**Minutes of the VEMA**

**Board of Directors Meeting
February 15, 2023 - Virtual**

**In attendance were the following members:**

***VEMA Board of Directors Members:***

**Voting Members:**

Bobby Gelormine

Robert Foresman

Danielle Holmstrom

Jessica Robison

Robert Williams (Region 1

Melissa Meador (Region 2)

Michael Guditus (Region 2)

Tracie Giles (Region 3)

Peter McCann (Region 4)

Sara Snowden (Region 5)

Willie Love (Region 5)

Tim Duffer (Region 6)

Jeff Fletcher (Region 7)

Diane Hansen (Region 7)

Jennifer Sharpe (VDEM)

Andrew Marinik (Colleges/Universities)

Alexander Hanna (Student Rep.)

Bo Keeney (Executive Director – Ex. Officio)

**Additional Committee Chairs**:

Brian Misner

Bill Lawson

Walter English

**The meeting was called to order by Robert Gelormine at 11:33 am. He noted a quorum was present and asked for a review of the association’s conflict of interest and anti-trust policies before proceeding. Updates to the presented agenda were offered.**

**Motion Love/English to approve the consent agenda as presented.**

* **Reports**
* President (Gelormine)
* 2nd Vice President (Holmstrom)
* Secretary (Harrington)
* Treasurer (Robison)
* **Motions**
	+ to approve the VEMA Financial Summary of Accounts as December 31, 2022 as distributed.
	+ to approve the VEMA Financial Statement as December 31, 2022 as distributed.
	+ to accept the VEMA Board of Directors minutes from the November 22 , 2022 meeting as previously distributed
	+ to accept the following as members of VEMA since November 22, 2022 as listed below

**\*\* Report (Robison)**

1. (Robison) to approve the VEMA Financial Summary of Accounts as December 31, 2022 as distributed.
2. (Robison) to approve the VEMA Financial Statement as December 31, 2022 as distributed.

**\*\*Secretary’s Report (Harrington)**

1. (Harrington) to accept the VEMA Executive Board of Directors minutes from the November 22 , 2022 meeting as previously distributed.
2. (Harrington) to accept the following as members of VEMA since November 22, 2022: (to be updated)



**Under the Executive Directors Report Bo Keeney commented on current membership numbers, the continued meetings to increase transparency and financial literacy, VEMS 2023, that online QuickBooks is now operational and that the executive board has decided to not pursue a VEMA credit care at this time.**

**Under Committee Reports the following were presented.**

1. Symposium Committee (Gelormine on behalf of Flagler)
	1. Secretary will attend VEMS, great agenda set, only 4-5 exhibit booths left, Tuesday networking should be fun and well attended, Wednesday luncheon will feature awards and strategic plan update. VEMS currently sold out and operating on a waiting list.
2. Legislative Committee (Misner and Lawson)
	1. Lobby day was successful. Committee will present an update at VEMS. Working to establish new roles of committee members.
3. Audit Committee (Holmstrom)
	1. Committee continues to review financials on a monthly basis. No issues reported. Looking for one additional committee member and for ways to pass knowledge onto next group of volunteers.
4. Constitution / By-Laws Committee (Fletcher) – No Report
5. Scholarship Committee (Moody) – Finalizing all applications and will award scholarships at VEMS 2023
6. Membership & Marketing Committee (Spach) – No Report
7. Awards & Citations Committee (Hockett) – No Report
8. Certification Committee (DeValle) – No Report
9. Nominations Committee (Foresman) – No Report
10. VEMA Representative for National Weather Services’ Storm Ready Board (Foresman) – No Report
11. Professional Development (Ad-Hoc) (Myers) – No Report
12. Virginia Representative for EMS (Gelormine) – No Report
13. Social Media (Sub-Membership Comm) (Crawford) – No Report
14. Diversity, Equality and Inclusion (English)
	1. Committee working to link up with state partners to ensure they are in compliance with state rules. Will have a plan in place before next fiscal year.

**Regional Committee Reports**

1. -Region 1 (Pletch)
	1. 1 new hire in prince George
2. Region 2 (Stone)
	1. New position opening in warrenton
3. Region 3 (Stewart)
	1. No Report
4. Region 4 (Haga)
	1. No Report
5. Region 5 (Breese)
	1. Looking towards VEMS. George Glazier is retiring and Nicole DeVille moving on.
6. Region 6 (Guzo)
	1. No Report
7. Region 7 (Jake Kezele)
	1. Planners group working on family assistance centers. New EM in leesburg, VA. City of Alexandria still looking for EM Coordinator

**Under Caucus/Other Reports**

1. Institutions of Higher Education (McCann)
	1. Met in 4th quarter. Finalizing new strategic plan. 16 IHE members planning on attending VEMS
2. Faith Based Caucus (Whiteaker) – No Report
3. Student Representative (Hanna) – No Report
4. VOAD (Combee) – No Report
5. Business/Industry- (Dowler) – No Report
6. Federal Government - (Drauschak) – No Report
7. Military Affairs – (Reich) – No Report
8. VDEM – (Sharpe) – Michelle Oblinsky has filled in as acting chief deputy for VDEM and Jennifer Sharpe is filling in as Acting Deputy Coordinator.

**Unfinished Business**

1. Strategic Plan Workgroup (McKinnon and Foresman)
	1. Group will present a modified plan during VEMS and then look to complete a more robust revision to strategic plan in the next year. Aim is to possibly work with a consultant to bring a new plan forth.
2. Website Workgroup (Hoggard and Crawford)
	1. New website is in BETA mode and will be finalized soon. Updates are more relevant and timely with today’s needs.
3. EM Professionals Week
	1. March 19 - 23
	2. Assigned to Legislative Committee
	3. Sample Proclamation will be sent out to all VEMA Members and to CAO's

**Under New Business the following were discussed.**

1. VEMS 2026 location RFP’s. In addition to the proposals we’ve received from Norfolk the group would like proposals from the Hampton Convention center and a property in Williamsburg.
2. Motion Foresman/Fletcher to award Scott Hudson Honorary membership. Motion passed unanimously.
3. Motion Sharpe/Foresman to award Erin Sutton Life membership. Motion passed unanimously.
4. It was decided that the VEMA 2023 annual business meeting will take place in person during VEMS on Wednesday morning pending favorable logistics
5. Motion Fletcher/Foresman to waive the refund policy in the presence of a wait list for VEMS 2023. Motion passed unanimously.

**For the Good of the Order**

a) Reminder - Nomination For Executive Board Positions for 2023 – 2024 – Due by Feb 24

**There being no further business the meeting was adjourned at 1:02 pm**

**Respectfully submitted**

 **Bo Keeney, VEMA Executive Director**

**On Behalf of Sara Harrington**