

Southwest Virginia EMS Council, Inc.
Board of Directors Meeting
 SWVEMS Council Office, Bristol, VA
 December 15, 2016 6:30 PM

Members Present:		Staff:	Others:
Jimmy Snodgrass		Bryan Kimberlin	Hannah Long
Delilah McFadden		Gregory Woods	Wanda Carter
Maxie Skeen			Dr. Michael Fleenor
Roger Burke			
Tim Estes, Sr.			
Dr. Mike Armstrong			
Carla Gunter			

Topic/Subject	Discussion	Recommendations, Actions/Follow-up; Responsible Person
Call to Order:	The meeting of the Southwest Virginia EMS Council Board of Directors was called to order at 6:30 p.m. by President Delilah McFadden. A quorum was present. Introductions were held for the benefit of those calling in.	
Approval of December 15, 2016 - Meeting Agenda	A motion was made by Ron Passmore and seconded by Roger Burke to approve the meeting agenda as presented. The motion carried.	
Approval of September 15, 2016- Meeting Minutes:	A motion was made by Tim Estes and seconded by Maxie Skeen to approve the September meeting minutes as presented. The motion carried. A motion was made by Tim Estes and seconded by Maxie Skeen to approve the December 2015 meeting minutes. The motion carried.	

<p>Approval of Financial Statements:</p>	<p>A motion was made by Ron Passmore and seconded by Jimmy Snodgrass to approve the financial statement as presented. The motion carried.</p>	
<p>Board Reports and Actions:</p> <p>President and Executive Officers:</p> <p>Executive Director – Gregory Woods:</p> <p>Regional Medical Director</p> <p>EMS Advisory Board Rep—Ron Passmore</p> <p>Program Representatives Report</p> <p>Medical Reserve Corp</p>	<p>Maxie Skeen noted that she feels staff should be given a small bonus since there have been no pay increases. Tim Estes made a motion to approve \$1,800 to be disbursed for Christmas bonuses as deemed appropriate by the Executive Director. Maxie Skeen seconded the motion. The motion was approved. Delilah McFadden abstained from voting.</p> <p>Executive Director Greg Woods presented the current activity report related to current work and contract deliverables.</p> <p>Dr. Phillips was unable to attend. Woods noted that medical direction agreements need to be renewed. A motion was made by Freda Ayers and seconded by Roger Burke to renew the contracts with Dr. Paul A. Phillips and Dr. Norman Rexrode to serve as our regional OMDs.</p> <p>Ron Passmore noted that he is scheduled to attend the TCC meeting in January and multiple meetings in February.</p> <p>No report.</p> <p>Woods noted that our appointment is still vacant. Maxie Skeen noted that she may be interested in serving depending on the meeting schedule.</p>	

Unfinished Business	Greg Woods discussed the RSAF Grant Requests.	
New Business:	<p>Woods noted that because the audit has not been completed, extensions for related items (audit and annual report) have been requested. A motion was made by Jimmy Snodgrass and seconded by Roger Burke to approve the extension request.</p> <p>Woods reviewed the Continuity of Operations Plan. The plan has been reviewed by the EP&P Committee. Staff have also made minor recommendations regarding changes. A motion was made by Jimmy Snodgrass and seconded by Roger Burke to approved the plan as presented with noted changes. The motion carried.</p> <p>The floor was opened for discussion of regional policies and procedures. There were not recommended changes.</p>	
Public Comment:	<p>Wanda Carter noted that she has completed practical testing for EMS.</p> <p>Dr. Fleenor stated that he has been out of the field for a while and is glad to be back.</p>	
Next Meeting Dates and Adjournment:	<p>The next meeting will be held on March 16, 2017, at the Council office beginning at 6:30 p.m.</p> <p>There being no further business, the meeting was adjourned at 7:12 p.m.</p>	

Respectfully submitted by:

Gregory Woods

12/15/2016

Gregory Woods

Date

Approved: June 29, 2017