

Minutes of the Virginia Emergency Management Association Board of Directors Meeting held Wednesday February 11<sup>th</sup>, 2015, at the VDEM Trade Court Facility in the Executive Conference Room. In attendance were Mark Penn, Michelle Oblinsky, Walter English, Neal Turner, Carrie Speranza, Sara Ruch, Benjamin Rupert, Sara Makley, Jennifer Maul, Kirby Felts, Creig Moore, Robert Foresman, Jeff Fletcher, Jack King, Brittany Schaal, Kevin Brooks, Willie Richardson, Allyson Kuriger, Scott Hudson, Gene Stewart, Virgil Gray and Bo Keeney.

The meeting was called to order at 10:00 am by Mark Penn who presided. Mr. Penn reminded the board of VEMA's anti-trust and conflict of interest policies before proceeding.

Mark Penn presented the President's Report in which he commented on committee activities. Specifically he noted the legislative committees work on the VEMA legislative day and VEMA's meeting with the Deputy Secretary.

Michelle Oblinsky presented the 1<sup>st</sup> VP's report. She noted that she'd attended the VEMA 2015 legislative day and that the majority of her report would fall under the conference committee report. Walter English presented the 2<sup>nd</sup> VP's report. He noted that the majority of his report would fall under the 2015 conference and/or other committee reports.

Neal Turner presented the treasurer's report. Motion Turner/English to approve the VEMA Financial Summary of Accounts as of December 31, 2014 as distributed. Motion passed unanimously. Motion Turner/Foresman to approve the VEMA Financial Statement as of December 31, 2014 as distributed. Motion passed unanimously

Carrie Speranza presented the secretary's report. Motion Speranza/Foresman to approve the VEMA Board of Directors minutes from the November 13, 2014 meeting as previously distributed. Motion passed unanimously. Motion Speranza/Oblinsky to accept the following as members of VEMA since August 13th, 2014:

**Individual Members:**

Jay Bowden (Newport News), Wade Collins (Danville, VA), Lesley Edgemon (Falls Church, VA), Robert Marland (Richmond, VA), Michael Marushia (Portsmouth, VA), Steven Murley (Norfolk, VA), Lauren Opett (Alexandria, VA), Donald Green (Chesterfield, VA), Desiree LaBranche (Faifax, VA) and James Ninnis (Radford, VA)

**Student Members:**

Kathleen Franklin (Virginia Beach, VA), Jeffrey Long (Winchester, VA), Gregory Neiman (Glen Allen, VA), James Roberts (Richmond, VA)

**Organizational Members:**

City of Alexandria OEM (\*Remove Ashley Ehrhart, add Keith Dowler at voting member), City of Lynchburg (Remove William Aldrich, add William Perrow and Ellen Davidson-Martin), Fairfax County Government (Joseph Bui, Laurel Shultzaberger, Lynn Green, Jennifer Paris), and Spotsylvania County (Carlton Embrey, Monty Willaford, James Cullinan, Joseph Sposa)

Motion passed unanimously.

Under the Executive Director's report, Bo Keeney commented on membership related issues such as new members, membership retention, etc. Additionally he reviewed the current social media, website and newsletter analytics with the board. Afterwards he presented information on the 2015 VEMS and recommended that we begin planning for the 2017 VEMS. He additionally reviewed the actions of the

nominations and elections committee before reminding everyone that the Constitution and Bylaws proposal is posted on the website.

Under committee reports the following reports were offered.

- a) Conference Committee (Michelle Oblinsky)
  - a. It was reported that there are only about 10 spots left for exhibitors for the 2015 VEMS. The list of vendors and sponsors is currently published on the VEMA website. Registrations appear to be on track. This year there are extras planned such as game night, the live auction, the silent auction, and a raffle ticket basket. Finally she thanked all of her committee members for their assistance over the past few months.
- b) Legislative Committee (Allyson Kuriger)
  - a. Reported that VEMA held a 2015 legislative day where a few VEMA members attended to represent VEMA's interest before the Virginia General Assembly. They additionally met with the Secretary of Public Safety, Deputy Secretary, and Coordinator Stern to lay out VEMA's legislative priorities. The committee has been reviewing the legislative monitoring reports and appreciates the updates from the Keeney Group. In the future the committee hopes to open the legislative day to all members.
- c) Audit Committee (Walter English)
  - a. All is on track. The committee reviews the monthly documents and hopes to do a full review in the 1<sup>st</sup> quarter of 2015.
- d) Constitution / By-Laws Committee (Creig Moore)
  - a. Ashley did a great job working with the committee and getting them to where they are today. The proposed changes will be up for a vote by the membership at the March 2015 annual meeting.
- e) Scholarship Committee (Scott Wollek)
  - a. The committee has been promoting the scholarships and that they continue to market the scholarships to colleges and universities.
- f) Membership & Marketing Committee (March Barbieri)
  - a. Report submitted in advance
- g) Awards & Citations Committee (Neal Turner)
  - a. The committee reported that they've received a good number of nominees thus far. The committee will meet in the immediate future.
- h) Certification Committee (Brittany Schaal)
  - a. The committee met December 18<sup>th</sup> and reviewed a lot of PEM certification applications. They plan to update the website with clearer instructions on how applications MUST be submitted.
- i) Technology Committee (Jeff Fletcher)
  - a. Noted that the committee will continue to work with the social media accounts and that the committee is still examining using webinars more in the near future.
- j) Nominations Committee (Sara Ruch)

- a. Reported that the 2015 candidates are posted on the VEMA website and that the membership will vote at the 2015 annual membership meeting
- k) VEMA Representative for National Weather Services' Storm Ready Board (Robert Foresman)
  - a. They have reviewed several applications recently and approved some in the fall.
- l) Rep. for VDEM/VFP Stakeholders Group (Ad-Hoc) (Corey Beazley)
  - a. No report presented
- m) Fire Programs (Ad-Hoc) (Cory Beazley)
  - a. No report presented
- n) Strategic Plan Review Committee (Justin Pierce)
  - a. No report presented

Regional Committee Reports were presented by representatives from various regions. Many reports were submitted in advance as a part of the advance agenda.

Under Caucus Reports the Institutions of Higher Education Caucus presented information which included updates on webinars, the possibility of a pre-symposium seminar and other information. Additionally they noted that Brittany Schaal and Adam Crowe were invited to present at a Best Practices Seminar.

Under the student representatives report Kevin Brooks reported that he has been promoting VEMA to various colleges and universities and sharing the scholarship information. The student representative will becoming more active with Facebook and twitter over the next few months.

Under Old Business Mark Penn announced that the letter to the Federal Communications Commission had been sent as requested by the VEMA Board of Directors.

Under New Business Carrie Speranza presented an idea of a Strategic Communications Plan for VEMA. It was decided by general consensus that an ad-hoc committee be formed to examine the needs, goals and direction of a VEMA Strategic Communications policy. Carrie Speranza, Jeff Fletcher, Michelle Oblinsky, Marc Barbiere, Brittany Schaal, Allyson Krueger, Jennifer Mail, Carrie Gonzalez and the VEMA Office. The ad-hoc committee will make recommendations to the VEMA Board at their next meeting and then be presented at the 2015 annual membership meeting. Motion by Robert Foresman, Second by Neal Turner to offer honorary membership to Pokey Harris effective 2/1/2015. Motion passed unanimously. Brittany Schaal also brought up the topic of the cost of students at the VEMS. It was explained to her that students are made to be cost neutral at the symposium, a limited number of free registrations are available for volunteers and that scholarships also exists to help students defer cost. Finally it was noted by Moore that it may be a good idea to write a brief description of VEMS for the VEMA website to better educate possible attendees on the meetings benefits. Neal Turner wrote and published such a document immediately for the website and it is now posted.

There being no further business, motion to adjourn Moore/Foresman at 12:15 pm. Motion passed unanimously.

Respectfully Submitted,

Carrie Speranza  
Secretary