

Southwest Virginia EMS Council, Inc.  
**Board of Directors Meeting**  
 SWVEMS Council Office, Bristol, VA  
 June 27, 2019—6:30 PM

Members Present:		Staff:	Others:
Freda Ayers	Maxie Skeen	Gregory Woods	Buddy Cash
Michael Armstrong	Steve Wallace		
John Bolling			
Roger Burke			
Dr. Sue Cantrell (phone)			
Bobby Cassell (phone)			
Cody Jackson			
Theresa Kingsley-Varble			
Todd Lagow (phone)			
Delilah McFadden			
Anita Perry (phone)			

Topic/Subject	Discussion	Recommendations, Actions/Follow-up; Responsible Person
<b>Call to Order:</b>	The meeting of the Southwest Virginia EMS Council Board of Directors was called to order at 6:40 p.m. by JC Bolling, President. A quorum was present. Introductions were held for the benefit of those calling in.	
<b>Approval of June 27, 2019 - Meeting Agenda</b>	A motion was made by Roger Burke and seconded by Cody Jackson to approve the meeting agenda as presented. The motion carried.	
<b>Approval of March 21, 2019- Meeting Minutes:</b>	Meeting minutes were distributed prior to the meeting. The floor was opened for corrections, additions, or deletions. A motion	

	<p>was made by Mike Armstrong and seconded by Theresa Kingsley-Varble to approve the March 21, 2019, meeting minutes. The motion carried</p>	
<p><b>Approval of Financial Statements:</b></p>	<p>Financial statements were distributed prior to the meeting. A motion was made by Cody Jackson and seconded by Mike Armstrong to approve the statement as presented. The motion carried.</p>	
<p><b>Board Reports and Actions:</b></p> <p><b>President and Executive Officers:</b></p>	<p>President JC Bolling provided a report on his activities related to his service as the region's representative on the EMS Advisory Board and the Financial Assistance Review Committee. Bolling attending committee meetings May 1-3 in Richmond. In addition, the EMS Advisory Board met on May 3 in Richmond.</p> <p>Bolling attended meetings of the Financial Assistance Review Committee on June 6-7. He updated the Board on the number of requests and available funding and noted that awards would be announced the beginning of July. He also attended a grant writing workshop held at the Council office on June 18, 2019, conducted by Luke Parker with the Office of EMS. Parker noted that this workshop had the highest attendance of any conducted so far.</p> <p>Bolling noted that the By-Laws Committee met on June 14. Recommendations were distributed for consideration of approval at our September meeting. Cody Jackson</p>	

<p><b>Executive Director-Gregory Woods</b></p>	<p>questioned whether some of the committees should be removed as proposed. Executive Director Woods noted that the intent was not to eliminate that work; however, all standing committees are required to meet quarterly per OEMS contract guidelines. These would be transitioned to task forces or workgroups, which would provide flexibility in meeting scheduling.</p> <p>Bolling reported that pursuant to the Board's direction to obtain as much information about ongoing activities related to regional council structure, he and Executive Director Woods have had several meetings with colleagues from across the state. He also attended the Western Virginia EMS Council awards banquet. Members of Western Virginia and Rappahannock EMS attended the Council's awards picnic. There are ongoing discussions to build partnership and collaboration.</p> <p>Executive Director Greg Woods presented the current activity report that had been distributed via email. Woods noted that third quarter deliverables were completed; however, OEMS reportedly did not receive the invoice through Quickbooks, and payment has been delayed. OEMS noted they cannot process the new invoice until July 1. As outlined in his report, fourth quarter deliverables are on track for completion.</p> <p>Woods updated the Board on the status of CE training. OEMS plans to hire staff to teach</p>	<p><b>By-Law revisions to be voted on at the September meeting.</b></p> <p><b>Ongoing discussion will be held and reported back to the Board.</b></p>
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<p><b>B. Regional Protocols</b></p> <p><b>C. Medication Restocking/Kit Exchange Plan</b></p> <p><b>D. Hospital Diversion Plan</b></p>	<p>Armstrong to approve the budget as presented. The motion carried.</p> <p>Woods noted that the protocols had been previously approved by the medical direction committee; however, minor changes had been approved including replacing promethazine.</p> <p>The plan had been presented for review. Minor changes, including updates to medication lists and participation agreements were approved by MDC. A motion was made by Maxie Skeen and seconded by Cody Jackson to approve the plan as presented. The motion carried.</p> <p>The Hospital Diversion Plan was presented for review by Executive Director Woods. He noted that there were some updates necessary due to notification policies. The plan was reviewed by the Emergency Planning and Preparedness Committee and distributed to healthcare facilities for review. No comments were received. A motion was made by Michael Armstrong and seconded by Delilah McFadden to approve the plan as presented. The motion carried.</p>	
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<b>Public Comment:</b>	<p>Bobby Cassell indicated his pleasure at serving on the Board and noted the work is very important.</p> <p>Woods noted that Maggie Haynes has been accepted to Pharmacy School and will be resigning from the Council in the fall.</p>	
<b>Next Meeting Dates and Adjournment:</b>	<p>There being no further business, the meeting adjourned at 7:31 pm. The next meeting is scheduled for September 19, 2019.</p>	

Respectfully submitted by:

*Gregory L. Woods*

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Gregory Woods

07/12/2019

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Date

Approved: \_\_\_\_\_