



BREMS Board of Directors

August 30, 2018

CVCC- Amherst Hall, Room 2507 12 pm – 2 pm

Board Members In attendance:

Mary Kathryn Allen BREMS
Steven B. Ferguson LFD
R.B.Stratton Concord
Jason Ferguson CVCC
Samuel A. Bryant Amherst Co. Public Safety
Michelle Turner Campbell Co. Public Safety
Susan Walton Appomattox Rescue
Peter O'Brien, MD Community

Guest In Attendance:

Absent:

Allan Belcher Centra
Leonard Cohen, MD Bedford Co. agencies
Charles Mitchell Huddleston
Janet Blankenship Bedford County
Marilyn McLeod, MD Regional OMD
John Boon BREMS Treasurer

Brad Ferguson called the meeting to order at 12:05 pm. Meeting minutes from the June 2018 Awards Banquet and Council meetings were reviewed and approved (motion made Stratton, seconded by Turner).

Chair's Report

Brad Ferguson did not have an update.

Treasurer's Report

The Treasurer report was reviewed and approved (motion made by Stratton, seconded by Ferguson).

Director's Report (Old & New Business)

- Designation Packet is due to OEMS by October 1, 2018. MK should have more information to send to the BOD around the third week of September. MK asked the localities to send a letter of support for the Council Re-designation process.
- MK stated she has completed the performance evaluations for all employees (full and part time) and will speak review with the employees soon.
- MK had to submit a new proposal to OEMS for the drug boxes and narcotic boxes. They were denied in the July 1, 2018 RSAF cycle and felt applying thru the MOU was more appropriate.

Old Business:

- Bylaws- Mk will send out an email for a date this month for a new meeting. The Board members are: Brad, Bruce, Janet, Susan and Michelle.
 - The Board discussed:- The email from Betsy Phillips states the following answer:
 - Is Dr. McLeod a voting member? –***“5.5 says he/she is a non-voting director unless he is a council member.”***
 - If we hold another Council meeting can it be done via email/letter?- ***“Another council meeting: the letter is okay written proxies suggested”***
 - How long to the bylaws have to be available for review by the Council members?- ***“Section 11.1 - can be any meeting with reasonable notice. I suggest at least 30 days”***
- MK stated Sean contacted Centra regarding their Drager Ventilators. Centra may donate their Drager ventilators to BREMS (total of 4). We hope to hear more in the next few months.
- Hospitality Collaboration meeting in July was a great meeting. Dr. Thomson is going to hold them quarterly right now and the next meeting is scheduled for October. MK felt this is a great start to continued collaboration between Centra, BREMS and the EMS agencies/localities.
- Dr. McLeod decided she wanted to pursue the igel for the region. We are working with the hospital and trying to get this done for the September 15th RSAF deadline
- MK and Michelle met with Virginia Ambulance Service in mid-August. They sent a letter after the meeting stating they would like to negotiate a contribution of \$500 to BREMS.
 - The BOD discussed this issue and decided to send an email to VASI to state BREMS has received their letter and the BOD is going to take some time to review the process for contributions to BREMS. The BOD may contact the Attorney General’s office for their clarification.

New Business:

- The 1st quarterly materials were approved. The motion made to accept all the quarterly materials below as reviewed- by Stratton, seconded by Ferguson.
 - Employee Qualifications, Organizational Information and staffing information.
 - Board of Directors and Subcommittee members
 - Regional PI/TPI plan
 - RSAF Awards information- meeting minutes, etc.
 - CISM information with Anderson Counseling
 - Regional CE Schedule
 - RSAF Awards Information
 - Proposed FY 19 Changes
 - Quarterly financial reports
- The CE/Aux RFP, CE contracts, etc were approved (motion made by Stratton, seconded by Ferguson).
- The Board discussed the Personnel Policy Manual. They asked MK to please submit changes in a one page format for their review.

- The board reviewed the Budget FY 19. The Board approved the budget, with salary increases, as a guideline for BREMS to follow. The Board did discuss the Council revenue and the 25% match for all supporting entities.

Brad Ferguson moved to adjourn the meeting at 1:35 pm.

Submitted respectfully by,

Mary Kathryn Allen
BREMS Executive Director