



**OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.**

7818 E. Parham Road, Suite 911  
Richmond, VA 23294  
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www.odemsa.vaems.org

**Old Dominion EMS Alliance**  
**Board of Directors**

March 20, 2024  
7 p.m.

**Board Members Present:** Heidi Hooker, Lisa Baber, Greg Neiman, Cary Strosnider, Rodney Newton, Walt Bailey, John Vasquez, Robert Trimmer, Pier Ferguson, Jimmy Lee Pair, Joelle Cramer

**Board Members Absent:** John Fallen, Allen Yee, M.D., Kathe Ware, Willoughby Hundley, M.D.,

**ODEMSA Staff:** Ryan Scarbrough, David Calkins

**Other:** Catina Downey, CPA, Chris Vernovai, Elaine Ragland, CPA

**Minutes Scribed by:** Heidi Hooker **Reviewed by:** Greg Neiman

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
<b>Meeting Called to Order</b>	The quarterly meeting was called to order at 7:00pm by Board Vice-President Walt Bailey. The meeting format was virtual. A quorum was determined. The Agenda was approved. The December quarterly meeting Minutes were approved.	Meeting Agenda- Approved  December Meeting Minutes- Approved
<b>President Reports:</b> A. <b>Board President</b>  B. <b>PD-13</b>	Vice-President Walt Bailey, per Bylaws, began assuming the President duties, after the resignation of President Rodney Newton in February. Rodney Newton- Rodney retired his position as the Southside Sub-Council President during the Southside meeting. Taking Rodney's place as president will be Bert Martin. Further, Joelle Cramer was elected to replace Jean Dellinger as the Prehospital Representative. Rodney was formally recognized for his service to the Southside Sub-Council and to the ODEMSA Board of Directors.	Rodney Newton was recognized for his service to the ODEMSA Board of Directors



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<p>C. <b>PD-14</b></p> <p>D. <b>PD-15</b></p> <p>E. <b>PD-19</b></p>	<p>He was presented a citation for his service.</p> <p>Walt Bailey- Walt gave an update on HB2175 and collaborative efforts that are occurring to make it successful.</p> <p>Robert Trimmer- Highlighted the success of the Central Virginia EMS Expo and a two-day cadaver lab held at Brightpoint Community College which was well-attended and drew participants from outside the metro area.</p> <p>Cary Strosnider- Cary said the Crater Council did not meet due to inclement weather. Members were not able to meet virtually, as they were busy working weather related emergencies.</p>	
<p><b>Advisory Board Report:</b></p>	<p>Pier Ferguson reported on recent personnel changes at the Office of EMS. OEMS has restructured their hierarchy. Rachel Stradling, the VDH Assistant Deputy Commissioner, Population Health and Preparedness is now the Interim OEMS Director. Further, Karen Owens, Scott Winston and Cam Crittenden are now OEMS Deputy Directors. Pier said a presentation was made to the Advisory Board</p>	
<p><b>Executive Director Report:</b></p>	<p>Heidi reported that the team from Fitch and Associates came to the ODEMSEA office and met with the staff and stakeholders. She said this was an initial meeting, with the purpose to introduce ODEMSEA to the Fitch team. Fitch and Associate will be back for a more thorough visit. Heidi said that prior to the OEMS restructure ODEMSEA reported to Tim Perkins. ODEMSEA will now report to Karen Owens. Heidi said that Karen had reached out to her and all of the Council Directors. A weekly meeting is scheduled, which Heidi said is welcome and will go a long ways in assuring communication is good. Heidi said that Ryan has opened the Regional EMS Award nominations for FY2024. All information is on the ODEMSEA website. ODEMSEA will host an OEMS Educator update on August 9. ODEMSEA will soon begin our annual agency updates. Heidi thanked the Executive Board and Personnel Committee for assisting with a personnel matter. She announced that Steve Parrott was no longer the CVHC Regional Healthcare Coordinator and said that David Calkins will cover the Healthcare</p>	



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	<p>Coordinator duties, in the interim, until the position is filled. Heidi reported that Nationwide has informed her that they will not cover the Marc 1 Kit incident. Heidi said she plans to switch insurance carrier as a result. Heidi said that ODEMSA has been experiencing significant issues with our payroll provider ADP and specifically the retirement provider they use, American Century. As a result, payments sent to American Century were not posting to employee accounts. Because of the ongoing issues, Catina and Heidi recommended the Board approve a switch to Dominion Payroll. The Board approved the switch to Dominion Payroll. Further, even though retirement payments were not late as they're not due till April, Heidi asked if the Board would approve a one-time payment to employee's retirement accounts. She said that, normally, the funds are placed in their accounts monthly, and even though there is no legal requirement to calculate possible loss income, she believed it would be a show of good faith to place an amount in the accounts. Catina and Elaine Ragland, ODEMSA's independent auditor, agreed on a formula. The Board approved the request.</p>	<p>Board approved switching insurance carrier from Nationwide to another reputable carrier.</p> <p>Board approved the moving payroll provider from ADP to Dominion Payroll</p> <p>Board approved a one-time "good faith payment" to employee retirement accounts as a result of American Century not posting. The formula is determined by ODEMSA's accountant Catina Downey</p>
<p><b>OEMS Report: Chris Vernovai</b></p>	<p>Chris Vernovai said that much of what he was going to report on had already been discussed. He added that a new org chart has been established by the team at Fitch and Associates that allows for better communication and work flow amongst OEMS staff. He said the changes are temporary and could change further based on feedback and observations made by Fitch.</p>	
<p><b>CVHC Report: David Calkins</b></p>	<p>David introduced himself to the Board. Members thanked him for stepping up to do the Regional Healthcare Coordinator duties in the interim until the position is filled. David gave a brief update on activities at the CVHC.</p>	
<p><b>Financial Discussion:</b>  <b>A. Quarterly Financial Statement – Action Item</b>   <b>B. Annual Financial Report (Audit)</b></p>	<p>Catina distributed the Quarterly Financial Report prior to the meeting. There were no questions regarding the report. The report was approved.</p> <p>Elaine Ragland gave a report regarding the Annual Audit. She highlighted a need for more frequent reconciliations of assets between Catina and Ryan. Elaine proposed the idea of hiring a grant writer, suggesting this could be done on a contract basis. However, there were no major issues found with</p>	<p><b>ODEMSA Quarterly Financial Report was approved</b></p> <p><b>The Annual Audit was Approved</b></p>



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	the audit. Staff was cooperative and gave Elaine everything that she needed to perform the audit.	
<b>Current Business:</b> <b>A. OEMS Budget Investigation</b>  <b>B. Drug Box Program</b>	<p>The OEMS budget issue updates were discussed during the EMS Advisory Board Report, Executive Director’s Report and OEMS report. There was no more to discuss.</p> <p>A lengthy discussion was held regarding the Regional Drug Box Program. Heidi said staff are working closely with a state established workgroup, the ODEMSEA Pharmacy Committee and the other Regional EMS Councils. Heidi said ODEMSEA’s Vizient contract may be utilized to assist agencies with the cost of purchasing medications and other supplies. She said the workgroup is developing toolkits to assist agencies. Heidi will check with the region’s pharmacist to ask if the medications can remain in the boxes if ODEMSEA surrenders the drug boxes to the agencies.</p>	
<b>New Business:</b> <b>A. Citation for Rodney Newton</b>  <b>B. BOD Election – Vacant President Position - Action Item</b>  <b>C. Stroke Triage Plan – Action Item</b>  <b>D. STEMI Plan – Action Item</b>  <b>E. EMS Plan – Action Item</b>	<p>Early in the meeting, Rodney Newton was presented with a Citation commending him for his many years of service to the organization.</p> <p>Nominations were taken from the floor for the position of Board President. Walt Bailey was elected President of the Board. Since Walt was the Vice-President that position became open so nomination were taken from the floor for the position of Board Vice-President. Lisa Baber was elected Vice-President of the Board.</p> <p>The Stroke Triage Plan was approved by unanimous vote.      The STEMI Plan was approved by unanimous vote.      The Regional EMS Plan was approved by unanimous vote.      The MCI Plan was approved by unanimous vote.</p>	<p>Walt Bailey was elected President of the Board</p> <p>Lisa Baber was elected Vice-President of the Board</p> <p>Board approved the-      --Stroke Triage Plan      --STEMI Plan      --Regional EMS Plan      --MCI Plan</p>



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<b>F. MCI Plan – Action Item</b>		
<b>Business from Floor</b>	No business from the floor	
<b>Next Meeting</b>	June 26, 2024 (Location – Virtual – Web-Conference)	
<b>Adjourn</b>	The meeting was adjourned at 8:13pm	