

*Southwest Virginia EMS Council, Inc.*  
**Emergency Planning and Preparedness Committee**  
**Southwest Virginia EMS Council**  
**06/28/2018**  
**3:00pm**

Members Present:	Members Absent:	Staff:	Others:
MJ Francisco Theresa Varble Delilah McFadden		Gary Whiteaker	

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
<b>Call to Order</b>	Meeting was called to order by Delilah Long at approximately 3:07pm	<b>Delilah Long</b>
<b>Welcome &amp; Introductions</b>	All committee members were introduced and thanked for their participation in the afternoon meeting.	<b>Gary Whiteaker</b>
<b>Approval of draft minutes dated</b>	The minutes were approved as distributed.	<b>Motion by Varble, 2<sup>nd</sup> by Francisco to accept.</b>
<b>Reports:</b>	As noted there was an unusually small number of attendees, making sub-committee reports limited. Theresa reported for local government EMA that flooding so far this year had been minimal and was in-check. Delilah reported for VDH that communications system testing had been done with Richmond, including satellite zones, and with community hospitals successfully. MJ. reported for HCSB that things had been business as usual for the board and that they had been continually training as appropriate. There were no other reports.	• <b>Delilah McFadden</b> <b>Theresa Varble</b> <b>MJ Francisco</b>
<b>Old Business</b>	There was no old business noted; however, Gary asked that committee members review the Regional Diversion plan and provide any feedback that they might have	<b>Gary Whiteaker</b>
<b>New Business</b>	There was no new business at this time.	
<b>Next Meeting &amp; Work Session</b>	TBA	<b>Next meeting will be emailed out after discussion on best available date.</b>
<b>Adjournment</b>	The meeting adjourned at approximately 3:35pm by group consensus.	<b>Motion by Francisco, 2<sup>nd</sup> by Varble to adjourn.</b>

Respectfully submitted by:

**Gary Whiteaker, Field Coordinator**

**06/28/2018**

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NAME OF SUBMITTER

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Date

Approved: 09/26/2018