



Minutes of the VEMA Board of Directors meeting held on Wednesday August 12th, 2015 at the VDEM Trade Court Facility, Training Room D. The meeting was called to order at 10:04 am by Michelle Oblinsky, President, who presided. Bo Keeney, Executive Director conducted a roll call. The following members were in attendance: Michelle Oblinsky, Walter English, Robert Foresman, Jennifer Maul, Cheryl Elliott, Benjamin Rupert, Jon Taylor, Kirby Felts, Jessica Swinney, Creig Moore, Jeff Fletcher, Brittany Schaal, Amanda Reidelbach, Sherri Laffoon, Virgil Gray and Willie Richardson. Additionally Bo Keeney, Executive Director, Bruce Keeney, COO, and Dr. Jeff Stern were in attendance.

Bo Keeney reminded the board of directors of VEMA's anti-trust and conflict of interest policies. He asked that any board member or special guest wishing to declare a potential conflict of interest do so. Hearing none Michelle Oblinsky continued with the board of directors meeting.

Under the President's Report Michelle Oblinsky commented that she was still looking for a volunteer to chair the technology committee. Additionally she noted that VEMA has attended two different conferences/symposiums to help educate others about VEMA and in an attempt to recruit new members. Her additional comments will be covered under various committee reports.

There were no reports from the 1st Vice President nor the 2nd Vice President as a variety of topics under their charge would be covered later under various committee reports.

Under the Treasurer's Report Jennifer Maul, VEMA Treasurer, made the following motions in a block (Seconded by Jeff Fletcher):

- a) to approve the VEMA Financial Summary of Accounts as of June 30, 2015 as distributed.
- b) to approve the VEMA Financial Statement as of June 30, 2015 as distributed.

Motions considered in a block passed unanimously.

Under the Secretary's Report Jeff Fletcher made a motion to accept the following motions in a block on behalf of the VEMA Secretary (Seconded by Creig Moore).

- a) to accept the VEMA Board of Directors minutes from the June 3, 2015 meeting as previously distributed.
- b) to accept the VEMA Executive Board minutes from the July 22, 2015 meeting as previously distributed.
- c) to accept the following as members of VEMA since June 2015:
 - Individual Members:
 - Bruce McFarlane (Fairfax, VA)

- Organizational Members:
 - Prince William County
 - Henry County Department of Public Safety
 - James City County - Emergency Management (Caroline Dunlap - REPLACED WITH - Ryan Ashe)
 - Gloucester County EM (Brenda Garton - REPLACED WITH - Garrey Curry)
 - Gloucester County EM (Stanford Wanner – Added as 4th member)
 - City of Virginia Beach, Department of Public Utilities (David Ihde - REPLACED WITH - James M. Cherry)
- d) to accept the resignation of the following as members of VEMA since June 2015:
- Richard Flannery (Organizational) (Alliance Solutions Group)
 - Elton Sayani (Organizational) (Works for Harvester Technologies)
 - Jason Williams (Individual) (Now works at Hanover Fire EMS)
 - Seth Sawyer (Individual) (Moved to Georgia)

Motions considered in a block passed unanimously.

Under the Executive Director's Report Bo Keeney presented on a variety of topics including general membership issues, Association Management Systems (AMS), an overview of VEMS planning policies and procedures, a review of the VEMS 2017 contract, and potential options for VEMS 2018. Of particular note he commented that VEMA should be particularly proud of how they finished the 2014-2015 fiscal year as they made a profit greater than anticipated. He noted that the good stewardship of the Executive Board was cause for the financial success of the organization. Moreover he presented an overview of potential AMS systems which included the pros and cons of each system as instructed by the VEMA Executive Board. He additionally reminded the board of directors of all of the various components that are included in VEMS planning. A number of questions about how sites are selected have recently been raised and he informed the board of the overall planning and selection process. Along the same lines he noted that the VEMS 2017 contract with the Williamsburg Lodge has now been completed and VEMA has received proposals from 3 properties for VEMS 2018.

Motion Maul/Elliott to select the Omni Homestead for VEMS 2018 pending favorable contract negotiations. Motion passed unanimously.

Motion Moore/Maul for VEMA to absorb any resort fee at VEMS 2018 at the Omni Homestead so that individual attendees do not have to pay the additional fees. Motion passed unanimously.

Under Committee Reports the following reports were noted by the respective committee chairman:

- a) Conference Committee (Walter English)
 - a. It was noted that the program committee has met and completed approximately 50-70% of their work and most of the agenda is set. Most sessions and times are set. The theme and appropriate logo for the 2016 VEMS is to be used this year on all promotions and publications. The committee is still selecting the plenary session speakers and should have them wrapped up soon. The schedule this year will be adjusted slightly to include a golf tournament and different exhibit hall hours.

- b) Legislative Committee (Hui-Shan Walker)
 - a. Amanda Reidelbach presented that VDEM is beginning to put together their legislative package for the 2016 Virginia General Assembly. She noted that the department was told to anticipate that most legislation of concern to VDEM would come from various taskforce, commissions, and workgroups rather than coming directly from VDEM.
- c) Audit Committee (Robert Foresman)
 - a. Noted that the committee has received the July financials and will be reviewing them shortly. He additionally noted that the committee is auditing financials on a monthly basis and all remains in good working fiscal condition.
- d) Constitution / By-Laws Committee (Creig Moore)
 - a. No Report
- e) Scholarship Committee (Scott Wollek)
 - a. No Report
- f) Membership & Marketing Committee (Sherri Laffoon)
 - a. The committee reported that they've attended a number of conferences over the last few months to promote membership in VEMA. Think we should add here about the discussion about membership benefits. I forget who was asked to build benefits lists...??? There was discussion regarding benefits of a VEMA membership. The Membership and Marketing Committee created a list a year or so ago. Michelle will address in the September newsletter. The Executive Committee will create and distribute a survey, open to members and non-members alike to further explore the expectations and perceptions.
 - b. Additionally the committee is planning on attending the Women in Public Service. Additionally the committee is working on a newsletter article to highlight the committees work.
- g) Awards & Citations Committee (Neal Turner)
 - a. No Report
- h) Certification Committee (Brittany Schaal)
 - a. The committee noted that they've received a lot of questions about the process of certification. The committee has worked with the newsletter editor to create a "Certification Corner" which is aimed at addressing the various questions. Additionally the committee is aiming to refine the mentoring program to help in the certification process.
- i) Technology Committee (Vacant)
 - a. No Report
- j) Nominations Committee (Mark Penn)
 - a. No report from the committee however the board asked that the committee consider writing an article for the newsletter as to how the nominations process works.

- k) VEMA Representative for National Weather Services' Storm Ready Board (Robert Foresman)
 - a. The committee noted that they'd received 2 applications in recent months which were both approved.
- l) Rep. for VDEM/VFP Stakeholders Group (Ad-Hoc) (Corey Beazley)
 - a. No Report
- m) Fire Programs (Ad-Hoc) (Cory Beazley)
 - a. No Report
- n) Strategic Planning (Ad-Hoc) (Jeff Fletcher and Scott Hudson)
 - a. The committee has developed a work plan to review the current plan, review the guidance from the board training meeting and the strategic communications document. The committee will soon set a series of dates to work on the strategic plan. They asked the VEMA Executive Committee act as a steering committee to provide them guidance. The committee was asked to try and have their work completed by Jan. 1, 2016.
- o) VOAD Rep
 - a. The fall meeting will occur Sept. 17th with the Federal VOAD. Additionally a coalition of groups has been created in SW Virginia to address local concerns.
- p) Student Representatives (Brooks)
 - a. No Report
- q) VDEM Report (Dr. Jeff Stern)
 - a. The new organizational structure of VDEM was reviewed. Dr. Stern encouraged people to ~~please~~ remain patient as the new organizational structure is put into place. He distributed a copy of the new organizational structure to the VEMA board and solicited their feedback. Additionally Dr. Stern fielded a variety of questions from the VEMA board as to how the changes may affect local EM's. *(See structure attachments)*

Under Regional Committee Reports the following were presented:

- 1) Ben Ruppert, Travis Lindsey - Region 1 (State EM)
 - They reviewed the UCI Bike Race and that Region 1 is upgrading their radio systems
- 2) John Harkness, Sara Makely, Scott Hudson - Region 2 (State EM)
 - No Report
- 3) Jon Taylor, Kirby Felts, Gene Stewart - Region 3 (State EM)
 - The region hosted the Hells Angels event this year and it was rather uneventful. They are additionally in the early planning stages for an Air Show in Lynchburg, which coincides with Liberty University's graduation in May 2016
- 4) Jessica Swinney, JT Clark, Willie Richardson - Region 4 (State EM)
 - In SW Virginia they have formalized a long term recovery group. There has been some flooding recently in Tazwell County and they are currently doing damage assessments.

- 5) George Glazner, Creig Moore, Bruce Sterling - Region 5 (State EM)
 - There is a potential opportunity to reach out to the local Native American Tribe to see if they can engage with the emergency management community.
- 6) Neal Turner, Jack Jones, Mike Guzo - Region 6 (State EM)
 - They will hold a regional exercise on August 27th and currently have 90 participants enrolled. The region is also currently building their radio systems.
- 7) Jeff Fletcher, Carrie Gonzalez, Virgil Gray Region 7 (State EM)
 - At the end of June and into the early part of July they held the World Police and Fire Games. It turned out to be a smooth event overall. Most of this was attributed to good planning and preparation. They will hold a sheltering exercise in Prince William County in the near future.

Under Caucus Reports, Brittany Schaal shared that the caucus now has a new vice-chairman, Ms. Tammy Waldroup. Additionally they are interested in working with regional partners in order to attempt to increase their membership. They have identified a list of over 150 individuals who are in institutions of higher education and may be eligible for membership within VEMA. She asked that VEMA considered better trying to define the list of member benefits with a specific emphasis for those in higher education settings.

Under Old Business the Board of Directors discussed the VEMA Code of Conduct and the Fall Forum. It was requested that the VEMA Constitution and Bylaws committee create a draft of a VEMA code of conduct for the board to review. Additionally Michelle reviewed how VEMA would be participating in the upcoming Fall Forum and noted that this will be an evolving process over the new few years.

Under New Business the board discussed AMS software packages, VEMA quarterly reports, VEMA logos and Charging Stations at VEMS. All board members were shown the new logos which were to be used at VEMS and reminded to please turn in their quarterly reports on time. Additionally the board asked staff to look into the possibility of securing personal USB charging sticks for VEMS rather than water bottles and to examine the possibility of getting a charging station company to exhibit at VEMS.

Motion Maul/Moore to enter into an agreement with MemberClicks to design and develop a new VEMA website and AMS System which shall be paid for from the website line item which shall not exceed an additional \$4,000 above the current line item. Motion unanimously approved.

There being no further business the meeting was adjourned by Michelle Oblinsky, President, at 2:05 pm.

Respectfully Submitted,

Cheryl Elliott
VEMA Secretary



2015-2016

STRATEGIC ROADMAP FOR EMERGENCY MANAGEMENT IN VIRGINIA

OPERATING ENVIRONMENT & RISK SCAN (RISK = T | V | C)

bakken crude **ISIL** **hurricanes** **cybersecurity** **flooding**
ebola **critical infrastructure** **state budget deficit**
 citizens needing assistance **north anna** **tornados** **sea level rise**
surry **hampton roads** **UASI**

CURRENT CAPABILITIES & APPROACH	GOVERNOR'S VISION FOR EMERGENCY MANAGEMENT	2015 GOALS	LONG-TERM GOALS
<p>GRANTS <i>Treated separately - SHSP, EMPG/LEMPG, HMEP, PSGP, DP, HMGP; limited/different strategy</i></p> <p>DEPLOYMENT POSTURE <i>Richmond/NCR-centric; VDEM silos; local & state assets independent</i></p> <p>PROFESSIONAL DEVELOPMENT <i>OTJ</i></p> <p>SITUATIONAL AWARENESS <i>Tends toward descriptive ("this happened; happening")</i></p> <p>TRAINING, EXERCISES, PLANS, RESOURCES <i>Fragmented/competitive</i></p>	<p>QUICK, INTEGRATED RESPONSE</p> <p>STRATEGIC & SUSTAINABLE PROGRAMS</p> <p>REGIONAL CAPACITY FOR DISASTER RESPONSE</p> <p>PROFESSIONAL DEVELOPMENT FOR EMERGENCY MANAGEMENT</p>	<p>VDEM SPECIFIC: <i>VERT/VEOC more towards staffing rosters</i> <i>HQ reorganization to integrate divisional silos (Disaster Services & Mission Support)</i> <i>Distribute resources & build regional offices</i></p> <p>STATE-WIDE: <i>SHSP grant revision (stakeholder driven & transparent)</i> <i>Integrate all funding sources and strategic needs</i> <i>Count state & local assets and establish deployment posture and "mission packages"</i></p>	<p>GROW NON-GRANT FUNDING SOURCES</p> <p>IMPROVE GRANT SOURCE AMOUNT <i>PSGP/UASI</i></p> <p>ENSURE PROGRAMS ARE SUSTAINABLE OVER TIME</p> <p>DEFINE, BUILD & FUND BASELINE CAPABILITIES <i>For CBRNE/HAZMAT, Communications, Situational Awareness, Alert Warning Notifications, Incident Management, SAR, Planning, Fusion</i></p>

