



**Meeting Minutes: November 30, 2023**

**Board of Directors Meeting**

Meeting Called to order at 11:04 am  
6610 Public Safety Way, Chesterfield VA 23832

**In attendance were the following members:**

**VEMA Board of Directors Members:**

**Voting Members:**

Jessica Robison  
Danielle Holmstrom  
William Drewery  
Leslie Comer  
Stephen Davis  
Bobby Gelormine  
Robert Williams (Region 1)  
Paul Helmuth (Region 3)  
Peter McCann (Region 4)  
Sara Snowden (Region 5)

Tim Duffer (Region 6)  
Matt Tatum (Region 6)  
Jeff Fletcher (Region 7)  
Jennifer Sharpe (VDEM)  
Andrew Marinik (Colleges/Universities)  
Bo Keeney (Executive Director – Ex. Officio)

**Non-Voting Members:**

Donna Pletch

**Additional Committee Chairs:**

Darshan Parikh  
Brian Misner  
Carrie Gonzalez  
Bill Lawson  
Ryan Burkholder  
Maribel Street  
Craig Bryant  
Robert Foresman  
Renee McKinnon

**Call to Order by President, Jess Robison who noted a quorum and asked for any revisions to the agenda.**

**Bo Keeney reminded the board of the association’s conflicts of interest and anti-Trust Notification (Keeney). He then reviewed the process of the organization’s consent agenda process.**

**Motion Drewery/Sharpe to approve the consent agenda as presented. This includes the following motions and reports**

- o to approve the VEMA Financial Summary of Accounts as October 31, 2023 as distributed.
- o to approve the VEMA Financial Statement as October 31, 2023 as distributed.
- o to accept the VEMA Board of Directors minutes from the August 30 , 2023 meeting as previously distributed
- o to accept the VEMA Executive Board minutes from November 1, 2023 meeting as previously distributed.
- o to accept the following as members of VEMA since August 30 , 2023 as listed below.
- o to accept the following as members of VEMA since August 30, 2023:

• **INDIVIDUAL**

Andrew R. Irvine	10/18/2023	Loudoun, VA	Loudoun County Government - Office of Emergency Management
Brion K. Bear	10/23/2023	Prince George, VA	Prince George Fire and EMS
Calvin C. Balderson	9/1/2023	Heathsville, VA	Northumberland County
Chris Corbin	10/31/2023	Orange, VA	Orange County
Curt Nellis	10/11/2023	Powhatan, VA	*retired*
Daniel Clark	10/25/2023	Farmville, VA	Town of Farmville
John F. McCamley	9/14/2023	Fredericksburg, VA	Fredericksburg Fire Department
Kabrina Tippett	10/30/2023	Richmond, VA	Virginia Department of Transportation
Laura Gaxiola	11/3/2023	Norfolk, VA	USN
Matt Heppner	9/14/2023	Fredericksburg, VA	Fredericksburg Fire Department
Patrick C. Smith	9/12/2023	Isle of Wight, VA	Isle of Wight County, VA
Rodney M. Mills	9/6/2023	Hampton, VA	Veterans Affairs Hospital Hampton
Steven Nelson	10/2/2023	Indian Neck, VA	Transitioned from Organizational to Individual Membership
Mark Stone	10/19/2023	Richmond, VA	Retired. Moved from VDEM membership

• ORGANIZATIONAL

Member Name	Effective Date	City	Company Name / Organizational Members / Notes
Virginia Beach Police Department	9/12/2023	Virginia Beach, VA	Removed Nicole Kosmas & added Michael Sorce
Mobile Air and Power Rentals	10/2/2023	Clinton, MD	Brendan Magner
City of Poquoson Fire/Rescue	10/6/2023	Poquoson, VA	Removed Christopher Wolkowich & Elijah Rossi; added Brandon Burton

• STATE AGENCY

Member Name	Effective Date	City	Company Name / Organizational Members / Notes
US Navy	10/19/2023	Norfolk, VA	Removed Wesley Lacaze, added Jerry Doll
University of Virginia	11/3/2023	Charlottesville, VA	Removed Allison Hope & Zach Estess, added Briana Kracke

• STUDENT MEMBER

Member Name	Effective Date	City	Company Name / Organizational Members / Notes
Abigail Cohen	9/12/2023	Petersburg, VA	Virginia Department of Health - Crater Health District
Marc Kelly	9/18/2023	Williamsburg, VA	William & Mary
Joseph White	10/19/2023	Richmond, VA	

a) to drop the following for non-payment of dues

Member Type	[Name   First]	[Name   Last]	Company	[Address   Primary   City]	[Address   State]
Individual	Gwynneth	Alexander	IEM		VA
Individual	Rhenee	Allen	US Coast Guard	Portsmouth	VA
Individual	Briant	Atkins	Virginia Department of Fire Programs	Locust Grove	VA
Individual	Joshua	Bailey	Augusta County Fire Rescue	Verona	VA
Individual	Marc	Barbiere	Georgetown University	Washington	DC
Individual	Michael	Bender	Bath County		
Individual	Ron	Benedict	The Olson Group, Ltd.	Arlington	VA
Individual	Jason	Brinkley	Isle of Wight County Public Schools	Smithfield	VA
Individual	Detroy	Brooks	Henrico County EMWS	Henrico	VA
Individual	Joel	Bundy	Sentara Leigh Hospital	Virginia Beach Mechanicsville	VA
Individual	Jason	Burrow	Virginia Department of Military Affairs	e	VA
Individual	William	Cease	Westmoreland County Governement	Montross	VA
Individual	Patricia	Chappell	Olson Group, LTD	Alexandria	VA
Individual	Rick	Christ	Crisis Prevention & Response, Inc.	Pulaski	VA
Individual	Craig	Collins	Henrico County EMWS	Henrico Mechanicsville	VA
Individual	Matthew	Combee	Baptist General Assembly of Virginia	e	
Individual	Joseph	Corley	City of Virginia Beach	Virginia Beach	VA
Individual	Christophe	Crabtree	US DHHS ASPR	Sterling	VA

Individual	Joseph	Dame		Winchester	VA
Individual	Mary Beth	Danuser	Henrico County EMWS	Henrico	VA
Individual	Nicholas	Drauschak	Department of the Army	Ruckersville	VA
Individual	Kent	Emerson	Amelia County	Amelia	VA
Individual	Harry	Fanning	Jefferson Lab	Suffolk	VA
Individual	Heather	Geldart	Arlington County	Arlington	VA
Individual	Joshua	Goyet	Virginia Beach Fire Department	Virginia Beach	VA
Individual	Natalie	Graver	The Olson Group, Ltd.		VA
Individual	Laura	Hahn	Upper Mattaponi Indian Tribe	King William	VA
Individual	Jennifer	Harris	ATCS PLC	Midlothian	VA
Individual	Jon	Henschel	Winchester Fire and Rescue US Department of State, Bureau of Diplomatic Security	Winchester	VA
Individual	James	Howson		Arlington	VA
Individual	Marilyn	Hundley	Baptist General Association of Virginia	Henrico	VA
Individual	Donald	Hunter	Prince George Fire/EMS	Prince George	VA
Individual	George	Keefer	Culpeper County	Culpeper	VA
Individual	Cari	Kelso	Virginia National Guard	Williamsburg	VA
Individual	Mercedes	Laney	USAG Fort Belvoir		
Individual	James	Leicester	Rave Mobile Safety	Hertford	NC
Individual	Travis	Lindsey	Powhatan County Fire Rescue		VA
Individual	William	Love	Mathews County Emergency Services	Mathews	VA
Individual	Steven	Magaro	Hampton Roads Transit	Hampton	VA
Individual	Kendra	Mays	Emergency Management Partners, LLC	Richmond	VA
Individual	James	McCabe	Wythe County	Wytheville	VA
Individual	William	McGann	DHS/FEMA	Hamilton	VA
Individual	Steele	McGonega I			
Individual	Elizabeth	Moore	County of Loudoun Emergency Management	Leesburg	VA
Individual	Nathaniel	Moore	Fairfax County Virginia & VA Army National Guard	Fredericksburg	VA
Individual	Stephen	Owen	Radford University	Christiansburg	VA
Individual	Jessica	Peglow	Norfolk Naval Shipyard	portsmouth	VA
Individual	Monica	Plumb	George Washington University Hospital	Washington	DC
Individual	Michael	Potter	Town of Warrenton	Warrenton	VA
Individual	Carolyn	Power	IEM		DC
Individual	Michael	Pruitt	VDEM	Union Hall	VA
Individual	Anthony	Ramsey	Augusta County ECC	Verona	VA
Individual	Laura	Schmidt	City of Roanoke	Roanoke	VA
Individual	Herbert	Siefken	Retired. Volunteer JCC Emergency Management	Williamsburg	
Individual	Corey	Smedley	City of Alexandria OEM	Alexandria	VA
Individual	Rebecca	Spencer	DOD NAVSEA Norfolk Naval Shipyard	Elizabeth City	NC
Individual	Jarren	Strong	Glade Spring Fire Department	Abingdon	
Individual	John	Tipton	Olson Group, LTD.		VA
Individual	ROBERT	Wagner	Apex Companies, LLC	Fincastle	VA
Individual	Ryan	Whytlaw	VDOT	Richmond	VA
Individual	James	Williams	VMI	Lexington	VA
Individual	Norman	Wrona	The Red Gate Group	Fredericksburg	VA
Organizational	Juan	Reyes	Fairfax County Government	Fairfax	VA

Organizational	Dennis	Batts	Fairfax County, DPWES, Solid Waste Management Program	Fairfax	VA
Organizational	Timothy	Luck	Louisa County		VA
Organizational	Jeremy	Holloway	Rockingham County	Harrisonburg	VA
Organizational	Linda	Lippa	Truist	Richmond	VA
Organizational	Brian	Foley	Warren County Fire and Rescue Services	Luray	VA
Student	Henry	Barnett	Chesterfield County Emergency Management Division	Cobbs Creek	VA
Student	Jayden	Cawthorne	Longwood University Police Department	Farmville	VA
Student	Jordan	Daniel Heineman	Chesterfield County Emergency Management Division		
Student	Eric	n	Joint Task Force - Civil Support	Fort Eustis	VA
Student	Adam	Katz	City of Fairfax Emergency Management		
Student	Mel	Pearson	Lebanon Lifesaving Crew	Lebanon Montpelier Station	VA
Student	Todd	Southard	Albemarle County Virginia Department of Health - Chesapeake Health District		VA
Student	Jerry	Tucker		Chesapeake	VA
Student	Chris	Wilkinson	Chesterfield Fire & EMS	chesterfield	VA

- **Reports**

- 2<sup>nd</sup> Vice President (Drewery)
- President's Report (Robison)
- 1<sup>st</sup> VP Report (Holmstrom)
- \*\*2<sup>nd</sup> VP Report (Drewery)

**Motions considered in the consent agenda passed unanimously.**

Under the Executive Director's Report Bo presented an overview of the general membership numbers, the recent membership recruitment campaign, VEMS 2024 operations and the VEMA/VDEM 2024 MOU. He noted the following membership numbers: Affiliate (15), Honorary (45), Individual (235), Organizational (58/176), St. Agency (7/51), Student (16), Sustaining (1/182), VDEM Individual (8) for a total of 728 persons. The VEMS sponsorship program revenues secured to date are north of \$36,000, Premium Exhibit booths are sold out. The December/January solicitations schedule is in place. He reviewed the VEMA newsletter advertisements. The consensus of the board is to not solicit advertisements outside of the partner/sponsor program. It was noted that the VEMA Office will start a calendar of sponsor deliverables for the vendor sponsor program.

Under Unfinished business the board discussed the following:

- VEMS 2026 and 2028 (Keeney)
  - The executive board has approved these agreements, and they will be signed off by the end of next week. The board will need to begin looking to secure locations for the 2027 annual conference in the Western part of the state.
- Keeney Group Agreement Amendment and Renewal (Robison)
  - Motion Sharpe/Davis to approve the Keeney Group /VEMA agreement as amended to keep the term Executive Director, include the right to cure provision under the early termination section and to address phone provisions. Motion passed unanimously.
- Strategic Plan Workgroup – Next Phase (McKinnon and Foresman)
  - The strategic plan workgroup will encourage committees to write down how they operate for continuity purposes and develop their SOP. They remain on track to develop a document that will be presented to the annual membership at the 2024 annual meeting.
- Committee policies and SOP's - each committee is asked to develop a SOP & policies for presentation at the board meeting.
- Social Media posting goals
  - Membership and marketing will take on the responsibilities and establish a purpose of the social media presence.
- Sponsorship Program
  - This program has been implemented and is under way. So far solicitation efforts are ahead of schedule.

**Committee, Caucus, Regional, & Other matters to be discussed with board**

**Committee Reports (see appendix for reports submitted in advance)**

- a) Symposium Committee (Holmstrom and Harris)
- b) Legislative Committee (Misner and Lawson)
- c) Constitution / By-Laws Committee (Fletcher)
- d) Scholarship Committee (Moody)
- e) Awards & Citations Committee (Hockett)
- f) Diversity, Equality and Inclusion (Parikh)

**Regional Committee Reports (see appendix for reports submitted in advance)**

- a) **CRC's – Please report on Regional Efforts**
- b) **Regional Reps – Please report on locality specific topics**

- 1) - Region 1 (Pletch)
  - a. Madison L'Heureux
  - b. Robert Williams
- 2) Region 2 (Boggs)
  - a. Melissa Meador
  - b. Michael Guditus
- 3) Region 4 (Haga)
  - a. Peter McCann
  - b. Michael Whiteaker
- 4) Region 7 (Jake Kezele)
  - a. Jeff Fletcher
  - b. Diane Hansen

**Caucus/Other Reports (see appendix for reports submitted in advance)**

- a) Institutions of Higher Education (McCann)
- b) Faith Based Caucus (Whiteaker)

**Under New Business the following were presented:**

- a) Bylaws v. Constitution – Caucus voting privileges.
  - a. There seems to be a discrepancy between the VEMA bylaws and constitution regarding the voting authority of some of the caucuses. The VEMA bylaws committee will review and come back with recommendations at the next board meeting
- b) IHE – Faith Based Associates (Whiteaker)
  - a. Tabled until the next meeting

**For the Good of the Order**

- a) Jess and Danielle discussed continuity planning during their time out in the near future. Will Drewery will step in as needed.

There being no further business the meeting was adjourned at 1:14 pm

Respectfully submitted,

Leslie Comer  
VEMA Secretary

## APPENDIX – REPORTS

# VEMA Board - Regional Rep Report

**Name:** Peter McCann & Michael Whiteaker

**Region 4**

**Any New Hires, Promotions, Retirements?**

No

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

No

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

- Michael Whiteaker was added as the second region 4 rep to the VEMA Board. - Region 4 held it's fall forum during the last quarter. - Washington County EOC held a Chempack training. - Our regional healthcare coalition conducted a CMS series that culminated in a functional exercise for regional healthcare facilities

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

No

**Anything else you would like to share with VEMA membership?**

No

**Did you spend any VEMA money and if so, how was it utilized?**

No

**Name:** Alexa Boggs

**Region 2**

**Any New Hires, Promotions, Retirements?**

New VDEM Region 2 Sean Peavey, All-Hazards Planner Erin Salling, REP Specialist

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

None

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

None

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

None

**Anything else you would like to share with VEMA membership?**

None

**Did you spend any VEMA money and if so, how was it utilized?**

No

**Name:** Jeff Fletcher

**Region 7**

**Any New Hires, Promotions, Retirements?**

N/A

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

None

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

Region localities participated in the Region 7 IPPW and Region 7 Fall Forum

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

N/A

**Anything else you would like to share with VEMA membership?**

No

**Did you spend any VEMA money and if so, how was it utilized?**

No

**Name:** Madison L'Heureux and Robert Williams

**Region 1**

**Any New Hires, Promotions, Retirements?**

1. Essex County hired Emergency Manager Kyle Durham and Assistant EM Tommy Hicks 2. Greenville County has been working through the hiring process but has not announced a new EM as of yet 3. Powhatan County hired Emergency Manager Jamie Babcock 4. Brightpoint Community College hired Emergency Manager Jerry Meadows 5. Virginia State University has hired Emergency Manager Tina Watkins

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

N/A

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

1. We had a successful Region 1 Fall Forum and Integrated Preparedness Plan Workshop in October 2. CERT Skills Rodeo that had a great turnout that was held in Richmond in the beginning of November 3. A very successful National Disaster Medical System Exercise that was conducted in Chesterfield 4. A successful Tabletop Exercise that was held in Charles City County in November

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

N/A

**Name:** Vladimir Tamashiro-Loma

**VOAD Rep**

**Any New Hires, Promotions, Retirements?**

None

**Any Outreach events or conferences coming up in your area that VEMA should be at or know about?**

None

**Any Items to note from your Region (EM's, Localities, Agencies, Etc)**

VA VOAD held our 2nd VA VOAD Partnership Day (and 1st one outside of the Richmond area) in conjunction with VDEM HQ, and VDEM Region 2 in Culpeper. About 90 attendees from VOAD organizations, community organizations, local EMs, and state EMs participated in the day for a successful day of collaboration and networking. I would like to recognize the amazing work that VDEM Region 2 did to support this event. In late August, 2 VA VOAD member organizations supported wildfire mitigation efforts in the Mt. Draper Community in Pulaski, VA in close coordination with Pulaski Emergency Management. Team Rubicon performed chainsaw operations and line digging while Red Cross supported with meal delivery.

**Items, Committees, Projects or other things to be noted that you have been involved in as regional rep since last board meeting**

VAVOAD has recently sent 2 representatives to the National VOAD Fall Members Meeting in Washington DC (myself and Rebecca Chestnutt who is on our Board of Directors). The purpose of this event is to discuss topics relevant to volunteer organizations working in the disaster space and problem solve. We also continue to network with National Organization members and partners to find new resources, services, and potential members for Virginia.

**Anything else you would like to share with VEMA membership?**

In addition to making progress with improving our website, data management platform (we are migrating over to Google Workspace), and SOPs, VA VOAD is ending the year with 20% growth in membership with 2 more organizations submitting applications for January review. This year we have welcomed, ARRL (American Radio Relay League), Park Valley Disaster Response, World Renew, Christian Appalachian Project, LCART (Louisa Community Animal Response Team), and ITDRC (Information Technology Disaster Resource Center). VOAD's goal is to not only grow our membership but diversify it and expand our services portfolio to be in a better position to support your communities. Park Valley Disaster Response provides more traditional services with initial recovery work (muck and guts, etc). World Renew will add to our capacity to support Long Term Recovery efforts as they focus on rebuilds. CAP will help us to increase our presence in SW VA so that we can start building rapport with those communities to enable us to better respond there while they bring recovery and rebuild services of their own. ARRL, ITDRC, and LCART bring new services/expertise in communications, information/communication technology needs, and animal needs respectively.

**Did you spend any VEMA money and if so, how was it utilized?**

None

## VEMA Committee Reports

**Committee: Awards and Citations**

**Committee Chairperson:** Tanya Hockett

**Committee Meeting dates during the quarter**

Thursday, October 19, 2023

**Committee Actions during the quarter :**

Developed 2024 Awards Nomination Form and SOP

**Anticipated activity for next quarter / balance of year:**

Review and score awards, purchase awards, present at VEMS

**Status of issues, projects or charge to committee:**

Adding guidance for President's Award to the SOP

**Committee: DEI**

**Committee Chairperson:** Darshan Parikh

**Committee Meeting dates during the quarter**

July \_\_ & 11/7/2023

**Committee Actions during the quarter :**

Held second committee meeting to further discuss scope and mission. Met with DEI representatives from IAEM and DCHEMA for best practices in incorporating DEI into programs.

**Anticipated activity for next quarter / balance of year:**

- Define what DEI means in the context of EM and stakeholders. - Meet with state EM DEI committees to learn how they define DEI in EM and their best practices. -

Meet with FEMA R3 DEI team to learn how they define DEI in EM and their best practices.

**Committee: Legislative**

**Committee Chairperson:** Brian Misner and Bill Lawson

**Did you spend any VEMA money and if so, how was it utilized?**

Yes, ongoing contract with Hunton Andrews Kurth

**Committee Meeting dates during the quarter**

Monthly, 4th Thursday of the month

**Committee Actions during the quarter :**

Work with VDEM on submissions for VEMS Letter of Support for VDEM Disaster Supply Warehouse Working on EM Professional Week, partnering with Outreach.

Committee members attended Fire Chief's Association Meeting Working on Platform Planning a webinar for Legislative process in January Working with Tribal Partners

**Anticipated activity for next quarter / balance of year:**

Prep for VEMS Lobby Day Adjust meetings for holidays

**Status of issues, projects or charge to committee:**

Ongoing - Working to support Emergency Management through legislation. Working on platform to get funding for EM.

**Committee: Scholarship**

**Committee Chairperson:** Katie Moody

**Committee Meeting dates during the quarter**

10/17/2023

**Committee Actions during the quarter :**

We held our Fall Scholarship Committee meeting on 10/17/2023. The new members were introduced and briefed on our typical scholarship committee process. We also did a debrief of last year's process. Some committee members discussed some changes to be made to the scholarship application process and our anticipated timeline.

**Anticipated activity for next quarter / balance of year:**

Scholarship application period to open; committee members to begin outreach

**Status of issues, projects or charge to committee:**

No new updates.

**Committee: Faith Based Caucus**

**Committee Chairperson:** Michael Whiteaker

**Committee Meeting dates during the quarter**

**Committee Actions during the quarter :**

Onboarded a new caucus secretary Moriah Kitaeff, Kim Ligon moved to Caucus Vice Chair. Conducted a normal caucus meeting and had our first planning meeting for our upcoming Virginia Faith Based Emergency Preparedness Summit. Put a call to action in the recent VEMA newsletter

**Anticipated activity for next quarter / balance of year:**

Continue planning for 2024 Virginia Faith Based Emergency Preparedness Summit, continue promoting the faith based caucus, recruit regional reps to be a part of the caucus, identify goals for 2024 and align guest speakers to share best practices / latest information.

**Status of issues, projects or charge to committee:**

N/A

**Committee: Constitution & By-Laws**

**Committee Chairperson:** Jeff Fletcher

**Committee Meeting dates during the quarter**

N/A

**Committee Actions during the quarter :**

None

**Anticipated activity for next quarter / balance of year:**

Anticipate conducting a review of By-Laws this year.

**Status of issues, projects or charge to committee:**

N/A

**Committee: VEMS Committee**

**Committee Chairperson:** Danielle Holmstrom & Stephanie Harris

**Did you spend any VEMA money and if so, how was it utilized?**

\$397.18 (as of 11/13) - VEMS supplies/postage and travel for the VEMS hotel site visit

**Committee Meeting dates during the quarter**

Monthly on the second Monday of every month (9/11, 10/17 - due to holiday, 11/13). Additional subcommittee meetings to coordinate planning activities.

**Committee Actions during the quarter :**

-Conducted onsite visit at Newport News Marriott with hotel staff and VEMS Committee Members. Created a layout map with capacity numbers for reference by the Program Committee and other committees to assist with planning efforts. -Finalized year-round sponsorship package in coordination with the Executive Board to provide VEMS sponsorship opportunities at the Vendor Hall. -Promoted vendor hall opportunities through messaging (social media and e-blast). A total of 7 VEMS booths have been secured/confirmed as of 11/16. -Solicited for speakers and presentations. The proposal submission process ended on 11/3 with a record number of presentations received (90+). -Research and confirmed VEMS App to use for 2024 VEMS (Eventify). -Launched VEMS attendee registration (a total of 43 have registered as of 11/13). -Researching AV quotes and confirming logistics with HRIMT. -Researching networking opportunities and discussing with Newport News staff. -Developed and promoted marketing with new VEMS logo.

**Anticipated activity for next quarter / balance of year:**

-Develop DRAFT VEMS agenda with sessions; coordinate confirmation of speakers and dignitaries -Continue attendee registration -Solicit for vendor booths at VEMS - Confirm and promote networking opportunities at VEMS -Program new VEMS App -Coordinate ongoing messaging and promotion of VEMS through listserv messages, social media, and other platforms -Secure contracts for AV, pipe/drape, networking, etc. -Identify/confirm menu options -Continue ongoing committee coordination (moving from monthly VEMS Committee meetings in 2023 to bi-weekly in 2024)

**Status of issues, projects or charge to committee:**

Ongoing work being maintained through VEMS Committee Chairs and Section Chiefs/Subcommittee Chairs.

**Committee: IHE Caucus**

**Committee Chairperson:** Peter McCann - Chair, Andrew Marinik - Board Liaison

**Committee Meeting dates during the quarter**

August 31, 2023, November 27, 2023

**Committee Actions during the quarter :**

Conduct meetings, plan for IHE Caucus meeting at VEMS, facilitate IHE-targeted training, and caucus business.

**Anticipated activity for next quarter / balance of year:**

Continued planning and development for the IHE Caucus meeting at VEMS, fundraising for annual meeting (VEMS adjacent). Planning for FAC-type exercise for IHEs in summer 2024.

**Status of issues, projects or charge to committee:**

Strategic plan goals progressing; specific metrics on progress should be available by end of Q4.



## VEMA Executive Board

### Danielle Holmstrom

**E-Board Position:** 1st Vice President

**What is the status of preexisting activities or initiatives?**

VEMS Committee planning continues (see separate report). Future VEMS 2026 and 2028 RFPs have been reviewed and agreed upon by Executive Board - Keeney Group is in the process of obtaining contracts.

Any items, projects, committees that you have represented VEMA in since last board meeting?

**VEMS Committee (see separate report)**

Any noteworthy actions for the committees or groups that you oversee?

Eventify app was secured for VEMS 2024, thanks to the hard work of the VEMS Planning Committee. A record number of presentations were received for VEMS 2024 this year (over 90 total!) - kudos to the program committee for their work soliciting presentation and developing a diverse and relevant agenda for the symposium!

**Any other noteworthy items you would like to share with the VEMA membership?**

n/a

**Did you spend any VEMA money and if so, how was it utilized?**

Yes - VEMS Committee (see committee report-out)

### Leslie T. Comer

**E-Board Position:** Treasurer

**What is the status of preexisting activities or initiatives?**

I do not have anything to report at this time. I have been away in training.

**Any items, projects, committees that you have represented VEMA in since last board meeting?**

No

**Any noteworthy actions for the committees or groups that you oversee?**

Nothing at this time.

**Any other noteworthy items you would like to share with the VEMA membership?**

nothing

**Did you spend any VEMA money and if so, how was it utilized?**

none