

TIDEWATER EMERGENCY MEDICAL SERVICES COUNCIL, INC.

Executive Committee Minutes

May 23, 2019

Attendance:

Stewart Martin, Chair
Genemarie McGee, Vice-Chair
David Long, Secretary
Janice McKay
Jeffrey Meyer
Jeff Terwilliger

Absent:

Thom Schwalenberg, Treasurer
Daniel Norville

1. Review the FY20 budget (prepared by the Audit & Finance Committee) – presented the FY20 budget. Following review, a **motion** was made, seconded and passed to present the budget to the Board of Directors and the next regularly scheduled meeting.
2. VHHA-TEMS FY20 contract – the Executive Director advised the Executive Committee that TEMS had not received an FY20 contract proposal from VHHA. The director had been in touch with the VDH State Hospital Coordinator, Patrick Ashley and he advised VHD and VHHA were still working through some contract revisions.
3. TEMS Staff Handbook revision(s) – the Executive Director advised that the TEMS Staff Handbook had not been reviewed since 20112 and with the number of labor laws, a review was necessary. SESCO, the regional council’s HR contractor has begun review. A proposed TEMS Staff Handbook will be presented during the September 2019 Board of Director’s meeting.
4. TEMS Awards Program recommendation FY20 – the Executive Director proposed a change in venue for the TEMS FY20 Awards Program. Specifically, the director commented on the declining attendance at Harbor Park and lack of formal recognition of award recipients. The director proposed combining the TEMS Awards Program with the Tidewater EMS Expo during a Friday night dinner. This would allow for a more formal awards program and semi-formal attire. A **motion** was made, seconded and passed to move the TEMS Awards Program to the Tidewater EMS Expo.
5. TEMS Office Closing – July 5, 2019 – the Executive Director advised he had received an email communication from the Virginia Office of EMS regarding the Governor’s decision to designate July 5th as a state holiday. The email communication requires regional councils to report whether they will be opened or closed on July 5th. A **motion** was made, seconded and passed to close the TEMS offices on July 5th.
6. Virginia Office of EMS – the Executive Director advised that the relationship with the Office of EMS is at a new low. The relationship with the regional councils has grown contentious and no longer seeks cooperation and collaboration. The most recent example is the Training MOU to provide Category 1 CE in the respective council regions. OEMS advised they were canceling the contract, effective June 30, 2019. OEMS proposed hiring one FTE per planning district and detailed the parameters of employment and work performance. When the regional directors attempted to ask clarifying questions, a swift and unprovoked response from Adam Harrell stated that the offer had been rescinded. The regional directors were informed that the OEMS would be

hiring CE instructors via state contract and manage their work. It was also pointed out that the instructors do not work for the regional councils and have no reporting responsibility. This will negatively impact all EMS agencies in the Tidewater region. The regional directors were informed that the Northern Virginia Fire Chiefs Association had sent a letter directly to Gary Brown and had set up a meeting to discuss this action. Similarly, the Hampton Roads Fire Chiefs expressed an intent to do the same. The impact of this OEMS action results in a loss of \$29,000 to TEMS to serve as the administrator of the Training MOU. The Executive Committee advised to continue to monitor the situation and provide updates as information becomes available.

7. Transfer of money from Money Market Fund – the Executive Director discussed concerns about slow payment from VDH and VHHA. TEMS has over \$250,000 of outstanding reimbursement. There may be a need to pull funds from the Money Market and return once reimbursements are made. A **motion** was made, seconded and passed to transfer \$50,000 as needed.
8. Unfinished/new business

Adjourn

Minutes prepared by David Long