

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

DRAFT MEETING MINUTES

DATE: June 14, 2018

LOCATION: St. Paul's Episcopal Church, Parrish Hall

Directors Present

Steve Simon, President
Joe Trigg, Secretary
Jason Ferguson
Valerie Tweedie
Rob Logan, Exec. Director

Staff Present

Sandi McGrath

Guests Present

Matt Rickman

TO ORDER

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

The executive director reviewed the agenda and reported on several action items that would come before the board.

The executive director presented the FY 2019 proposed budget. He noted that the budget reflected a two percent increase over the prior year. There are no significant changes. Ms. Tweedie noted that our ability to hold the budget increase to two percent was commendable.

Motion was made and seconded to recommend adoption of the budget. **Motion CARRIED.**

The executive director reported on possible changes to the upcoming contract with VDH/OEMS. At present it appears that there will be no changes going into the 2019 fiscal year. The next meeting with OEMS on this matter will take place no earlier than late July.

The executive director reported that the Council's 403(b) thrift plan currently contains a three-year vesting requirement. Due to the nature of some of our grant-funded positions, it has become common that employees lost their employer matching contributions due to employment periods less than three years. After discussion, it was decided to recommend to the board that our vesting requirement be reduced to "immediate vesting" given that there is a one-year waiting period for participation.

Motion was made and seconded to reduce the vesting requirement in our 403(b) thrift plan to Immediate Vesting. **Motion CARRIED.**

Treasurer Joe Coyle had requested that WVEMS to agree to become the fiscal agent for the Ryan Hubbard scholarship fund being established by Christiansburg Rescue.

After discussion, it was moved and seconded to recommend to the board adoption of the resolution allowing WVEMS to become the fiscal agent for the Ryan Hubbard scholarship fund. **Motion CARRIED.**

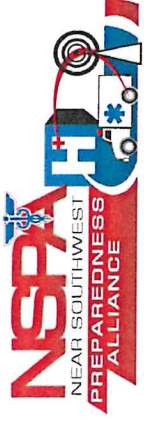
A memorial resolution in memory of Steve Davis was presented at the awards ceremony held on May 31. As a matter of formality, the Executive Committee recommended that the board adopt the resolution to be placed in the permanent record of the Council.

Motion was made and seconded to recommend adoption of the prepared resolution commemorating the life of Steve Davis. **Motion CARRIED.**

Dr. Charles Lane and Dr. Eric Stanley will report on the status of protocol updates. A presentation will made to the full board.

There were no other action items. The meeting was adjourned at 1:55 PM.

/s Robert Logan, Executive Director



Attendance Roster

Meeting Title: Western Virginia Emergency Medical Services Council / Executive Directors Meeting	Meeting Date: June 14, 2018
Meeting Location: St. Paul's Episcopal Church, Parrish Hall - Salem, VA	

Print Name	Agency Affiliation	Email Address	Signature	In Person	Phone
1. STEPHEN SIMON	Roanoke County	ssimon@roanokecountypa.gov	<i>[Signature]</i>	✓	
2. Rob Logan	WVEMS	File	<i>[Signature]</i>	✓	
3. JOE TRIGG	Pulaski County	File	<i>[Signature]</i>	✓	
4. JASON FERGUSON	Botetourt County	File	<i>[Signature]</i>	✓	
5. Gabriel Tweedie	Charlottesville	File	<i>[Signature]</i>	✓	
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					

	Print Name	Agency Affiliation	Email Address	Signature	In Person	Phone
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						
29.						
30.						
31.						
32.						
33.						
34.						
35.						
36.						
37.						
38.						
39.						
40.						