

**WESTERN VIRGINIA EMERGENCY MEDICAL SERVICES COUNCIL
EXECUTIVE COMMITTEE**

DRAFT MEETING MINUTES

DATE: December 12, 2019

LOCATION: Salem Civic Center

Members Present

Steve Simon, President
Mike Jefferson, Vice President
Joe Coyle, Treasurer
Valerie Tweedie, 4th PD At-large
Jason Ferguson, Secretary
Matt Rickman, 5th PD At-large
Kristopher Shrader, 12th PD At-large
Rob Logan, Executive Director

Staff Present

Cathy Cockrell, Education Program Director

Guests Present

Charles Lane, MD, Regional Medical Director

TO ORDER

President Steve Simon called this regular meeting of the Executive Committee to order at 1:30 PM.

Strategic Planning - President Simon reported on the meeting on October 23 with officials from OEMS and the Southwest Virginia EMS Council. The meeting was very productive. OEMS is supportive of our proposal to merge or in some way combine with the Southwest Virginia EMS Council. Gary Brown, OEMS Director, expressed his support to do whatever he could to assist, and made it clear that it was the position of OEMS to support the measure. The steering committee appointed at the last board meeting will meet and bring a recommendation back to the board at its March meeting.

Protocol Revisions - President Simon reported on a conversation he recently had with Dr. Lane (Regional Medical Director) concerning the protocol project, and the need to move ahead with the next revision in a different manner. There is a demonstrated advantage to include at least two providers from each planning district on the protocol steering committee going forward. Also, there should be representation from the executive committee at initial meetings of the protocol steering committee. It was suggested that Matt Rickman and Joy Coyle be considered. It is expected that development of the next version will begin within the coming two or three months. A new vendor for the mobile app will be sought.

403(b) Thrift Plan Amendment – The executive director explained this item to the EC. Federal regulations require that we restate our 403(b) plan documents by March 31, 2010. The new prototype plan reflects changes made by the IRS.

The requirement is that we adopt and sign the new draft document on the same day.

COOP Revision – The executive director reviewed proposed changes to the WVEMS COOP. The management team reviewed our COOP and recommended several revisions.

Annual Report – The FY2019 Annual Report was distributed to the EC.

Board Appointees – The executive director reported that there were no elected positions up for re-election this year. The appointed seats are as follows:

Botetourt County – reappointed Jason Ferguson
Salem City – Reappointed Matt Rickman
Covington City – Reappointed Dwaine Paxton
Floyd County – Reappointed Ford Wirt
Pittsylvania County – Appointed Chris Slem
Pulaski County – awaiting reappointment of Joe Trigg
Radford City – Reappointed Rodney Haywood

Other Matters - There was no further business for the executive committee.

Being no further business, the meeting was adjourned at 2:10 PM.

/s Robert Logan, Executive Director



Attendance Roster

Meeting Title: Western Virginia Emergency Medical Services Council / Executive Committee

Meeting Location: Salem Civic Center

Meeting Date: December 12, 2019

Board Members	Agency Affiliation	Email Address	Signature	In Person	Phone
1. Rob Logan	WVEMS	logan@vaems.org	<i>[Signature]</i>	✓	
2. Cathy Cockrell	WVEMS	ccockrell@vaems.org	<i>[Signature]</i>	✓	
3. Joe Coyle	Mont County	jcoyle@christiansburg.org	<i>[Signature]</i>	✓	
4. Valerie Tweedie	Christiansburg	vtweedie@christiansburg.org	<i>[Signature]</i>	✓	
5. STEPHEN SIMON	Roanoke County	ssimon2269@gmail.com	<i>[Signature]</i>	✓	
6. Jason Ferguson	Botetourt County	jfergusna@botetourtva.gov	<i>[Signature]</i>	✓	
7. Matt Rickman	Salem Fire-EMS	mricken@salemva.gov	<i>[Signature]</i>	✓	
8. Kristopher W. Shradler	Martinsville	kshradler@ci.martinsville.va.us	<i>[Signature]</i>	✓	
9. Michael Jetterson	Lancette	jetterson@charlottesville.gov	<i>[Signature]</i>	✓	
10. Charles J. Lane	WVEMS	charles.lane@franklincountyva.gov	<i>[Signature]</i>	✓	
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