

**Minutes of the**

**VEMA Board of Directors Meeting
May 8, 2019**

The following members were in attendance: Robert Foresman, Jennifer Maul, Sherri Laffoon, Will Flagler, Bobby Gelormine, Anthony McLean (Region 1), Matt Embrey (Region 2), Maribel Street (Region 3), Stephen Owen (Region 4), Danielle Progen (Region 5), David Eagle (Region 6), Neal Turner (Region 6), Kelly Myers (Region 7), Ruth Reich (Military Affairs), Nicholas Drauschak (Federal Government), Michael Mulhare (Colleges/Universities), Johnathan Wheeler (Student Rep.)& Bo Keeney (Executive Director – Ex. Officio). **Non-Voting Members:** Donna Pletch, Mark Stone, Tim Estes, Bruce Sterling, Andy John, **Additional Committee Chairs not previous addressed**: Allison Farole, Bill Lawson

The meeting was called to order at 10:05 am by Robert Foresman who presided.

Bo Keeney, Executive Director, reminded the VEMA Board of Directors of the organization’s conflict of interest and anti-trust policies.

Under the President’s report Robert Foresman commented on his initial days as VEMA President. He thanked the new board members for their service. He reminded everyone that the new committees are in effect and have begun their work for 2019-2020 year.

There was no report from the 1st VP (Maul) nor the 2nd VP (Laffoon)

Under the Treasurer’s Report the following motions were presented in a block (Flagler/Maul)

1. to approve the VEMA Financial Summary of Accounts as March 31, 2019 as distributed.
2. to approve the VEMA Financial Statement as March 31, 2019 as distributed.

Motions considered in a block passed unanimously.

Under the Secretary’s Report the following motions were presented in a block (Gelormine/Maul)

1. to accept the VEMA Board of Directors minutes from the February 13, 2019 meeting as previously distributed.
2. to accept the following as members of VEMA since February 13, 2019:
3. to accept the resignation of Christopher Baldwin
* **Individual Members:**

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| --- | --- | --- | --- | --- |
| **Member Name** | **Member Type** | **Effective Date** | **City** | **Organizational Members / Notes** |
| TJ Rippon | individual | 2/15/2019 | Cape Charles, VA | Northampton County Emergency Management |
| Tracy Hanger | individual | 2/25/2019 | Hampton, VA | RENEWED: City of Hampton |
| Chris Hosman | individual | 2/25/2019 | Hampton, VA | RENEWED: City of Hampton |
| Todd Hubbard | individual | 3/5/2019 | Richmond, VA | Vriginia Army National Guard |
| Scott Kensinger | Individual | 5/4/2019 | Winchester, VA | City of Winchester |

* **Organizational:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Member Name** | **Date** | **City** | **Organizational Members / Notes** |
| SunTrust Bank | 2/14/2019 | Glen Allen, VA | REPLACED: Robert Daley with Libby Mahaffey |
| Admiral Security Services | 2/15/2019 | Bethesda, MD | Leon Beresford |
| Garner Environmental Services, Inc. | 2/21/2019 | Deer Park, TX | Sandy Alford |
| Northern Virginia Community College | 3/1/2019 |   | REPLACED: Tripp DeRamus with David Cook |
| UVA | 3/4/2019 | Charlottesville, VA | ADDED: Tom Berry (from UVAMC EM) |
| UVAMC EM | 3/4/2019 | Charlottesville, VA | REMOVED: Tom Berry; Robert Truccolo is now voting member |
| Campbell County | 3/4/2019 | Rustburg, VA | REPLACED: Randall Johnson with JonAaron Evans |
| Hampden-Sydney College | 3/7/2019 | Farmville, VA | Jennie Jenkins, Mark Fowler, Sue Carter, Robert Sabbatini |
| The George Washington University | 3/13/2019 | Washington, DC | Hallie Nix, Brian K. Lee, Eileen Robichaud |
| City of Danville | 3/19/2019 | Danville, VA | ADDED: Timothy Duffer |
| Virginia Tech | 4/1/2019 | Blacksburg, VA | *ADDED: James Bolling (prev Individual member)* |
| Sun Coast Resources | 4/3/2019 | Houston, TX | *LeeAnne Barnes, Kyle Lehne* |

* **Student Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Member Name** | **Effective Date** | **City** | **Organizational Members / Notes** |
| Amber D. Laughlin | 3/19/2019 | Richmond, VA | Team Rubicon |
| Promise Wheeler | 4/8/2019 | Richmond, VA | Homeland Security Emergency Preparedness at VCU |
| Lauren Wallace | 4/9/2019 | Richmond, VA | Homeland Security Emergency Preparedness at VCU |
| Johnathan Wheeler | 4/17/2019 | Richmond, VA | Homeland Security Emergency Preparedness at VCU |

Motions considered in a block passed unanimously.

Under the Executive Director’s Report Bo Keeney commented on a variety of association issues including; but not limited to general membership issues, a financial review of the 2019 VEMS conference, a review of association board briefs and a review of the Keeney Group’s association management services. He additionally reviewed the associations conflict of interest, anti-trust, document destruction, whistleblower and association operations policies. Finally he thanked the VEMA Board for their service and dedication to the association. As a reminder he noted the VEMA June 6th webinar to address the 2019-2020 operating budget.

Under the Committee Reports the following items were reported:

1. Conference Committee (Jennifer Maul)
	1. Looking to engage committee members for VEMS 2020. The committee is open to re-vamping some of the VEMS offerings.
2. Legislative Committee (Allison Farole and Bill Lawson)
	1. They have submitted a budget funding request for 2020 for lobbying services. They are working on a legislative lobby day and are currently working on building a strong base of volunteers
3. Audit Committee (Sherri Laffoon)
	1. The committee will meet soon to address March financials
4. Constitution / By-Laws Committee (Jeff Fletcher)
	1. No report
5. Scholarship Committee (Benjamin Ruppert)
	1. No report
6. Membership & Marketing Committee (Danielle Progen)
	1. Transitioning leadership and working on a budget proposal. Looking to work with a healthcare caucus
7. Awards & Citations Committee (Jonathan Simmons)
	1. No report
8. Certification Committee (Michael Pruitt)
	1. No report
9. Nominations Committee (Walter English)
	1. No report
10. VEMA Representative for National Weather Services’ Storm Ready Board (Robert Foresman)
	1. No applications have been received in several months; Board members should encourage any community that is not already a storm ready community.
11. Professional Development (Ad-Hoc) (TBD)
	1. No report
12. Virginia Representative for EMS (Robert Foresman)
	1. Reported on a variety of issues including the academy’s annual symposium

Various Committee reports were presented that noted various New Hires or retirements, conferences or outreach opportunities, and items that you have been involved in as regional representative.

Under other reports and caucus reports the following groups presented comments.

1. Institutions of Higher Education (Jared Hoernig)
2. Student Representative (Johnathan Wheeler)
3. VOAD (Amanda Reidelbach)

Under unfinished business Jennifer Maul and Bill Lawson reviewed the proposed new investment strategy proposed by Wells Fargo Advisors for the reinvestment of VEMA reserve funds. Additionally there was a discussion of the possibility of a scholarship/foundation for VEMA activities. It was decided by general consensus to take no further action at this time.

Motion Maul/Lawson to proceed with the re-investment of VEMA reserve funds in accordance with the proposal in appendix A.

Motion passed unanimously.

Under New Business the following items were presented and discussed.

A renewal of the Keeney Group Association Management agreement. This item was tabled by the VEMA entire board of directors with the understanding that the VEMA Executive Board would address any necessary renewal options and be authorized to take necessary action. Additionally the board of directors commented on the proposed recruitment letter to possible region 4 members. It was agreed upon that in addition to a recruitment letter that the VEMA Executive Board should examine the possibility of hosting a VEMA membership meeting in region 4. Finally there was a suggestion to update the membership letter with various member benefits and/or member testimonials. Additionally the Board discussed the possibility of moving from a quarterly newsletter to a bi-monthly newsletter. The Keeney Group reminded the board that they are contracted for quarterly newsletters and that if VEMA would like to expand to a bi-monthly newsletter VEMA would need to address the issue with the Keeney Group. The group decided to proceed and begin the bi-monthly newsletters in August of 2019. Articles from the board and committee members shall be submitted by the 1st of the month for a 15th publication date. Also let the minutes reflect that the organization’s policy documents were passed around and signed by the appropriate board/committee members.

Under Good and Welfare Bo Keeney reminded the board that they would hold a VEMA Budget committee meeting on June 6th. He commented that the VEMA Treasurer and Executive Board will develop the draft budget before it’s presented to the VEMA Board of Directors. Also, for members who want to note various VEMA events throughout the year, they should check the association calender. Robert Foresman reminded the Executive Board to stay after the board meeting for a quick Executive Board Meeting.

Motion to adjourn by Robert Foresman at 11:34 am

Respectfully Submitted

Bobby Gelormine

VEMA Secretary.