



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

7818 E. Parham Road, Suite 911
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www.odemsa.vaems.org

Old Dominion EMS Alliance
Board of Directors

June 17, 2020
7 p.m.

Board Members Present: Heidi Hooker, Allen Yee, M.D., Rodney Newton, Lisa Baber, Walt Bailey, Greg Neiman, Pier Ferguson, Cary Strosnider, Kathe Ware
Board Members Absent: Willoughby Hundley, M.D., Ray Mason, Robert Trimmer, Sean Moore,
ODEMSA Staff: Ryan Scarbrough, Lynette Eanes, Kathy Eubank, Tarsha Robinson
Other: Catina Downey
Minutes Scribed by: Heidi Hooker **Reviewed by:**

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Meeting Called to Order	The normal meeting arrangement for the June quarterly meeting was, once again, altered due to the Covid-19 Pandemic. Members met via a web conference system. The meeting was called to order at 7:00pm by Board President Rodney Newton. A quorum was determined. The Agenda was approved. The March meeting Minutes were approved. Rodney welcomed Kathe Ware to the Board. Kathe is the new Healthcare Representative for Crater Sub-Council. (00:00-03:50)	Motion by: Allen Yee to approve Agenda. Seconded by: Lisa Baber Vote: Unanimously approved Motion by: Lisa Baber to approve the March Meeting Minutes. Seconded by: Walt Bailey Vote: Unanimously approved
President Reports: Board President	Rodney reported the office has been busy with Covid-19 planning and PPE distribution. Rodney thanked ODEMSA staff for assisting member organizations with those projects. (03:51-04:25)	



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<p>A. PD-13</p> <p>B. PD-14</p> <p>C. PD-15</p> <p>D. PD-19</p>	<p>For Southside Council, Rodney reported they did meet virtually the month before however due to other commitments attendance was low. There were no action items. (04:26-04:37)</p> <p>Walt Bailey said South Central is in a rebuilding phase. They are compiling accurate agency information and distribution lists. They want to update their bylaws. Walt asked if there was direction as to when face-to-face meetings could resume. Heidi said to her knowledge, they can if the meeting location allows for safe distancing. Walt said they also still need to fill their Healthcare Representative and EMS Agency Representative positions. Walt thanked Heidi for assisting the agencies with their PPE needs. (04:38-07:02)</p> <p>No Report (07:03-07:26)</p> <p>Cary Strosnider reported Crater Council did meet via phone conference. Attendance was low, but a quorum was met. Cary said they are also in a rebuilding phase and the bylaws also need updated. He said Covid had thrown a wrench in their progress. Cary further introduced Kathe Ware, as she now represents Crater on the Board. Kathe is with Southside Regional in Petersburg. He thanked her for participating. (07:27-09:28)</p>	
<p>Advisory Board Report:</p>	<p>Pier reported the EMS Advisory Board did not meet in May and she was told they probably will not meet in August. (09:29-09:50)</p>	
<p>Executive Director Report:</p>	<p>Heidi reported they have been assisting agencies throughout the region with their PPE needs. She said they still have stock in the office for anyone who needs. Lynette has been reaching out to agencies to determine their needs. ODEMSA has completed two region-wide needs assessments since the Covid outbreak began. Heidi said ODEMSA was approved for a PPP loan. She, Catina and Rodney worked on that. She will detail that in the budget discussion. She said ODEMSA is currently helping two sister councils with building an app. Heidi said their interest in such a tool peaked when she reported to them ODEMSA's ability to send instant, real-time messages to providers regarding the riots and routes to hospitals that may be blocked. She said staff has been working hard on the awards program. She said Ryan produced a video to promote the program that is on the Facebook page. Heidi reached out to the</p>	



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	<p>members and requested they each consider nominating someone from their PD's for an award. She said, because of the ongoing pandemic, ODEMSA will probably not have a traditional award ceremony but we will have a ceremony. She ended by saying ODEMSA has been able to maintain our meeting schedules. Web and/or phone conferences have been working well, and have allowed staff to continue to get business done. She said the staff has maintained their workloads, and then some, throughout the lock-downs with very little interruption. The exception is CTS testing, which has been suspended. Heidi said the "House" section of the office has been built. She said she and her counterparts having been meeting weekly with OEMS staff to assure everyone is on the same page and to assist each other as needed. She said relations with OEMS have been very positive. Rodney requested staff start returning to the office on a modified schedule. Rodney said he has been attending the weekly meetings with the Council Directors and OEMS. He said communications between the two organizations is better than it's ever been. (09:51-18:22)</p>	
<p>Financial Discussion: A. Quarterly Financial Statement – Action Item B. Annual Budget – Action Item</p>	<p>The Quarterly Financial Statement, prepared by Catina Downey, was distributed prior to the meeting. Walt said he noticed there are three separate bank accounts. Rodney explained the Atlantic Union account is new, and was opened only to receive the PPP loan. With that explained a motion was made to approve the Report and passed with unanimously (18:23-21:00)</p> <p>A motion was made and passed to enter "Executive Session" so the Board could discuss the upcoming Annual Budget. Upon exiting the Executive session, Rodney asked if anyone wished to discuss the Annual Budget further. When no one did, a motion was made and passed to approve the Annual Budget. (21:01-27:21 executive session was not recorded)</p>	<p>Motion by: Walt Bailey to approve Quarterly Financial Report. Seconded by: Cary Strosnider Vote: Unanimously approved Motion by: Allen Yee to enter Executive Session for the purpose of discussing the Annual Budget. Seconded by: Walt Bailey Vote: Unanimously approved Motion by: Greg Neiman to approve the Annual Budget with recommendations made during the closed session.</p>



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		<p>Seconded by: Cary Strosnider Vote: Unanimously approved</p>
<p>Current Business: A. Officer Elections (Vice-President and Treasurer) B. FARC Nomination – Update C. Cares Act Funding D. Standing Committee Appointments</p>	<p>Rodney confirmed there are two officer vacancies, Vice-President and Treasurer. Rodney asked for nominations from the floor for the Vice President position. Dr. Yee nominated Walt who accepted. A vote was taken to place Walt Bailey as Vice President and passed with unanimous vote. Rodney then opened the floor for the Treasurer position. Greg Neiman nominated Cary Strosnider who accepted. A vote was taken to place Cary Strosnider as the Treasurer and passed with unanimous vote. (27:22-30:28)</p> <p>Heidi informed members that when OEMS requested we nominate three candidates for the FARC Committee, with them eventually choosing Robert Trimmer, they were wrong. It was not ODEMSA’s turn in the rotation. OEMS apologized for having us go through the process. Robert will not be on the FARC Committee at this time. (30:29-31:40)</p> <p>The Cares Act funding was discussed during Executive Session when discussing the budget. Rodney asked, but there were none that requested further discussion. (31:42-31:49)</p> <p>Rodney explained the ODEMSA Bylaws names three committees (1) Nominating Committee (2) Personnel Committee (3) Budget and Finance Committee. The last two have not been active. Rodney wished to re-active the committees to assist with operations. He appointed Lisa Baber to Chair the Personnel Committee with Greg Neiman and Pier Ferguson. Rodney said the Bylaws are specific as to who serves on the Budget and Finance Committee. The Vice-President is the Chair of the committee, Walt Bailey. The Secretary is a member, Sean Moore. Also the Treasurer, Cary Strosnider. The Executive Director, Heidi Hooker. Finally two additional BOD Members Bobby Trimmer and Kathe Ware. Walt Bailey requested we resume the Bylaw workgroup. Heidi said she would research who the members were and get back with Walt. (31:50-35:52)</p>	<p>Walt Bailey will be the ODEMSA Vice-President and Cary Strosnider will be the ODEMSA Treasurer</p> <p>Lisa Baber will Chair the Personnel Committee with members Greg Neiman and Pier Ferguson.</p> <p>Walt Bailey will Chair the Budget and Finance Committee with Sean Moore, Cary Strosnider, Heidi Hooker, Bobby Trimmer and Kathe Ware.</p> <p>The Bylaw workgroup must resume.</p>



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<p>New Business:</p> <p>A. Regional Protocols – Action Item</p> <p>B. Diversion Plan – Action Item</p> <p>C. Regional Drug Box/Restocking Policies – Action Item</p>	<p>Heidi said no changes have been made via committee to any of the deliverable documents since the BOD last voted on them. Dr. Yee reminded members the protocols get updated throughout the year, as needed. A motion was made to accept all three documents, the Protocols, Diversion Plan and the Medication and Restocking Policies. The motion passed with unanimous vote. (35:53-37:54)</p>	<p>Motion by: Allen Yee to approve the Regional Protocols, Diversion Plan and the Regional Drug Box and Restocking Policies Seconded by: Walt Bailey Vote: Unanimously approved</p>
<p>Business from the Floor:</p>	<p>There was no business from the floor. (37:55-38:48)</p>	
<p>Next Meeting</p>	<p>September 16, 2020 (Location – TBD)</p>	
<p>Adjourn</p>	<p>The meeting was adjourned at 8:47pm</p>	