

TIDEWATER EMERGENCY MEDICAL SERVICES COUNCIL, INC.

Executive Committee Minutes

June 11, 2020

Attendance:

Stewart Martin, Chair
Genemarie McGee, Vice-Chair
David Long, Secretary
Janice McKay
Jeffrey Meyer
Daniel Norville

Absent:

Thom Schwalenberg, Treasurer
Todd Lewis

1. Review the FY21 budget (prepared by the Audit & Finance Committee) – presented the FY21 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 FY21 contract – the Executive Director advised the Executive Committee that TEMS had not received an FY21 contract proposal from VHHA. The director had been in touch with the VDH State Hospital Coordinator, Morris Reece and he advised VHD and VHHA were still working through some contract revisions.
3. TEMS Awards Program recommendation FY20 – due to the impact of COVID-19, the application deadline for the TEMS Awards Program was extended to June 28, 2020. The regional awards must be submitted to the Office of EMS no later than close of business on July 31, 2020.
4. Virginia Office of EMS FY21 Contract– the Executive Director advised the Executive Committee that TEMS had not received an FY21 contract proposal from OEMS. OEMS shared during a conference call with the Regional Directors Group that contracts had been reviewed and would be receiving a five percent increase in the FY21 contract.
5. COVID-19 and the Payroll Protection Program – the Executive Director advised the Executive Committee of the COVID-19 impact on the TEMS organization and its affiliate programs. TEMS supplied PPE to EMS agencies, established weekly conference calls with the Operational Medical Directors, Medical Operations Committee, and the Commercial EMS Committee. Additionally, TEMS produced a COVID-19 page on the website to provide resource documents, such as the employee screening checklist and the COVID-19 protocol. TEMS also qualified for the CARES Act – Payroll Protection Program. TEMS applied through Towne Bank with the assistance of our contract bookkeeper and office manager. TEMS received a loan for \$142,900.
6. TEMS Building Upgrades – TEMS has continued to work on the “recommendations” provided by the contractor when we purchased the building. TEMS has upgraded/remodeled all of the bathrooms in the building (includes new flooring and toilets and three vanities). In Suite 201, upgraded the kitchenette and storage areas. Lastly, one AC unit failed in Suite 103; consequently, the AC unit and the heater were replaced. The building upgrades that still need to be completed are: replacement windows, carpeting in Suite 101, 102, and 103, one AC unit, and roof replacement.
7. Unfinished/new business

AdjournMinutes prepared by David Long