



**Minutes of the Virginia Emergency Management Association  
Held Virtually Via Zoom on Wednesday August 18, 2021  
Meeting Called to Order at 10:03 am by President Bobby Gelormine**

***The Following Members were in attendance:***

**Voting Members:** Bobby Gelormine, Robert Foresman, Will Flagler, Danielle Progen, Jessica Robison, Joseph Dame, Melissa Meador (Region 2), Michael Guditus (Region 2), Paul Helmuth (Region 3), Maribel Street (Region 3), Stephen Owen (Region 4), Sara Snowden (Region 5) Willie Love (Region 5), Tim Duffer (Region 6), Matt Tatum (Region 6), Diane Hansen (Region 7), Michelle Oblinsky (VDEM), Ruth Reich (Military Affairs), Keith Dowler (Business/Industry), Andrew Marinik (Colleges/Universities) & Bo Keeney (Executive Director – Ex. Officio). **Non-Voting Members:** Gene Stewart, Tim Estes, **Additional Committee Chairs not previously addressed:** Brian Misner, Tanya Hockett, Walter English. **VDEM Special Guests:** Erin Sutton and Curtis Dillion

Bo Keeney, VEMA Executive Director, reviewed the association 501c6 policies including the conflict of interest, anti-trust, whistleblower, document destruction, etc. before the start of the meeting. All members were reminded to read and abide by these policies while conducting association business.

Bobby Gelormine, VEMA President, provided a review of association activities as VEMA President. He noted the appointment of Neal Turner as VEMA Chaplain, Walter English as the DEI Taskforce chair, and Danielle Spach as the new Membership and Marketing committee chair. He thanked the members for their continued support and operations during the COVID-19 pandemic and hurricane season. He also highlighted the VEMA membership survey that has been distributed and will be used as the base for updating the VEMA strategic plan. Finally he noted that he has met with the leadership team at VDEM and will continue to do so in order to build a strong coalition. One of their combined goals is to have more Emergency Managers at local levels. They also discussed working alongside the VEMA Legislative Committee to address issues that affect state and local government with regards to public safety and emergency management. Lastly, VDEM asked VEMA members to help provide feedback on the new website once its launched.

The 1<sup>st</sup> VP (Will Flagler) and 2<sup>nd</sup> VP (Danielle Progen) welcomed the group and announced that they would save their information for various committee reports.

Under the Treasurer’s Report, Motion Robison/Progen to approve the following in a block:

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

Motions considered in a block passed unanimously.

Under the Secretary’s Report, Motion Dame/Guditus to approve the following in a block:

- a) to accept the VEMA Executive Board of Directors minutes from the May 26, 2021 meeting as previously distributed.
- b) to accept the following as members of VEMA since May 26, 2021:

- **INDIVIDUAL**

Member Name	Member Type	Effective Date	City
Alfred Mullins -- removed by Fairfax OEM	Individual	6/7/2021	Fairfax, VA
Ashley Morris -- removed by Fairfax OEM	Individual	6/7/2021	Fairfax, VA
Chase Suddith	Individual	6/7/2021	Fairfax, VA
David Eagle	Individual	6/11/2021	Williamsburg, VA
Eric Lasky	Individual	8/3/2021	Front Royal, VA
Jason W Burrow	Individual	7/20/2021	Mechanicsville, VA
John ONeal	Individual	8/4/2021	Fairfax, VA
Mark A Young	Individual	8/3/2021	Harrisonburg, VA
Mark Killgore	Individual	5/28/2021	Richmond, VA
Moriah Kitaeff	Individual	6/9/2021	Fairfax, VA
Rery Suarez	Individual	6/9/2021	Fairfax, VA
Robert F. Morrow	Individual	5/27/2021	Roanoke, VA
Sydney McKenna	Individual	5/27/2021	Arlington, VA
Timothy M. Brown	Individual	6/17/2021	Washington, DC

- **ORGANIZATIONAL**

Member Name	Member Type	Effective Date	City
Rappahannock Tribe	Organizational	5/28/2021	Indian Neck, VA
Tidewater Community College	Organizational	6/7/2021	Norfolk, VA

City of Hampton	Organizational	6/8/2021	Hampton, VA
Inova Health System	Organizational	6/11/2021	Fairfax, VA
Tactical Medical Solutions	Organizational	7/1/2021	Anderson, SC
City of Poquoson	Organizational	7/6/2021	Poquoson, VA

• **STUDENT**

Member Name	Member Type	Effective Date	City
Peter F. Hofman	Student	6/24/2021	Richmond, VA
Monica Plumb	Student	6/24/2021	Washington, DC

• **Affiliate**

Member Name	Member Type	Effective Date	City
BELFOR Property Restoration	Affiliate	7/1/2021	Chesapeake, VA
Emergency Disaster Services	Affiliate	7/12/2021	Lexington, KY
SERVPRO of Richmond, Chesterfield, Henrico and Tri-Cities, Plus	Affiliate	8/9/2021	Richmond, VA

Motions considered in a block passed unanimously.

Under the Executive Director's Report Bo Keeney presented an overview of association operations including finances, membership, conventions and communications. He highlighted the membership numbers: Affiliate 7, Honorary 42, Individual 250, Organizational 62 (208), State Agency 6 (42), Student 11, and Sustaining 154. He also highlighted the success of the virtual VEMS 2021 conference that saw record profits thanks to the sponsorships, attendance and assistance of VEMA members. He also noted that the FY 2021 has started off with a good start with increased communications, and member benefits.

Under Committee Reports the following were presented.

- a) Symposium Committee (Flagler)
  - a. Working on getting the committee composition secured for the 2022 year. Starting speaker solicitation in the near future and looking through the 2021 evaluations.
- b) Legislative Committee (Misner and Lawson)
  - a. Working with Hunton Andrews and Kurth during the special session. Committee keeps up monthly meetings with the legislative team and working towards strategies for the 2022 session which may include dedicated funding sources and educating legislators on the role of Emergency Managers.
- c) Audit Committee (Progen)
  - a. All association finances have been reviewed by the committee and appear to be in good financial condition.
- d) Constitution / By-Laws Committee (Fletcher)
  - a. No report
- e) Scholarship Committee (Ruppert)
  - a. No report
- f) Membership & Marketing Committee (Spach)
  - a. No Report
- g) Social Media (Sub-Membership Comm) (Crawford)
  - a. No Report
- h) Awards & Citations Committee (Hockett)
  - a. Starting cycle for 2022 awards soon.
- i) Certification Committee (Pruitt)
  - a. No report
- j) Nominations Committee (Foresman)
  - a. No report
- k) VEMA Representative for National Weather Services' Storm Ready Board (Foresman)
  - a. Requested to reach out to the NOAA office to see if VEMA can get a list of who's storm ready and who's up for renewal
- l) Professional Development (Ad-Hoc) (Myers)
  - a. No report
- m) Virginia Representative for EMS (Gelormine)
  - a. No meeting this past month with OEMS EM group
- n) Diversity, Equality and Inclusion (English)
  - a. New taskforce working currently to establish guiding principles and lay out the committee's direction before gathering additional committee members

Under Regional Committee Reports the following were presented.

- 1) Anthony McLean and Benjamin Ruppert - Region 1 (State EM) - No Report
- 2) Melissa Meador and Michael Guditus - Region 2 (State EM) – Fall Forum set sept. 30
- 3) Maribel Street and Paul Helmuth - Region 3 (State EM) – meetings moved to virtual format, region wide email distributed and looking at drone exercises
- 4) Stephen Owen & Melanie Fleenor -Region 4 (State EM)- No Updates
- 5) Sara Snowden & Willie Love - Region 5 (State EM) – Nov. 9 fall forum tentatively set. City managers got together to implement some of their own COVID protocols
- 6) Tim Duffer and Matt Tatum - Region 6 (State EM) – Steve Allen from Patrick County is retiring
- 7) Jeff Fletcher and Diane Hansen - Region 7 (State EM) – Some staffing vacancies

Under Caucus/Other Reports the following were presented

- 1) Institutions of Higher Education (Marinik) – Schools working on re-opening and COVID mitigation techniques
- 2) Student Representative (Vacant) – No Report
- 3) VOAD (Matthew Combee) – No Report
- 4) Business/Industry- (Dowler) – Spending time building out strategies to build out next years' worth of work and how the private sector and assist with VEMA activities
- 5) Federal Government - (Drauschak) – No Report
- 6) Military Affairs – (Reich) – No Report
- 7) VDEM – (Oblinsky) – Gave an update on the VDEM strategic plan development

Under New Business & Discussion Items

- a) Faith Based Caucuses
  - o Looking for volunteers who may be willing to head up a faith based caucus. The startup process for new caucuses is laid out in the VEMA constitution and bylaws.
- b) Healthcare Caucus
  - o Looking for volunteers who may be willing to head up a faith based caucus. The startup process for new caucuses is laid out in the VEMA constitution and bylaws. VDH may be dissolving their preparedness academy so VEMA can possibly look to pair with the healthcare caucus to fill this void.
- c) PEM – Allow candidates who've been involved in COVID response to renew PEM Certification by submitting a letter from a supervisor that they have been engaged in COVID and EM response and paying the appropriate fee
  - o No action at this time but keep under unfinished business. President Gelormine will meet with the certification committee to discuss pros and cons of extending dates.
- d) Membership and Marketing (Strategic Plan)
  - o The M&M committee will work to review their operation and strategic plan
- e) NPPGov Cooperative Purchasing Organization – No action taken
- f) Motion Gelormine/Progen to move \$10,000 from the VEMA General Fund to reserves to replenish some of the 2019-2020 monies used to get through the pandemic (\$10,000 will come from the extra profits from the 2021 VEMS Conference). Motion passed unanimously.
- g) VEMA webmail – It was decided by the group to stop using the VEMA webmail accounts effective immediately.

For the Good of the Order

- a) Student Representative Appointment – The group asked for recommendations for a possible student representative to the board.

There being no further business the meeting was adjourned at 11:27 am

Respectfully Submitted

Joe Dame  
VEMA Secretary