Minutes of the Virginia Emergency Management Association board of directors meeting held on Wednesday February 10th, 2016 at the VDEM Trade Court Facility in North Chesterfield, VA. The meeting was called to order by Michelle Oblinsky, President, who presided. In attendance were the following individuals: Michelle Oblinsky, Walter English, Robert Foresman, Cheryl Elliott, Jennifer Maul, Virgil Gray, Scott Hudson, Eileen Tarr, Benjamin Ruppert, JT Clark, Kenneth Smith, Creig Moore, Sherri Laffoon, George Glazner, Bruce Sterling, Jack King, Kirby Felts, Jon Taylor, Sara Makley, John Harkness, Jack Jones, Amanda Reidelbach, Gene Stewart, Hui-Shan Walker, and Bo Keeney.

Michelle Oblinsky reminded the board of directors of the VEMA conflict of interest policy, the anti-trust policy and the VEMA Code of Ethics. After such time she presented the President’s report in which she noted that the agenda would be reordered a bit to accommodate certain members’ schedules. She commented that she’d attended a meeting on behalf of VEMA with the Governor’s EMS advisory board in addition to other standard meetings. She noted many of her other items would be covered under other reports.

Walter English and Robert Foresman both deferred their Vice President’s Reports to later in the agenda as much of their content was to be covered under various committee reports.

Under the Treasurer’s Report the following were presented.

Motion Maul/Moore to accept the following in a block

* to approve the VEMA Financial Summary of Accounts as of December 31, 2015 as distributed.
* to approve the VEMA Financial Statement as of December 31, 2015 as distributed.

Motions considered in a block passed unanimously.

Under the Secretary’s Report the following were presented.

Motion Elliott.English to accept the following in a block

* to accept the VEMA Board of Directors minutes from the November 5, 2015 meeting as previously distributed.
* to accept the VEMA Executive Board minutes from the January 19, 2016 meeting as previously distributed
* to accept the following as individual members of VEMA since November 2015:
  + Andrew Sullivan
  + Christopher Harvey
  + David Calkins
  + Dustin Campbell
  + Eileen Tarr
  + Hilary Jacobson
  + Hui-Shan Walker
  + Jason Forman - REINSTATED
  + Jason Pagan
  + John Prillaman
  + Joseph Leonard
  + Kevin Pannell
  + Kristen Fagan
  + Larry Markham
  + Richard Hoback
  + Robert Symons
  + Sandra Fox
  + Sarah Dennis
  + Scott Wollek
  + William Mahoney
  + Lesley Buechler
* to accept the following as organizational members of VEMA since November 2015:
  + City of Hampton
  + Harvey Horne - deceased - REPLACED WITH: Nathaniel Jones
  + Steven Pyle - REMOVED. REPLACED WITH: Latoya Vaughn
  + American Red Cross
* to accept the following as student members of VEMA since November 2015:
  + Kasey Parr
  + Sylvia Coffey
  + Sherrise Boyd
* to accept the following as Sustaining members of VEMA since November 2015:
  + Kenneth Clark

Motions considered in a block passed unanimously.

Under the Executive Director’s Report Bo Keeney commented on general membership issues. Of particular interest, he commented that there are approximately 140 non-members who were members at some point in the past. He encouraged the board to try to re-engage these individuals and encourage them to re-join VEMA. It was discussed about offering incentives or other benefits to these individuals. Overall, it was decided that the executive officers and regional representatives will personally reach out to these individuals and invite them to re-join VEMA.

Moreover. Bo presented the new VEMA AMS system and website to the board. He encouraged everyone to test the new system before it goes live to the membership. The new system should enhance member communications, benefits and streamline the renewal/registration processes. Bo reminded the board to begin thinking about locations for the VEMA 2019 Convention. Finally. Bo presented the 1st legislative monitoring report to VEMA, providing them an overview of legislative activities before the 2016 General Assembly.

Under Committee Reports the following items were presented to the Board of Directors

1. Conference Committee (Walter English)
   1. Noted that the program looked strong for 2016 and that we’d be incorporating texting updates this year to keep the membership apprised of any last minute changes. The sponsorships and exhibitors are on par for this time of year.
   2. Social Activities this year will include a golf tournament and the VEMA poker run
2. Legislative Committee (Hui-Shan Walker)
   1. A written report was presented that encouraged VEMA to become more engaged for the 2017 session. A suggested time-line was presented.
3. Audit Committee (Robert Foresman)
   1. The committee reported that they’ve reviewed the VEMA financials for the last three months and found everything to be in compliance with proper accounting procedures.
   2. The committee discussed the need for an audit. It was decided by general consensus that VEMA should incorporate funding in the 2016-2017 budget for VEMA to have a review of their financials by an independent CPA.
4. Constitution / By-Laws Committee (Creig Moore)
   1. No Report other than the proposed bylaw changes that are awaiting approval by the membership
5. Scholarship Committee (Scott Wollek)
   1. No Report other than the committee is examining applications and encourages individuals to submit more applications if possible
6. Membership & Marketing Committee (Sherri Laffoon)
   1. The committee is working on a new membership recruitment campaign to recapture old members and to update the defined “value” of VEMA membership.
7. Awards & Citations Committee (Neal Turner)
   1. Few submissions have been received. The committee needs more applications for the 2016 year.
8. Certification Committee (Brittany Schaal)
   1. No Report
9. Technology Committee (Allyson Kuriger)
   1. No Report
10. Nominations Committee (Mark Penn)
    1. No Report. Nominations now set for the 2016-2017 election
11. VEMA Representative for National Weather Services’ Storm Ready Board (Robert Foresman)
    1. No Report
12. Rep. for VDEM/VFP Stakeholders Group (Ad-Hoc) (Corey Beazley)
    1. No Report
13. Fire Programs (Ad-Hoc) (Cory Beazley)
    1. No Report
14. Strategic Planning (Ad-Hoc) (Jeff Fletcher and Scott Hudson)
    1. No Report
15. VOAD Rep (Amanda Reidelbach)
    1. No Report
16. Student Representatives (Brooks)
    1. No Report

Under Regional Committee Reports the following items were presented to the board of directors

1. Kenneth Smith, Ben Rupert - Region 1 (State EM)
   1. Welcome to Ken Smith, as his first meeting as a Region 1 representative
   2. Snow, snow and more snow. Hospitals are working with localities and VDH to exercise moving a ChemPack. Partnered with VCU public outreach event and working on a regional exercise at the Richmond International Airport
2. John Harkness, Sara Makely, Scott Hudson - Region 2 (State EM)
   1. Completed the North Anna Power Plant drill and have a regional evacuation seminar planned in the near future. They also have a new Fauquier County interim fire chief.
3. Jon Taylor, Kirby Felts, Gene Stewart- Region 3 (State EM)
   1. Recently completed an active shooter exercise and are working on finalizing the snow clean up
4. Jessica Swinney , JT Clark, Willie Richardson -Region 4 (State EM)
   1. Worked on a VDH and VDEM infectious disease table top exercise. Also held the behavioral health safety summit.
5. George Glazner, Creig Moore, Bruce Sterling - Region 5 (State EM)
   1. Writing report submitted in advance. Additionally, presented an active shooter report.
6. Neal Turner, Jack Jones, Mike Guzo - Region 6 (State EM)
   1. Conducted an active shooter exercise with the state police, VMI.
7. Jeff Fletcher, Will Flagler, Virgil Gray Region 7 (State EM)
   1. Interviewed the Virginia National Guard regarding their handling of the snow event. Working with stakeholders to develop public awareness campaigns as to how to avoid and treat the Zika virus.

Under Caucus Reports, no reports provided.

There was no old business.

Under new business the following items were discussed and motions presented.

The board discussed the fall 2016 forum and how VEMA will be involved. It is most likely that the fall forum will be from 12:00 / noon one day to noon on the next day. It was noted that VDEM will most likely change their policy on the 50 mile radius for covering the cost of attendees’ hotel rooms. The board additionally discussed new member recruitment programs and decided that the executive officers and regional representatives will personally reach out to these individuals and invite them to re-join VEMA. Finally it was discussed about recording the opening and closing sessions of VEMS. The general consensus was to attempt to record the presentation for playback at another time if the speakers are agreeable.

Motion Foresman/Taylor to enter into a Memorandum of Understanding with Columbia Southern with the caveat that any VEMA promotion list that Columbia Southern may not be a regionally accredited program. Motion passed unanimously.

Motion English/Maul to authorize the release of funding from the contingency fund for shirts for the executive board members and other VEMS board member volunteers.

Motion passed unanimously.

There being no further business, the meeting was adjourned at 1:14 pm

Respectfully Submitted

Cheryl Elliott, Secretary.