

**Minutes of the Virginia Emergency Management Association
Meeting of the Board of Directors May 26, 2021
Held Virtually Via Zoom**



The meeting was called to order at 10:08 am by Robert Foresman, VEMA President, who presided. He asked Bo Keeney, Executive Director to conduct a roll call. In attendance were the following board members and guests:
Voting Members: Robert Foresman, Jennifer Maul, Bobby Gelormine, Walter English, Benjamin Ruppert (Region 1), Paul Helmuth (Region 3), Stephen Owen (Region 4), Danielle Progen (Region 5) Willie Love (Region 5), Tim Duffer (Region 6), Matt Tatum (Region 6), Jeff Fletcher (Region 7), Kelly Myers (Region 7), Michelle Oblinsky (VDEM), Andrew Marinik (Colleges/Universities), & Bo Keeney (Executive Director – Ex. Officio) Additional Committee Chairs not previously addressed: Kelly Myers, Bill Lawson & Tanya Hockett.

Bo Keeney, VEMA Executive Director, reminded the board of the association’s 501c policies such as anti-trust, conflict of interest, whistleblower, document destruction, etc. All members will sign their annual disclosure at the next in person meeting.

Under the President’s Report Robert Foresman thanked the board for their efforts. He highlighted the efforts of the VEMA legislative team over the last year including the passage of EM week and additional changes to the code. He thanked the Keeney Group for continuing to support VEMA and the changing efforts around VEMS 2021.

Under the 1st VP’s Report Jennifer Maul reported on recent association activities and deferred most of her comments until committee reports.

Under the 2nd VP’s Report Bobby Gelormine reported on recent association activities and deferred most of his comments to committee reports.

Under the Treasurer’s Report; motion English/Fletcher to approve the following in a block:

- a) to approve the VEMA Financial Summary of Accounts as April 30, 2021 as distributed.
- b) to approve the VEMA Financial Statement as April 30, 2021 as distributed.

Motions considered in a block passed unanimously.

Under the Secretary’s Report; motion Gelormine/ English to approve the following in a block:

- a) to accept the VEMA Executive Board of Directors minutes from the February 10, 2021 meeting as previously distributed.
- b) to accept the following as members of VEMA since February 10, 2021:

- **INDIVIDUAL**

| Member Name | Effective Date | City | Company Name / Organizational Members / Notes |
|----------------------|----------------|--------------------|--|
| Elizabeth C. Moore | 2/18/2021 | Leesburg, VA | County of Loudoun Emergency Management |
| Heather F. Geldart | 2/23/2021 | Arlington, VA | Arlington County |
| Robin Artis | 2/24/2021 | Hampton, VA | Department of the Air Force |
| Brandy M. Ellard | 3/23/2021 | Lorton, VA | Fairfax County Government |
| Ron Benedict | 4/6/2021 | Alexandria, VA | The Olson Group, Ltd. |
| Derek Koenig | 4/13/2021 | Richmond, VA | Virginia National Guard |
| Robert W. Crumley | 4/14/2021 | Fairfax, VA | U.S. Coast Guard |
| Mohammed T. Alasmari | 4/15/2021 | Bryn Mawr, PA | Thomas Jefferson University |
| John M. McGovern | 4/21/2021 | Fredericksburg, VA | City of Fredericksburg, Fredericksburg Fire Department |
| Darshan Parikh | 4/21/2021 | Chesterfield, VA | Chesterfield County Fire & EMS |

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|-------------------|-----------|----------------|--|
| Ethan Longenecker | 4/27/2021 | Winchester, VA | City of Winchester Emergency Management |
| Nicole Hutton | 4/30/2021 | Norfolk, VA | Old Dominion University |
| Corey Smedley | 5/10/2021 | Alexandria, VA | switched from Alexandria OEM's organizational membership to Individual |
| Shannon Andress | 5/19/2021 | Washington, DC | U.S. Department of the Interior |

• **ORGANIZATIONAL**

| Member Name | Effective Date | City | Company Name / Organizational Members / Notes |
|---|----------------|---------------------|--|
| Michael Gillam | 3/1/2021 | Warrenton, VA | Fauquier County Dept of Fire, Rescue & EM - replaces Marc Ciarrocca |
| Zach Estess and Mackenzie Blake | 3/8/2021 | Charlottesville, VA | added to UVA Emergency Management's membership; removed Daniel Housier |
| Brent Ruggles | 5/10/2021 | Alexandria, VA | added to Alexandria OEM's membership |
| Eric Plummer & Scott Schaffer | 5/10/2021 | Radford, VA | added to Radford University's membership |
| Steve Cover, Cookie Ketcham, Kim Tempesco | 5/17/2021 | Virginia Beach, VA | REMOVED from City of Virginia Beach OEM's organizational membership |
| Danielle Spach | 5/17/2021 | Virginia Beach, VA | REMOVED from Hampton Roads PDC membership & added to City of Virginia Beach OEM's |
| David Topczyinski | 5/17/2021 | Virginia Beach, VA | switched from Individual to Organizational; on City of Virginia Beach OEM's membership |

• **SUSTAINING - added to VDEM's membership**

| Member Name | Effective Date |
|---|----------------|
| Catherine Davis, Kenya Randolph, Luke Routzon, Taylor Roberts | 4/1/2021 |
| Gabe Elias | 5/18/2021 |

• **STUDENT**

| Member Name | Effective Date | City | Company Name / Organizational Members / Notes |
|-------------|----------------|---------------|---|
| Nathan Hupp | 3/31/2021 | Arlington, VA | Marymount University |

Motions considered in a block passed unanimously.

Under the Executive Director's Report Bo Keeney commented on a variety of issues; including but not limited to:

- a) General Membership Issues
 - a. Membership Numbers – highlighted increased membership numbers and that monthly reports will continue to be presented to the board.
- b) 2021 Symposium Overview – he reviewed the VEMS 2021 operations, how the program will operate, current registration numbers and current sponsorship numbers.
- c) He reminded the board of the 2021 Annual Membership Meeting (June 9, 2021 at 12:00 pm(Virtual))

Under Committee Reports the following were presented:

- a) Symposium Committee (Jennifer Maul)
 - a. Great program scheduled thanks to the efforts of those on the VEMS committee. Final planning meeting will take place later today. Registration ends June 1 so encourage people to register ASAP.
- b) Legislative Committee (Brian Misner and Bill Lawson)
 - a. Currently the legislative committee is re-negotiating the current lobbying contract. They are looking to develop future legislative initiatives
- c) Audit Committee (Bobby Gelormine)
 - a. The audit committee continues to examine the monthly financials. The committee reports all financials are in good condition and being managed appropriately by the Keeney Group.
- d) Constitution / By-Laws Committee (Jeff Fletcher)
 - a. The committee stands by ready to assist with any actions as requested by the board.
- e) Scholarship Committee (Benjamin Ruppert)
 - a. Met on the 9th and have adapted a few language changes to the scholarship. 3 applications for the Slayton scholarship will be reviewed on 6/3/21
- f) Membership & Marketing Committee (Danielle Progen)
 - a. The committee is about to re-engage with in-person recruitment efforts at various conferences. The committee is starting to look for additional assistance with social media as well.

- g) Awards & Citations Committee (Tanya Hockett)
 - a. The awards deadline was extended to allow for additional applications. There were a total of 27 nominations received. The committee will soon decide on award winners. Winners will be announced at the annual meeting and awards presented at a later date.
- h) Certification Committee (Michael Pruitt)
 - a. No report
- i) Nominations Committee (Walter English)
 - a. No report
- j) VEMA Representative for National Weather Services' Storm Ready Board (Robert Foresman)
 - a. No report
- k) Professional Development (Ad-Hoc) (Kelly Myers)
 - a. No report
- l) Virginia Representative for EMS (Robert Foresman)
 - a. No report

Under Regional Committee Reports the following were offered.

- 1) Anthony McLean and Benjamin Ruppert - Region 1 (State EM)
 - a. Applying for various grants and some staffing changes at VCU
- 2) Melissa Meador and Michael Guditus - Region 2 (State EM)
 - a. No report
- 3) Maribel Street and Paul Helmuth - Region 3 (State EM)
 - a. Working on closing out various vaccination clinics
- 4) Stephen Owen & Melanie Fleenor -Region 4 (State EM)
 - a. Working on closing out various vaccination clinics
- 5) Danielle Progen & Willie Love - Region 5 (State EM)
 - a. Working on closing out various vaccination clinics. Few retirements announced. Working on hurricane preparedness and regional shelter skills.
- 6) Tim Duffer and Matt Tatum - Region 6 (State EM)
 - a. Working on closing out various vaccination clinics
- 7) Jeff Fletcher and Kelly Myers - Region 7 (State EM)
 - a. Working on closing out various vaccination clinics

Under otherCaucus/Other Reports

- 1) Institutions of Higher Education (Andrew Marinik)
 - a. School are looking to finish out the spring and will shift focus onto re-opening procedures for fall 2021. Working on VEMS plans too
- 2) Student Representative (Vacant)
 - a. No report
- 3) VOAD (Matthew Combee)
 - a. No report
- 4) Business/Industry- (Vacant)
 - a. No Report
- 5) Federal Government - (Nicholas Drauschak)
 - a. No report
- 6) Military Affairs – (Ruth Reich)
 - a. No report
- 7) VDEM – (Michelle Oblinsky)
 - a. Working with VDH to build on capacity issues and work towards handing vaccination efforts back to VDH and localities. Day 441+ of activation/repurpose as related to COVID-19. VDEM onboarding 8 new positions as a result of budgeting.

Under Unfinished business Bo Keeney reported that the VEMA reserve accounts are now in process of being switched over from Wells Fargo to Merrill Lynch. He encouraged the VEMA finance committee to meet with new financial advisor to discuss future financial strategies.

Under New Business the following items were discussed and motions presented.

- a) Motion Helmuth/Fletcher to approve the VEMA 2021-2022 Operating Budget as presented. Motion passed unanimously.
- b) Motion Tatum/Helmuth to extend the Keeney Group Association Management Agreement for 1 additional year as authorized in the current agreement with no changes or additional increases. Motion passed unanimously.
- c) Motion Maul/Tatum to increase the VEMA individual membership by \$25 for the 2022-2023 year and to increase the organizational membership by \$50 for the 2022-2023 year. Upon passage of such motion the VEMA membership is to be provided a minimum of 6 months' notice and an explanation of why dues will be increasing. Motion passed unanimously.

Under Good and Welfare, Jennifer Maul thanked the VEMA Board of their service and dedication as this will be her last meeting. She thanked various committee members and the members of the Keeney Group. Likewise Mr. Robert Foresman thanked the board and reminded everyone to attend the upcoming VEMA annual membership meeting.

There being no further business the meeting was adjourned at 11:30 am

Respectfully Submitted,

Bo Keeney, Executive Director
On behalf of the VEMA Secretary David Topczynski