
 Richmond Ambulance Authority  
 2400 Hermitage Rd. Richmond, VA 23220



**VEMA Board of Directors Members in Attendance:**

Voting Members:

Bobby Gelormine  
 Robert Foresman  
 Will Flagler  
 Danielle Progen  
 Sara Harrington  
 Melissa Meador (Region 2)  
 Paul Helmuth (Region 3)  
 Peter McCann (Region 4)  
 Sara Snowden (Region 5)

Willie Love (Region 5)  
 Tim Duffer (Region 6)  
 Michelle Oblinsky (VDEM)  
 Andrew Marinik (Colleges/Universities)  
 Alexander Hanna (Student Rep.)  
 Bo Keeney (Executive Director – Ex. Officio)

Non-Voting Members:

Donna Pletch

Additional Committee Chairs:

Brian Misner

Bill Lawson  
 Danielle Spach  
 Curtis Crawford  
 Walter English  
 Matt Leicester  
 Katie Moody  
 Lucy Carter  
 Alexa Boggs

The meeting was called to order at 10:08 am by Bobby Gelormine who presided.

The VEMA Board was reminded of the association’s conflict of interest and anti-trust policy statements and that all board members and committee chairs must adhere to those policies.

Call for any Conflicts of Interest and Anti-Trust Notification (Keeney)

Motion Helmuth/Flagler to approve the consent agenda as presented

1) to approve consent agenda (STILL TO BE UPDATED PENDING REPORTS TO BE SENT IN)

• Reports

- President (Gelormine)
- 1<sup>st</sup> Vice President (Flagler)
- Secretary (Harrington)
- Treasurer (Robison)

2) Motions

- o to approve the VEMA Financial Summary of Accounts as September 30, 2022 as distributed.
- o to approve the VEMA Financial Statement as September 30, 2022 as distributed.
- o to accept the VEMA Board of Directors minutes from the June 13, 2022 meeting as previously distributed
- o to accept the following as members of VEMA since June 13, 2022 as listed below
- o to drop the following members of VEMA effective September 30, 2022 as listed below.

3) President’s Report (Gelormine)

- a) MOU with VDEM

\*\* Report (Robison)

- a) Motion (Robison) to approve the VEMA Financial Summary of Accounts as September 30, 2022 as distributed.
- b) Motion (Robison) to approve the VEMA Financial Statement as September 30, 2022 as distributed.

\*\*Secretary’s Report (Dame)

- a) Motion (Harrington) to accept the VEMA Executive Board of Directors minutes from the June 13, 2022 meeting as previously distributed

b) Motion (Harrington) to accept the following as members of VEMA since June 13 2022: (to be updated)

• **INDIVIDUAL**

Member Name	Member Type	Effective Date	City	Company Name / Organizational Members / Notes
Alfred Kenyon	Individual	6/14/2022	Fairfax, VA	Fairfax County Department of Emergency Management
Brittany Schaal	Individual	9/1/2022	Richmond, VA	RESIGNED - NO LONGER IN EM - University of Richmond
Brooks Detroy	Individual	9/7/2022	Henrico, VA	Henrico County EMWS
Caleb Meyer	Individual	9/7/2022	Henrico, VA	Henrico County EMWS
Chris D. Mackey	Individual	10/24/2022	Richmond, VA	Department of Veterans Services
Christina Clark	Individual	7/14/2022	Chesterfield, VA	Chesterfield Fire & EMS
Craig Collins	Individual	9/7/2022	Henrico, VA	Henrico County EMWS
George H. Keefer	Individual	9/12/2022	Culpeper, VA	Culpeper County / REINSTATED FROM CAMPAIGN
Hollye Carpenter	Individual	6/30/2022	Eastville, VA	retired from Northampton County & does not wish to
Jackie Mashburn	Individual	9/7/2022	Henrico, VA	Henrico County EMWS
James McCabe	Individual	8/3/2022	Wytheville, VA	Wythe County / REINSTATED FROM CAMPAIGN
Jarren Strong	Individual	6/11/2022	Glade Spring, VA	Glade Spring Fire Department
Leanne W. Knox	Individual	8/16/2022	Charlottesville, VA	Virginia Department of Health - Blue Ridge Health Dis
Madison R L'Heureux	Individual	9/29/2022	Colonial Heights, VA	Colonial Heights Fire, EMS & Emergency Management
Raymond C. Whatley, Jr	Individual	10/20/2022	Gainesville, VA	Northern Virginia EMS Council (was previously voting)
Rhenee K. Allen	Individual	7/7/2022	Portsmouth, VA	US Coast Guard
Richard H. Nicorvo	Individual	6/30/2022	Alexandria, VA	retired from US Department of Homeland Security & R
Ronald E. Vicars	Individual	6/21/2022	Big Stone Gap, VA	Mountain Empire Community College
Tara H. Thomas	Individual	7/12/2022	not provided	USAF
VDEM	Individual	7/5/2022	Richmond, VA	Moved Jake Kezele from Sustaining to Individual
VDEM	Individual	7/5/2022	Richmond, VA	Removed: Tim Estes

• **ORGANIZATIONAL**

Member Name	Member Type	Effective Date	City	Company Name / Organizational Members / Notes
Truist	Organizational	8/4/2022	Richmond, VA	Linda Lippa / REINSTATED FROM CAMPAIGN
First Atlantic Restoratic	Organizational	8/10/2022	Virginia Beach, VA	Chad Riedlinger
Virginia Hospital & Hea	Organizational	8/22/2022	Richmond, VA	Matthew Marry
City of Manassas Park, F	Organizational	9/29/2022	Manassas Park, VA	Reinstated from 2020; James Soaper, Francis Rath & Joseph Neit
Alexandria OEM	Organizational	10/20/2022	Alexandria, VA	Removed: Ray Whatley; Michael Brown is now voting member

• **STUDENT**

Member Name	Member Type	Effective Date	City	Company Name / Organizational Members / Notes
Adam D. Katz	Student	6/13/2022	Fairfax, VA	City of Fairfax Emergency Management
Jordan Daniel	Student	7/19/2022	Chesterfield, VA	Chesterfield County Emergency Management Division

• **AFFILIATE**

Member Name	Member Type	Effective Date	City	Company Name / Organizational Members / Notes
Argo Navis Technologie	Affiliate	8/26/2022	Marion, VA	Tom W. Shelton
AshBritt, Inc.	Affiliate	8/27/2022	Deerfield Beach, FL	Jason Fawcett

• **STATE AGENCY**

Member Name	Member Type	Effective Date	City	Company Name / Organizational Members / Notes
University of Virginia	State Agency	9/13/2022	Charlottesville, VA	Switched from Organizational to State Agency; Removed Mackenzie Blake; ADDED Ak
George Mason Universi	State Agency	10/18/2022	Fairfax, VA	REINSTATED from 2022: Gregory Black (voting), Beth Brown, David Farris, Gina Reistru

• **SUSTAINING MEMBERS**

Member Name	Member Type	Effective Date	City	Company Name / Organizational Members / Notes
VDEM	Sustaining	8/10/2022	Richmond, VA	Removed: Christopher Cruz, Steven Dermer, Julio Reyes, Elantra Spencer, Tiara William
VDEM	Sustaining	8/10/2022	Richmond, VA	Added: Mark Bender, Nellie Capehart, Elliot Day, David Eagle, Jacqueline Grisson, Tinea Hatcher, Griffin Kearns, Kathleen Mears, Joseph Moore, Steven Pyle, Christopher Ryker, Emily Seigel, Tynikia Stone, Samantha Tiff, Alex Tran

c) Motion (Harrington) to drop the following as members of VEMA as of September 30, 2022

[Name   First]	[Name   Last]	[Organization]	[Address   Primary   City]	[Address]
		Chef Minute Meals	Piney Flats	TN
		High Sierra Electronics, Inc.	Grass Valley	CA
		Homeland Security and Emergency Management		
		Safeware Inc.	Lanham	MD
James	Brann	Essex County	Callao	VA
Mark	Brinkley	Virginia Defense Force	Richmond	VA
Jason	Burrow	Virginia Department of Military Affairs	Mechanicsville	VA
Samuel	Carr	REI Co-Op	Sumner	WA
Joseph	Carter	City of Falls Church	Falls Church	VA
Francesca	Cavallaro	Loudoun County OEM	LEESBURG	VA
John	Cervantes	Department of Veterans Affairs	Washington	DC
Jeffrey	Driskill	Warren County Sheriff's Office	Front Royal	VA
Anne	Duffus	US Coast Guard		
Ronnie	Ellis	HOPEWELL FIRE	HOPEWELL	VA
Robert	Fagan	U.S. State Department	Arlington	VA
Richard	Fimbel		DAVENPORT	FL
Glenn	Glorioso	Virginia Defense Force	Burke	VA
Virgil	Gray	Stafford County	Spotsylvania	VA
Alex	Gurchinoff Schiebach	US Army Corps of Engineers, Norfolk District	Norfolk	VA
Hayley	Holmes	Celebrate Fairfax INC	Centreville	VA
Nicole	Hutton	Old Dominion University	Norfolk	VA
Jack	Jones	Bedford County	Bedford	VA
Sarah	Keally	Fairfax County Office of Emergency Management	Fairfax	VA
Mark	Killgore	Virginia Department of Conservation & Recreation	Richmond	VA
Erin	Kubicki	Henrico County EMWS	Henrico	VA
Brian	Lichty	Clarke County Government	Berryville	VA
Colten	Lotts	City of Staunton	Stuarts Draft	VA
Gerald	Manley	Department of the Army	Manassas	VA
Madison	Mattingly	Dewberry	Fairfax	VA
Rachel	Metz	Arlington Co., Dept of Public Safety Communications & EM	Arlington	VA
Patti	Montes	Sentara Healthcare	Virginia Beach	VA
Robert	Morrow	Council of Community Services	Roanoke	VA
Mary	Morton	Eastern Virginia Healthcare Coalition	Chesapeake	VA
Austin	Mostoller	Richmond Ambulance Authority		
Ryan	Muterspaugh	Allegheny County	Covington	VA
Hans	Olsen	Fail Safe Technologies LLC		
John	Owens	Greensville County	Brodnax	VA
Emily	Pelliccia	City of Charlottesville	Charlottesville	VA
William	Phibbs	City of Richmond Police Department	Richmond	VA
John	Prillaman	City of Salem	Salem	VA
Joel	Reyes	NNSY	Virginia Beach	VA
TJ	Rippon	The Olson Group	Cape Charles	VA
Bryan	Rock	DC Homeland Security and Emergency Management Agency		
David	Rozell	Rappahannock Electric Coop	Ruther Glen	VA
Christopher	Rusk	Virginia Department of Transportation	Williamsburg	VA
Grelia	Steele	Fairfax County		
Jon	Stewart	Dewberry	Fairfax	VA
Rery	Suarez	Fairfax County Office of Emergency Management	Fairfax	VA
Jessica	Swinney	County of Wise	Wise	VA
Eric	Tyree	City of Covington	Covington	VA
Amanda	Waters	U.S. Department of the Interior	Hampton	VA
Jennifer	Whytlaw	Old Dominion University	Norfolk	VA
Joseph	Williams	Culpeper County Emergency Services	Bealeton	VA
David	Woods	Virginia Department of Health	Hopewell	VA
		Admiral Security Services		
		County of Brunswick	Lawrenceville	VA
		Rappahannock Emergency Management		
		Roanoke County Fire and Rescue		
		Tactical Medical Solutions		
		The George Washington University	Washington	DC
		University of Mary Washington	Fredericksburg	VA
Fuad	Ali	VCU		
Joshua	Barnes			
Allison	Brady	Liberty University	Salem	VA
Joshua	Crabtree	Gaston County EMS	Hickory	NC
Nichole	Matthews	Albemarle County Office of Emergency Management	Charlottesville	VA
Craig	Schwinden	North Dakota State University	Fargo	
Alicia	Smith		ALEXANDRIA	VA
Alex	Tran	Virginia Department of Emergency Management		

Motions and reports in consent agenda passed unanimously.

Under the Executive Director's Report Bo Keeney presented on a variety of issues; including

1) **General Membership Numbers:**

Current Membership Rosters				
Member Type	Lapsed	Graced	Pending	Active
Admin	0	0	0	3
Affiliate	4	0	0	10
- Affiliate Member	4	0	0	12
Associate	0	0	0	0
Honorary-Life	0	0	0	43
Individual	92	0	0	218
Organization	16	0	1	58
- Employee	31	0	1	186
State Agency	1	0	1	7
- State Agency Employee	6	0	1	47
Student	17	0	0	13
Sustaining	0	0	0	1
- VDEM Employee	0	0	0	161
VDEM Individual Members	0	0	0	1
- VDEM Individual	0	0	0	9
<b>Total</b>	<b>171</b>	<b>0</b>	<b>4</b>	<b>769</b>

2) **KG Meeting with VEMA Executive Board**

Met with VEMA Executive Board 1<sup>st</sup> week of November to update them on a variety of ways to improve

communication and financial transparency. KG offered 4 immediate options to the Executive Board; including:

1. The VEMA treasurer to sign all checks instead of VEMA staff. This will ensure a VEMA treasurer sees every invoice being paid from VEMA's accounts. This will allow the treasurer to answer all questions the audit may have about debits. A copy of each invoice would always be included with the corresponding check. This would allow the treasurer to keep these duplicate copies of invoices to help address any questions a board, committee or the audit committee member may have in relation to VEMA charges.
2. VEMA obtain their own credit card for purchasing so that the Keeney Group and its staff are no longer making purchases on behalf of VEMA on company or personal credit cards and then being reimbursed.
3. VEMA purchase online Quickbooks. This will allow the President, Treasurer and Audit Committee access to a read only version of Quickbooks. Information would be available and up to date instantaneously for review. Currently Quickbooks online is offering a 50% off sale so it would cost approximately \$500.00. In subsequent years it would cost VEMA a bit more than \$1000 per year. (pricing as of November 2022)
4. VEMS Credit Card Fees Mitigation – Offer a \$5 discount per registrant who pays via checks in advance of the conference. Currently a full VEMS registration runs \$335. A 3% merchant fee will cost the association approximately \$10 per registrant if paid by credit card. Offering a \$5 discount will provide possible net savings of \$5 per registrant. It's estimated this could lower VEMS credit card fees between \$250-\$500 depending upon usage. This option would only be available for registrations that are mailed in by paper and not on-line. We suggest that you have a cut-off date 1 month prior to the symposium to allow registrations to get to the office for processing.

### 3. Review of Keeney Group Association Management Services

**Association Management** services to be provided VEMA by Keeney shall include those services delineated on the VEMA Request for Proposal leading to this Agreement, and are further set forth as follows:

1. Membership Management
  - a. General Communication with members; including but not limited to email and hardcopy publications
  - b. Membership Renewals – Sending no fewer than four (4) notices per year to members
  - c. Payments (invoicing dues, posting and processing all dues, and all other accounts payable/receivable related to membership management).
  - d. Creating and Maintaining Membership Database
  - e. Membership development as authorized and approved by the Board of Directors.
2. Financial management of, for and on behalf the of VEMA
  - a. Writing Checks
    - i. Any checks over \$1,000 shall require a second signature from an authorized member of the VEMA Board of Directors. Retainer checks to the Keeney Group shall be signed by an authorized individual from the VEMA Board of Directors.
  - b. Deposits
  - c. Balancing checking account
  - d. Financial records – to be distributed on a quarterly basis to the Board of Directors
  - e. Fundraising
  - f. Tax documents – Compilation of documents necessary for VEMA’s certified public accountant’s preparation and timing filing of yearly tax returns. Keeney Group is not a tax advisor or CPA and as such shall not prepare the actual state or federal tax returns. Keeney Group shall provide all necessary financial information so that a CPA can prepare VEMAs returns. Keeney shall distribute a copy of all returns to VEMA officers upon filing.
  - g. Securing insurance for association officers as in accordance with the VEMA Board of Directors and per VEMA’s operating budget
  - h. Audits as may be desired- providing support and necessary information to the VEMA’s designated certified public accountant.
  - i. Prepare monthly financial reports with distribution to the VEMA Treasurer.
  - j. Making purchases on behalf of VEMA necessary for the operation of VEMA, as authorized by VEMA’s operating budget or the VEMA President, Treasurer or appropriate VEMA Committee Chair.
3. Annual Symposium Management as authorized by the VEMA Board of Directors, VEMA President, VEMA Symposium chairman and/or as in accordance with VEMA policy. Keeney shall work with volunteers and committee chairs within VEMA to implement all aspect of the annual symposium.
  - a. Registration on site and pre-registration
  - b. Processing Payments
  - c. Confirmation of payments with registrants
  - d. Vendor solicitation
  - e. Sponsor solicitation
  - f. Creation of Name Badges
  - g. Creation of hotel request for proposals
  - h. Negotiations with hotel
  - i. Development and printing of symposium agenda and materials recognizing VEMA is to be responsible for course content development and speaker selection.
  - j. Purchasing of symposium giveaways as authorized by the Symposium Chair.
  - k. Staffing at annual symposium; including, registration desk, supervising room set-up, audio visual and exhibit hall.

4. Secretarial Support
  - a. Writing, editing and distributing various VEMA correspondences as approved by the President and/or Executive Committee
  - b. Providing VEMA Officer's with materials as needed for their performance of their duties and responsibilities, including the gathering of materials, data and preparation of presentations.
  - c. Editing of documents, articles, by-laws as requested.
5. Strategic Planning- assisting with the development, maintaining and updating of such as desired by VEMA.
6. Website Management – Providing content management of the VEMA website and working with VEMA in considering cost effective revisions to its website. Website Management not to include website development, coding or programming.
7. Newsletter Management; to include editing, soliciting advertisements and electronic distribution of the VEMA newsletter, generally to be published and distributed on a bi-monthly basis (6 per year).
8. Coordinate an annual Association Calendar.
9. Operate a VEMA online store, ordering/selling Association merchandise online and at conferences
10. Attendance at Meetings of the Board, of the Executive Committee and Symposium Committee, subject to advance notice and mutual scheduling. Related services to include creation and distribution of meeting notices and agenda and taking of and distributing minutes. Additionally, Keeney shall be responsible for securing a location for board and executive committee meetings as requested.

**4) VEMS 2023**

Planning is well underway for VEMS 2023. VEMA staff and symposium chair conducted a site visit earlier this year to address some logistical challenges with the hotel size. We've accommodated the schedule to work with these limitations. The program committee is actively working on putting the program together with VEMA staff. The social activities planning is underway as well.

**5) VEMA 2021-2022 Tax returns**

The VEMA 2021- 2022 tax returns have been filed and a copy has been distributed to the VEMA officers. A copy is available should any VEMA board member want a copy.

**6) Budget adjustments to the 2022-2023 operating budget**

	<u>Original</u>	<u>New</u>
Scholarship	\$1,000	\$2,500
VEMA QB	\$0	\$500

**Under Committee Reports the following were presented:**

- a) Symposium Committee (Flagler)
  - a. Extended call for proposals until November 23
- b) Legislative Committee (Misner and Lawson)
  - a. Met with the insurance lobby to look at dedicated funding sources.
- c) Audit Committee (Progen)
  - a. The Audit Committee is continuing to conduct audits. All books are in good order. The committee is also looking at ways to improve overall financial literacy and transparency from a 10,000 ft level
- d) Constitution / By-Laws Committee (Fletcher)
  - a. Report submitted in advance

- e) Scholarship Committee (Moody)
  - a. Meeting in the near future. The committee is asking for additional funding for the 2022-2023 year. Applications will open in december
- f) Membership & Marketing Committee (Spach)
  - a. "exhibit season" is almost upon us. VEMA anticipates participating in the Virginia fire and rescue conference.
- g) Awards & Citations Committee (Hockett)
- h) Certification Committee (DeValle)
  - a. Receiving applications now. All applications are now submitted electronically
- i) Nominations Committee (Foresman)
  - a. Start the process in December 2022. All nominations will be closed by Feb 1
- j) VEMA Representative for National Weather Services' Storm Ready Board (Foresman)
- k) Professional Development (Ad-Hoc) (Myers)
- l) Virginia Representative for EMS (Gelormine)
- m) Social Media (Sub-Membership Comm) (Crawford)
- n) Diversity, Equality, and Inclusion (English)
  - a. VDEM changes have caused a delay for VEMA. VEMA will hopefully push the envelope with DEI initiatives to further the member experience.

**Under Regional Committee Reports the following were presented.**

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| <ul style="list-style-type: none"> <li>1) - Region 1 (Pletch)           <ul style="list-style-type: none"> <li>a. Anthony McLean</li> <li>b. Benjamin Ruppert</li> <li>c. Change in regional staff. Goochland has a new Emergency coordinator. IPPW at fall forum.</li> </ul> </li> <li>2) Region 2 (Stone)           <ul style="list-style-type: none"> <li>a. Melissa Meador</li> <li>b. Michael Guditus</li> <li>c. Report Submitted in advance (See appendix)</li> </ul> </li> <li>3) Region 3 (Stewart)           <ul style="list-style-type: none"> <li>a. Maribel Street</li> <li>b. Paul Helmuth</li> </ul> </li> <li>4) Region 4 (Estes)</li> </ul> | <ul style="list-style-type: none"> <li>a. Peter McCann</li> <li>b. Melanie Fleenor</li> </ul> <ul style="list-style-type: none"> <li>5) Region 5 (Breese)           <ul style="list-style-type: none"> <li>a. Sara Snowden</li> <li>b. Willie Love</li> <li>c. Report Submitted in advance (see appendix)</li> </ul> </li> <li>6) Region 6 (Guzo)           <ul style="list-style-type: none"> <li>a. Tim Duffer</li> <li>b. Matt Tatum</li> <li>c. Report submitted in advance (see appendix)</li> </ul> </li> <li>7) Region 7 (Jake Kezele)           <ul style="list-style-type: none"> <li>a. Jeff Fletcher</li> <li>b. Diane Hansen</li> </ul> </li> </ul> |
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**Caucus/Other Reports**

- 1) Institutions of Higher Education (McCann)
  - a. Close to finishing work to updating their strategic plan. Meeting December 7<sup>th</sup>. Looking at new resources from DHS.
- 2) Faith Based Caucus (Whiteaker) – no report
- 3) Student Representative (Hanna) – no report
- 4) VOAD (Combee) – no report
- 5) Business/Industry- (Dowler) – no report
- 6) Federal Government - (Drauschak) – no report
- 7) Military Affairs – (Reich) – no report
- 8) VDEM – (Oblinsky)- New planning division director who's attended many of the fall forum's. Aaron has resigned and Michelle Oblinsky will be the new acting chief deputy director next month

Commented [RG1]: Should be Erin

**Unfinished Business**

- a) Strategic Plan Workgroup (McKinnon and Foresman)
  - a. Worked with the executive board to firm up the established pillars of the strategic plan. By VEMS 2023 they should have an updated strategic plan. After that the committee will begin work on a more long range strategic plan update
- b) Website Workgroup (Hoggard and Crawford)
  - a. The survey turned out a good response. Looking at ways to better utilized website and overall design

**Under New Business & Discussion Items the following items were discussed.**

- a) Adjustments to VEMA 2022-2023 Operating Budget
  - a. Motion Foresman/Helmuth to adjust the 2022-2023 operating budget by adding an additional \$1500 to the scholarship line item, \$500 for a new line item for Online Quickbooks and a new line item for VEMS credit card convenience fee. Motion passed unanimously
- b) New Secretary – Welcome Sara Harrington
- c) LCAR Project
- d) LEMPG – Per historical record, VEMA helped set rates with VDEM for each locality based on special algorithm
- e) EM Professionals Week
  - a. Determine Dates for 2023
  - b. Start work now – assign to group
  - c. Create Proclamation Sample
- f) DEI Taskforce – Work with VDEM DOI Office to create template for EOP's
- g) Healthcare Caucus
  - a. Motion
- h) Bylaws Changes
  - a. Caucus Membership
  - b. Audit Committee
- i) VEMS convenience fee – Motion Helmuth/Foresman for VEMA to include a \$5 processing fee for all VEMS registrations received via credit card. Motion passed unanimously.
- j) VEMA Sustaining Membership – Motion Foresman/Helmuth to increase the Sustaining membership from 150 VDEM members to 180. Motion passed unanimously.
- k) VEMA Credit Card – Motion Helmuth/Foresman for VEMA to obtain their own credit card for purchasing arrangements. VEMA President and Treasurer will be added to this credit card. Motion passed unanimously.

**There being no further business the meeting was adjourned at 11:53 am.**

**Respectfully Submitted**

**Sara Harrington  
VEMA Secretary**



APPENDIX

## VEMA E-Board Report

**Name:** Michelle Oblinsky - VDEM

**What is the status of preexisting activities or initiatives?**

Awaiting confirmation on agreement to expand VDEM's Sustaining Membership notice. The request was submitted through the VDEM internal budget process, which has been delayed.

**Any items, projects, committees that you have represented VEMA in since last board meeting?**

None

**Any noteworthy actions for the committees or groups that you oversee?**

none

**Any other noteworthy items you would like to share with the VEMA membership?**

VDEM Planning Division would like to involve VEMA membership in revising LCAR for 2023. Working with VEMA Exec Board on approvals and timing

**Did you spend any VEMA money and if so, how was it utilized?**

None

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**Name:** Joe Dame - Secretary

**What is the status of preexisting activities or initiatives?**

No update.

**Any items, projects, committees that you have represented VEMA in since last board meeting?**

None.

**Any noteworthy actions for the committees or groups that you oversee?**

No update.

**Any other noteworthy items you would like to share with the VEMA membership?**

No updates.

**Did you spend any VEMA money and if so, how was it utilized?**

N/A

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**Name:** Jessica Robison - Treasurer – No Report

**Name:** Bobby Gelormine – President

**What is the status of preexisting activities or initiatives?**

The August Board Meeting was cancelled due to this being a slow period for the Association. Most Board Members are balancing work loads and vacation time. The VEMA Board will be provided an electronic record of all Reports submitted in leu of the August Board of Directors Meeting.

**Any items, projects, committees that you have represented VEMA in since last board meeting?**

Myself, Danielle Progen, Bill Lawson, and Brian Misner along with members of VDEM leadership, as well as Robb Bohannon with our Lobbying Firm HAK has a joint meeting with the Secretary of Public Safety & Homeland Security Bob Mosier on Thursday, August 11th. We had a very productive meeting and had some open dialogue about the importance of Emergency Management in the Commonwealth, especially in regards to having dedicated Emergency Managers in every locality. We discussed having a partnership to work through legislative items and priorities that affect our profession. Secretary Mosier was very engaged and we feel like the meeting was productive. State Coordinator Shawn Talmadge will continue to keep us in the loop as items come up, as well as bring our association up to Secretary Mosier when they meet on a regular basis. In my August Newsletter article, I discussed two initiatives of the BOD. The Strategic Plan needs to be updated so we are looking for volunteers that are interested in helping with this project. Interested individuals should email me and the VEMA Office. The Website needs to have some updating done. We are looking for volunteers to help with this endeavor. The BOD feels like we need to have a more progressive and all encompassing site that a member can access for a wide range of information. Committees and Caucuses could each have their own "page" to collect data such as records and reference documents.

**Any noteworthy actions for the committees or groups that you oversee?**

The Certification Committee will be reviewing the founding documents and Bylaws for the Healthcare Caucus which is starting to get up and running. Jeff Fletcher and his team will be meeting in the near future to make reviews and a recommendation. The Symposium Committee kicked off its first meeting last month. Will Flagler and his team are already up and running to begin the planning process for VEMS 2023. The Faith Based Caucus is doing great work to create a survey tool to go out to Houses of Worship and Faith Based Organizations that are in the Commonwealth. This will be a resource across the state for those that experience an incident or disaster and can call on these organizations for assistance. They are also looking at developing a Chaplaincy Corps of those that are VEMA members.

**Any other noteworthy items you would like to share with the VEMA membership?**

I ask that you please review the Quarterly Membership Roster and reach out to your respective members in your region. We have a large number of members (almost 100) that are in jeopardy of their membership lapsing due to not paying their yearly dues. Please help us keep our association numbers up by reminding members to renew their membership! I received a request from Michelle Oblinsky from VDEM about the VDEM Strategic Planning Branch partnering with VEMS to redesign the LCAR toll for the future. More information to follow as we hash some of this out, with a timeframe to start in the late fall. I am part of the VDEM WebEOC Workgroup. This is being led by Jennifer Sharp (Maul) and she is working with Juvare to make updates to the state system. The work of the group will be very beneficial in the future, as we look at various boards that need changes. We are also discussing Webfusion so there will be a pass through of information from your local system to the state system. Great work by VDEM that will be a huge success for end users.

**Did you spend any VEMA money and if so, how was it utilized?**

**Name:** Danielle Progen

**E-Board Position:** 2nd Vice President

**What is the status of preexisting activities or initiatives?**

n/a

**Any items, projects, committees that you have represented VEMA in since last board meeting?**

No

**Any noteworthy actions for the committees or groups that you oversee?**

No - Audit Subcommittee continues to review monthly VEMA financials.

**Any other noteworthy items you would like to share with the VEMA membership?**

No

**Did you spend any VEMA money and if so, how was it utilized?**

No

## VEMA Quarterly Committee Reports

**Did you spend any VEMA money and if so, how was it utilized?**

N/A

**Committee**

Faith Based Caucus

**Committee Chairperson:**

Michael Whiteaker

**Committee Meeting dates during the quarter**

we had 2 caucus meetings and 2 caucus leadership meeting

**Committee Actions during the quarter :**

Being to organize the vision of our caucus and how we can make tools and resources available to VEMA members. Conversations ongoing about implementing a faith based survey that local emergency managers can use, a toolkit to help with faith based integration and expanding the VEMA chaplaincy program to support the membership.

**Anticipated activity for next quarter / balance of year:**

Roll out Faith Based survey and begin workgroup focusing on chaplaincy program and toolkit development.

**Status of issues, projects or charge to committee:**

N/A

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**Did you spend any VEMA money and if so, how was it utilized?**

No

**Committee**

Membership and Marketing

**Committee Chairperson:**

Danielle Spach

**Committee Meeting dates during the quarter**

Did not meet this quarter.

**Committee Actions during the quarter :**

Working on annual membership survey and planning for exhibit participation at upcoming conferences.

**Anticipated activity for next quarter / balance of year:**

Send out the annual membership survey and purchase merchandise for future exhibit events.

**Status of issues, projects or charge to committee:**

**Did you spend any VEMA money and if so, how was it utilized?**

Yes, HAK paid for lobbyist services

**Committee**

Legislative

**Committee Chairperson:**

Brian Misner, Bill Lawson

**Committee Meeting dates during the quarter**

July 12

**Committee Actions during the quarter :**

Reset structure, assigned roles and built draft training calendar.

**Anticipated activity for next quarter / balance of year:**

Work on platform Build education resources Build relationships with other organizations refine Legislative Committee

**Status of issues, projects or charge to committee:**

This quarter has been steps moving toward legislation to submit net year to fund emergency management.

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**Did you spend any VEMA money and if so, how was it utilized?**

No

**Committee**

IHE Caucus

**Committee Chairperson:**

Peter McCann

**Committee Meeting dates during the quarter**

July 6th - Board Meeting (General and Strategic Planning) Scheduled August 10th - Board Meeting (Strategic Planning)  
Scheduled September 7th - Board Meeting (Strategic Planning) TBD - All Caucus Meeting - Anticipating September date

**Committee Actions during the quarter :**

Work on the new 3-year strategic plan for the IHE Caucus.

**Anticipated activity for next quarter / balance of year:**

Hold quarterly meeting with entire IHE Caucus

**Status of issues, projects or charge to committee:**

Strategic Plan update is on-going.

**Did you spend any VEMA money and if so, how was it utilized?**

No

**Committee**

Constitution & By Laws

**Committee Chairperson:**

Jeff Fletcher

**Committee Meeting dates during the quarter**

None

**Committee Actions during the quarter :**

None

**Anticipated activity for next quarter / balance of year:**

Reviewing caucus By-Laws of the Health Caucus

**Status of issues, projects or charge to committee:**

None

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**Did you spend any VEMA money and if so, how was it utilized?**

NO

**Committee**

professional development

**Committee Chairperson:**

maribel street

**Committee Meeting dates during the quarter**

havent happened yet

**Committee Actions during the quarter :**

we had one meeting

**Anticipated activity for next quarter / balance of year:**

we are looking to have a social/ meeting in october

**Status of issues, projects or charge to committee:**

looking for people to host in each region!

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**Did you spend any VEMA money and if so, how was it utilized?**

No

**Committee:** Awards and Citations

**Committee Chairperson:**Tanya Hockett

**Committee Meeting dates during the quarter**

None

**Committee Actions during the quarter :**

None

**Anticipated activity for next quarter / balance of year:**

Meetings to prepare nominations for the 2023 awards and award launch.

**Status of issues, projects or charge to committee:**

None at this time

**Did you spend any VEMA money and if so, how was it utilized?**

NO

**Committee:** Certification/Recertification PEM AEM

**Committee Chairperson:** Nicole DeValle

**Committee Meeting dates during the quarter**

Certification Review , with a follow on meeting

**Committee Actions during the quarter:**

Certification Review of 4 PEM Renewals, 2 New Certifications all met requirements. Certification and REcertification submission is now going to be through PDF. We will continue to refine the process to make it easier for both the committee and candidate.

**Anticipated activity for next quarter / balance of year:**

We will review any certification requests in late November or early December.

**Status of issues, projects or charge to committee:**

We are looking for members of VEMA who have their PEM or CEM to assist in the reviewing of candidates certification submissions.

## VEMA Board - Regional Rep Report

**Region 5 - Sara Snowden**

**Any New Hires, Promotions, Retirements?**

N/A

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

N/A

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

SUMMER RELIEF EMs across the region been coordinating about their responses to the recent heat wave. Many localities have operated cooling stations at public libraries or community centers and provided additional support to homeless members of the community. HURRICANE SEASON PLANNING Region 5 localities have been actively planning and preparing for hurricane season. In support of these activities, VDEM hosted a virtual Hurricane Season Briefing on June 2, 2022 and Bruce Sterling led the Hurricane Evacuation Work Group meeting on June 22, 2022. TRAINING & EXERCISES IMT Training The Hampton Roads Incident Management Team (HRIMT) held their first ever O-305 All Hazards Incident Management course instructed by local team members (and VEMA members) Sharon Chamberlin (Chesapeake EM) and Dave Topczynski (Virginia Beach EM). Seven new HRIMT members completed the course. Congratulations to Sharon and Dave who were approved to be O-305 instructors by NFA/EMI. The ability to train our own members is a tremendous capability for Region 5. Based out of Chesapeake, HRIMT is one of four Type 3 IMT's in the commonwealth ready to deploy within hours to any complex or expanding incident to support local emergency managers, EOCs, or help manage response & recovery efforts in addition to supporting planning for large events. The team frequently deploys to in-state or nationally declared disasters, with their most recent deployment

being to Mayfield Kentucky in December to manage recovery efforts after the EF-4 long track tornado. The HRIMT is available within Region 5 through mutual aid request to Chesapeake FD or VDEM Region 5. FEMA Workshop A FEMA Regional Catastrophic Planning Workshop was held in Chesapeake on June 16, 2022. Participants identified needs, challenges, and potential regional strategies related to post-disaster housing. NTSB Workshop Virginia Beach hosted regional training from the National Transportation Safety Board on Family Recovery/Family Assistance Centers on June 21 & 22. The training was well received by partners including Emergency Management, Social Services, regional Medical Examiner's Office, and law enforcement. Regional Coordination Workshops Multiple Region 5 localities participated in a series of workshops in June facilitated by the Cordillera Group focusing on regional coordination during significant events. SKYWARN Training Local StormReady communities have collaborated with the National Weather Service in Wakefield, VA to offer SKYWARN Storm Spotter Training in Newport News (July 27) and Hampton (October 25). Online modules are available and additional information can be found at National Weather Service Wakefield SKYWARN Page. Peninsula Amateur Radio Exercise On June 25, the Peninsula's amateur radio groups participated in a 24 hour field day exercise to test & demonstrate their equipment and capabilities. SPECIAL RECOGNITION Resilient Community Award In July, Hampton was named the Resilient Virginia Community of the Year by the Virginia Chapter of the American Planning Association for its "outstanding example for how to undertake resiliency planning," according to the announcement. "As localities across the country begin the process of quantifying, analyzing, and evaluating the impacts of climate change, they would be well advised to look to the work Hampton has done through its Resilient Hampton initiative," said Brian Swets, member of the awards program committee. Further, the association complimented Resilient Hampton's approach to reducing the impacts of flooding by looking at solutions that provide an array of benefits, such as water access and recreation, economic development, and improving native habitats and water quality. The award press release noted that the city excelled in both planning and implementation. The Newmarket Creek Pilot Project Area Water Plan used objective data, and the plan was refined with a large amount of public input. "Just as important as having quality plans is funding to implement the recommendations found within," the press release noted. Hampton led the state as the first locality to issue Environmental Impact Bonds, which requires that projects meet projected outcomes, noting that "this level of accountability and dedication is truly inspirational and a model of project delivery for all local governments."

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

Legislative Committee

**Anything else you would like to share with VEMA membership?**

N/A

**Did you spend any VEMA money and if so, how was it utilized?**

N/A

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**Region 4- Stephen Owen**

**Any New Hires, Promotions, Retirements?**

No

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

No

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

No

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

No VEMA-specific projects.

**Anything else you would like to share with VEMA membership?**

No

**Did you spend any VEMA money and if so, how was it utilized?**

No

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**Tim Duffer – Region 6**

**Any New Hires, Promotions, Retirements?**

Danville Fire Department has a new Deputy Chief of operations, Pittsylvania County has named Chris Key as the Director of public safety. He replaced Chris Slemph who moved to county admin staff.

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

None

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

We are expecting a large number of people for the Blue Ridge Rock Fest in Sept  
Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting

**Anything else you would like to share with VEMA membership?**

None

**Did you spend any VEMA money and if so, how was it utilized?**

No

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**Region 7 – Jeff Fletcher**

**Any New Hires, Promotions, Retirements?**

Katie Carpenter has returned to Stafford County as their Deputy Coordinator taking the place of retired Deputy Coordinator Virgil Gray

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

None

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

Following a growing trend, Loudoun OEM now houses the County's Safety & Security Division.

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

**Anything else you would like to share with VEMA membership?**

**Did you spend any VEMA money and if so, how was it utilized?**

No

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**Name:** Alexa Boggs

**Region:** Region 2



**Any New Hires, Promotions, Retirements?**

Mark Stone Director of Response Programs Alexa Boggs is Interim CRC Chief Robert Dube retired from Louisa Fire and Rescue, Chief Kristin Hawk is Acting Fire and Rescue Chief Chief Matthew Embrey retired from Spotsylvania Fire and Rescue, Chief Jason Irby, Deputy Fire Chief is EM point of contact

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

None

**Any Items to note from your Region (EM's, Localities, Agencies, Etc) Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

**Anything else you would like to share with VEMA membership?**

Not as this time.

**Did you spend any VEMA money and if so, how was it utilized?**

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**Name:**Andrew Marinik

**Region:** IHE Rep

**Any New Hires, Promotions, Retirements?**

None (of which we are aware).

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

Quarterly Meeting in late September. Specific dates and times forthcoming. Expected speaker from FBI on victims assistance.

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

N/A

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

The IHE Caucus is currently working on a new strategic plan with an expected completion date in the 4th quarter of 2022.

**Anything else you would like to share with VEMA membership?**

None.

**Did you spend any VEMA money and if so, how was it utilized?**

None.