



## Meeting Minutes December 10, 2025

### Board of Directors Meeting

Virtual



#### VEMA Board of Directors Members:

##### In attendance:

##### Voting Members:

Danielle Holmstrom (President)  
Will Drewery (1<sup>st</sup> VP)  
Bill Lawson (2<sup>nd</sup> VP)  
Peter McCann (Treasurer)  
Scott Maynard (Secretary)  
Jess Robison (Past President)  
Bo Keeney (Executive Director) – Ex Officio  
Dillon Taylor (VDEM)  
Leigh Ann Erdman (Federal Gov't)  
Matt Majid (IHE)  
Craig Bryant (Healthcare)  
Vladimir Tamashiro-Loma (VOAD)  
Samuel Burnette (Region 1)  
Robert Williams (Region 1)

Melissa Meador (Region 2)  
Paul Helmuth (Region 3)  
Tracie Giles (Region 3)  
Curtis Crawford (Region 4)  
Jane Wenner (Region 5)  
Timothy Duffer (Region 6)  
Daniel Murray (Region 6)  
Jeff Fletcher (Region 7)

Victor Podbielski (Membership/Marketing)  
Shannon Sullivan (Membership/Marketing)  
Ryan Burkholder (Membership/Marketing)  
Rich Mortimer (Certification)  
Jeff Fletcher (Constitution/Bylaws)  
Paul Helmuth (Constitution/Bylaws)  
Brian Misner (Legislative)  
Jared Hoernig (Legislative)  
Katie Moody (Scholarship)  
Stephanie Harris (VEMS)  
Rebecca Heins (DEI taskforce)  
Will Drewery (Reg. EMS Advisory Council)  
Danielle Holmstrom (Re. IAEM Assoc. Caucus)  
Laura McHale (VEMS)  
Riley McConnell (Guest – Next Gen.)

##### Non-Voting:

Amanda Weaver (CRC 1)  
Alexa Boggs (CRC 2)  
Gene Stewart (CRC 3)  
Harrison Bresee (CRC 5)  
Michael Guzo (CRC 6)  
Robb Hoffower (CRC 7)

**The meeting was called to order at 11:04 am by Danielle Holmstrom who presided. The agenda was approved as ordered and a quorum was noted. Bo Keeney reminded all attendees of the VEMA Conflicts of Interest and Anti-Trust Notification policies.**

**Motion Drewery/Helmuth to approve the consent agenda as presented, including;**

- Reports
  - Treasurer
  - Constitution and Bylaws Committee
  - IHE Caucus
  - Regions 1 & 7

##### **Motions**

- to approve the VEMA Financial Summary of Accounts as October 31, 2025 as distributed.
- to approve the VEMA Financial Statement as October 31, 2025 as distributed.
- to accept the VEMA Board of Directors minutes from the August 27, 2025 meeting as previously distributed
- to accept the following as members of VEMA since August 27, 2025 as listed below.

Member Name	Member Type	Effective Date	City	Company Name / Organizational Members / Notes
Scott Kensinger	Individual	8/28/2025	Winchester, VA	REMOVED - Retired from City of Winchester
Emma DeJong	Student	8/28/2025	Fairfax, VA	REMOVED - left City of Fairfax per Carrie G.; personal email not available
Amanda Dew	Individual	8/28/2025	Fairfax, VA	REMOVED - left City of Fairfax per Carrie G.; personal email not available
Kevin Johnson	Individual	8/28/2025	Leesburg, VA	REMOVED - retired from Loudoun County OEM per Jeff F.
Harley Gardner	Individual	9/3/2025	Monterey, VA	REMOVED - no longer in EM
Taylor Blunt	Individual	9/3/2025	Houston, TX	RESIGNED - doesn't remember signing up for membership
Jose E. Nava	Student	9/5/2025	Reston, VA	Allied Universal
Dominion Energy	Organizational	9/5/2025	Richmond, VA	AJ Younes (voting), Andrew Brooks, Jessica Epling, Shawn Talmadge
James Babcock	Individual	9/9/2025	Powhatan, VA	Membership Terminated - Code of Conduct Violation
John M. Zelsnack	Individual	9/10/2025	Loudoun, VA	Loudoun County OEMSS

Alexandra E. Oleski	Student	9/11/2025	Blacksburg, VA	Virginia Tech
<i>Gloucester County EM</i>	<i>Organizational</i>	<i>9/18/2025</i>	<i>Gloucester, VA</i>	<i>Removed: Hannah Bonar; Added: Leslie Cloer, Regine Biggers, Tim Williams; Jane Wenner now Voting</i>
Chad Mason	Individual	9/24/2025	Woodbridge, VA	Prince William County Police Department
<i>Neil Miller</i>	<i>Student</i>	<i>9/24/2025</i>	<i>Farmville, VA</i>	<i>REMOVED - Longwood Univ. Intern - not renewing</i>
<i>Emma Pikul</i>	<i>Student</i>	<i>9/24/2025</i>	<i>Farmville, VA</i>	<i>REMOVED - Longwood Univ. Intern - not renewing</i>
<i>Bob Latvis</i>	<i>Individual</i>	<i>9/24/2025</i>	<i>Norfolk, VA</i>	<i>REMOVED - no longer with Foodbank of Southeastern VA</i>
Angel Caraballo	Individual	9/25/2025	Norfolk, VA	Foodbank of Southeastern Virginia and the Eastern Shore
Waylon Miller	Individual	9/30/2025	Lexington, VA	Washington & Lee University; <i>Repalced Craig VanClief</i>
<i>James City County EM</i>	<i>Organizational</i>	<i>10/1/2025</i>	<i>Williamsburg, VA</i>	<i>REMOVED - John Fritz; added Teresa Blakeslee</i>
<i>REMOVED: Chris Bruce, Mark Eggeman, Rebecca Heins, Warrenell Jackson, Dante Jennings, Mary McElman, Monroe Molesky, Brielle O'Connor, Gary Paris, Tiffany Woody Wiggins // ADDED: Puneeth Adduri, Laura Ashburn, Randy Kingston, Karyn Mauch, Diamond Minor, Ami Patel, Melaney Rodriguez, Felicia Shelton, Deserai Wood</i>				
VDEM	<i>Sustaining</i>	10/2/2025	Richmond, VA	
VDEM	<i>Individual</i>	<i>10/2/2025</i>	<i>Richmond, VA</i>	<i>REMOVED - Jennifer Maul</i>
VDEM	<i>Sustaining</i>	<i>10/2/2025</i>	<i>Richmond, VA</i>	<i>Richard Troshak (deceased)</i>
<i>Nicholas Child</i>	<i>Individual</i>	<i>10/6/2025</i>		<i>Resigned / Moved out of state</i>
Stephen M. Smith	Individual	10/15/2025	West Point, VA	Lancaster County Emergency Services **reinstated 2020**
Emilee M. Waldrop	Student	10/15/2025		VCU
Kyle Jamieson	Individual	10/17/2025	Arlington, VA	J&M Global Solutions **reinstated from 2024
Joseph Wallace	Individual	10/17/2025	Richmond, VA	Labella Associates **reinstated from 2024
Corey Goodwin	Individual	10/17/2025	Rockville, MD	E-PAGA
Brooke Strickland	Individual	10/20/2025	Richmond, VA	Virginia Department of Environmental Quality
Christopher Bailey	Individual	10/21/2025	Northumberland, VA	Northumberland County Department of Emergency Services
John Tennyson	Individual	10/22/2025	Rockingham, MD	James Madison University
Eric Petroski	Individual	11/5/2025	Arlington, VA	<i>Arlington County, Department of Public Safety Communications and Emergency Management</i>
<i>Old Dominion University</i>	<i>Organizational</i>	<i>11/5/2025</i>	<i>Norfolk, VA</i>	<i>Added: Tiana Weatherly</i>
Chris Bruce	Individual	11/10/2025	Lancaster, VA	Lancaster County Emergency Services
<i>City of Hampton</i>	<i>Organizational</i>	<i>11/11/2025</i>	<i>Hampton, VA</i>	<i>Removed Hui-Shan Walker; added Rebecca Warren</i>
Hui-Shan Walker	Individual	11/11/2025	Hampton, VA	switched off of Org and to Individual Membership
Sarah A. Ballou	Student	11/12/2025	Richmond, VA	Grace E. Harris Leadership Institute
<i>City of Alexandria OEM</i>	<i>Organizational</i>	<i>11/14/2025</i>	<i>Alexandria, VA</i>	<i>Added: Parker Fritsch &amp; Waheeda Yoousofzoy</i>
Jacob Oliver	Individual	12/1/2025	Spotsylvania, VA	Spotsylvania County Fire Rescue and Emergency Management
Joanna Hoskins	Individual	12/2/2025		Department of Homeland Security
John S. Rivers	Student	12/8/2025	Richmond, VA	Virginia Commonwealth University (VCU)

## **Motion to approve the consent agenda unanimously accepted.**

### **President's Report – Danielle Holmstrom**

- FEMA Review Council Report to be released December 11.
  - Two-hour briefing scheduled; VEMA will circulate highlights and implications.
  - Legislative Committee is monitoring closely.
- Legislative session preparation underway for January.
- Continued focus on statewide engagement, funding advocacy, and outreach.

### **First Vice President Report – Will Drewery**

- Symposium planning is on schedule.
- Registration numbers need improvement but expected to increase.
- Programming team (Lucy Carter) finalizing sessions.

### **Second Vice President Report – Bill Lawson**

- Supporting the Legislative Committee.
- Exploring improved information flow to regions.
- Assisting Audit Committee.

### **Executive Directors Report (Keeney)**

- a) General Membership Overview
  - a. 786 (bodies) / 420 (memberships). This keeps membership numbers in line with appropriate budgeting for FY 25-26.
- b) VEMS 26 Planning
  - a. 24 vendor booths sold (vs. 15 this time last year).
  - b. Remaining inventory: 1 premium, 14 deluxe, 4 standard booths.
  - c. 8 sponsors confirmed.
  - d. Recommendation: January postcard mailing + QR codes to drive vendor/sponsor traffic.
  - e. Next site visit: **Tuesday, January 13 at 12:30 PM**, including AV walkthrough with VDFP & Hampton Roads IMT.
- c) Annual Business Meeting Notice - Required under bylaws; will be issued soon and repeated via multiple channels.
- d) Committee Rosters - Still pending: **Awards, Membership, Nominations** rosters.

### **New Business**

- a) Board vacancies and transitions
  - a. **Region 5:** Welcome **Anna McCray** (replacing Sarah Snowden).
  - b. **Region 4:** Ongoing vacancy; limited membership engagement.
    - i. Possible candidate from Carroll County to be explored.
    - ii. Discussion on potential bylaw implications and future structural adjustments.
  - c. **CRC Transitions:** Regions 1 & 7 currently have acting CRCs
  - d. **Private Sector Seat:** Mike Whitaker resigned; **Kourtney Arroyo** appointed to replace.
- b) VEMA Technology Task Force
  - a. Task force revisited; members to be confirmed.
  - b. Website demonstration by Laura:
    - i. Committee messaging
    - ii. File sharing
    - iii. Discussion forums
    - iv. "How-to" video and instructions to be emailed to board
    - v. December newsletter will introduce the forum feature; post-holidays standalone email will follow.
  - c. Exploring Slack and Microsoft Teams:
  - d. Slack has per-user fees.
  - e. MS Teams guest-integration is possible but requires admin setup & user onboarding.
- c) Legislative Update
  - A. **Tribal Inclusion Bill Update**
    - Updated code language created with VDEM, state partners, and tribal leadership.
    - Provides formal integration of federally recognized tribes into Title 44 emergency management structure.
  - B. **2026 Legislative Priorities**
    - Five areas of focus:

1. **Support full funding of VDEM budget requests.**
2. **Increase financial support to local emergency management offices.**
3. **Support re-introduction of the matching fund bill (Sen. Stanley).**
4. **Support long-term capital and operational needs of the VDEM Logistics Support Coordination Center (LSCC).**
5. **Oppose unfunded mandates for localities.**
  - "Draft" version will be shared statewide with messaging that updates will follow the FEMA Review Council report.

**Lobby Day: Tuesday, January 27.**

  - Need strong member turnout; greater-than-usual importance given FEMA structural changes.

d) Event Insurance Quote for 2026 VEMS Norfolk Waterside Marriott

- a. Discussion of event cancellation coverage due to weather, government shutdowns, terrorism, etc.
- b. Policies **do not** cover loss of federal grant funding.
- c. Cost ranges **\$760–\$968** depending on terrorism coverage level.
  - i. **Motion Robison/Drewery:** Approve purchase of event cancellation insurance for VEMS 2026; selection of coverage tier delegated to VEMS Committee. Approved unanimously.

e) VEMS 2026 App

- a. VEMS Committee leaning toward **MemberClicks event mobile app** (approx. \$4,500).
- b. Integrated with membership system; supports year-round use.
- c. Confirmation needed on shared cost between Membership & Marketing and VEMS budgets.

#### **Unfinished Business**

- a) Microsoft File Sharing Platform - How To Document (Misner) – Presentation to be deferred to next meeting
- b) Next Generation Leaders Caucus Proposal
  - a. Motion Lawson/Tamashiro-Loma to approve the proposal for a next generation caucus and to be presented at the 2026 annual business meeting. Motion approved unanimously.
- c) Committee SOPs – reminder to submit all committee SOP's by the February board meeting.
- d) Strategic Plan Implementation – Jess Robison will serve as the point person to track and report the progress of the VEMA strategic plan.

**There being no further business, the meeting was adjourned at 1:17 pm**

**Respectfully submitted,**

**Scott Maynard, VEMA Secretary**