



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

1421 Johnston-Willis Drive
Richmond, VA 23235-4730
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www.odemsa.vaems.org

Regional Training Funds Committee

December 8, 2017, 09:00am to 1:00pm
Chair: Jay Gould NRP, VCU CTCCE
Vice Chair: Jeff McPhearson NRP, CHS

Members and Guests Present: Daniel Linkins, Thomas Nevetral, James Gould, Jeff McPhearson
Conference Line: Bobby Lester, Monty Dixon, Eddie Ferguson
ODEMSA Staff: Megan Young
Minutes Scribed by: Megan Young
Materials provided: Meeting agenda, Reference binder

| Topic/Subject | Discussion | Recommendations, Action/Follow-up; Responsible Person |
|---|--|--|
| Meeting Called to Order | Jay Gould called the meeting to order at 09:14am. Introductions were made, and it was determined there was a quorum. The minutes from the September meeting were reviewed, and unanimously approved. | Motion by: Bobby Lester to approve the September minutes and December Agenda Seconded by: Daniel Linkins Vote: Unanimously approved |
| Old Business: Submitted Merit Class Proposals Proposals 58-93, 102 | Jeff McPhearson submitted proposals 58-93, 102 and all proposals were approved with Jeff not participating in the vote. | Motion by: Thomas Nevetral to approve 58-93, 102 Seconded by: Eddie Ferguson |



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| <p>Proposals 39-48</p> | <p>Tom Nevetral submitted proposals 39-48 and all proposals were approved with Tom not participating in the vote.</p> | <p>Vote: unanimously approved Motion by: Jeff McPhearson to approve 39-48 Seconded by: Daniel Linkins Vote: unanimously approved</p> |
| <p>Proposals 34-38, 49-57, 94-101</p> | <p>Jay Gould submitted proposals 34-38, 49-57, 94-101 and all proposals were approved with Jay not participating in the vote.</p> | <p>Motion by: Tom Nevetral to approve 34-38, 49-57, 94-101 Seconded by: Daniel Linkins Vote: unanimously approved</p> |
| <p>Submitted CE Proposals</p> <p>Proposals 002-003</p> | <p>Jay Gould submitted one proposal for CE, 004 for Richmond City (760). CE proposal number was approved with Jay not participating in the vote.</p> | <p>Motion by: Jeff McPhearson to approve CE 004 Seconded by: Tom Nevetral Vote: unanimously approved</p> |
| <p>New Business:</p> <p>By-Law Amendment</p> | <p>The By-Law Amendment has been on the floor for more than thirty days and was approved by the committee. It was very minor content updates with the names of the agencies and schools being corrected.</p> | <p>Motion by: Jeff McPhearson to approve the By-Laws with amendments posted</p> |



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| <p>Questions on the Program</p> | <p>The committee asked if a few things could be considered for the auto submission for the bid proposals. A “verify that you have submitted” page after you submit the proposal, repopulate common input fields, if a portal page could be created where the bidder can see what that have requested. The new employee will start on Jan 3, 2018 and will be able to help Megan Young with the system and answering some of these questions. It was also asked if there could be online training instead of in person training on the bidding process, also with a quiz at the end.</p> <p>There was no further business from the floor.</p> | <p>Seconded by: Daniel Linkins Vote: unanimously approved</p> |
| <p>Next Meeting</p> | <p>January 19, 2018 at 9:00am</p> | |
| <p>Adjourn</p> | <p>The meeting adjourned at 9:50am.</p> | |