

TIDEWATER EMERGENCY MEDICAL SERVICES COUNCIL, INC.

Board of Directors
MINUTES, June 11, 2020

Directors Present

Stewart W. Martin, MD, President, Virginia Beach
Thomas E. Schwalenberg, Treasurer, Virginia Beach
Pat Humphries, Isle of Wight
John DiBacco, Norfolk
Darren Padilla, Chesapeake
Donna Marchant-Roof, Virginia Beach
Edward M. Brazle, Virginia Beach
Genemarie McGee, RN, Vice Pres., VHHA
Janice E. McKay, RN, Tidewater ENA
John W. McNulty, III, Chesapeake
Hollye B. Carpenter, Northampton Co.
Jason Lewis, Virginia Beach
Jeffrey J. Meyer, Portsmouth
Daniel A. Norville, At-Large

Directors Absent

Christopher I. Jacobs, JD, Virginia Beach
Dennis J. Keane, Special Operations
W. Travis Kirby, PA-C, EVMS
Charles Ray Pruitt, Accomack Co.
Paul S. Kea, Southampton Co.
Robert G. Burton, Norfolk
Michael Brooks, Norfolk
Lewis Siegel, MD, VaCEP
James B. Spicer, Suffolk

Others Present

David Long, Executive Director and Secretary

1. Opening – Dr. Martin called the “virtual” meeting to order at 6:05 pm. Directors introduced themselves. A **motion** was made, seconded and passed to approve the Board of Directors meeting minutes of 3-12-2020 as distributed.
2. Treasurer's Report – Mr. Schwalenberg provided an overview of financial statements and investment accounts and commented TEMS was in good fiscal shape in spite of the economic impact of COVID-19.
3. Other Committee Reports – none.
4. Consent Agenda – Dr. Martin asked if any director would like to remove any item from the consent agenda for separate discussion and vote. There were no requests, and a **motion** was made, seconded and passed to approve the items on the consent agenda as presented below:
 - A. Reaffirm “Board Designated” funds: Kent J. Weber Fund Advisory Board, MMRS fund, Tidewater Regional Technical Rescue Team fund, Eastern Shore fund, and Hospital Preparedness Program fund
 - B. Acknowledge OMD Committee approval of the current regional EMS protocols and appendices, including Ambulance Diversion Plan (Hospital Closure Policy), Supplies Restocking Policy and Medication Kit Exchange Policy (no changes)
5. Other Unfinished and New Business
 - A. Consider TEMS FY21 Regional Medical Director Contract/Assistant Regional Medical Director Contract- a **motion** was made, seconded to accept the revisions to the FY21 Regional Medical Director’s Contract, which included contract increases to \$5,000/\$1,000 respectively. Vote passed to approve the TEMS FY21 contract.
 - B. FY21 TEMS-VDH EMS Program Services Contract MOU 517 18 M045 (pending, income total same as FY20, \$356,435) - a **motion** was made, seconded and passed to approve receiving the FY21 EMS Program Services Contract.
 - C. Consider FY21 local government financial support requests (increase to 6% of the amount localities receive from the EMS Return to Localities funding) - a **motion** was made, seconded and passed to approve FY21 local government funding.
 - D. Consider TEMS FY21 Operating Budget as prepared by Audit and Finance Committee, recommended by Executive Committee - a **motion** was made, seconded and passed to approve the TEMS FY21 Operating Budget prepared by the Audit and Finance Committee and recommended by the TEMS Executive Committee.

- E. COVID-19 impact – TEMS was eligible and applied for a small business loan from the CARES-Act's Payroll Protection Program. With the assistance of Towne Bank, our contract bookkeeper, and office manager, we successfully secured the loan totaling \$142,900. Additionally, TEMS qualified for and applied to FEMA's Public Assistance Program to recover 75% of the costs associated with our response to COVID-19. Through the HRMMRS program, TEMS was able to secure a variety of PPE to supplement many of our local EMS agencies in their response to COVID-19.
6. Governance – Jeff Meyer advised that the Governance committee has not met since March 10, 2020. He discussed the four core strategy areas of the TEMS Strategic Regional EMS Plan, 2018-2021. Specifically, he mentioned that the Board would need to begin planning for the triennial review of the plan.
 - A. Core Strategy 1: Strengthen Partnerships
 - B. Core Strategy 2: Strengthen Infrastructure
 - C. Core Strategy 3: Strengthen Education & Training
 - D. Core Strategy 4: Strengthen Medical Direction; Utilize Outcome Data, Research and Performance Improvement to Improve Patient Care
7. Announcements – other dates, news and training on www.tidewaterems.org
 - Sign up for email Response news www.tidewaterems.org/listserv
8. Adjournment – With no additional business, Dr. Martin adjourned the meeting. The next meeting is scheduled for Thursday September 10, 2020.

Minutes prepared by David Long