

**BOARD OF DIRECTORS**

**Online voting in lieu of cancelled meeting, September 14, 2017**

In lieu of a regular meeting which was cancelled due to anticipated low attendance on September 14, 2017, the Board of Directors conducted online voting of published agenda items. The following message was sent to directors on September 25, 2017:

TEMS Board, because of the need to provide certain deliverables for our EMS contract, and to move ahead on other items, please use the following link to access an online voting process in lieu of the Board meeting that was cancelled on September 14. Please refer to the board meeting agenda at [www.tidewaterems.org/board](http://www.tidewaterems.org/board) and its linked documents, as needed, during your voting.

<https://www.surveymonkey.com/r/TEMS-Board-Voting>

We will keep the voting available all this week through Friday September 29 at 4:30 pm. Please cast your votes between now and then. The process will take about 2 minutes or possibly more if you add comments and suggestions where noted. You will see results of other votes prior to yours, and I'll be sure to send out the total results early next week. Thank you. Jim

\* \* \* \* \*

James M. Chandler, CAE  
Executive Director  
Tidewater EMS Council, Inc.  
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Chesapeake, VA 23320  
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The following items were placed for electronic voting between Monday, September 25 and Friday, September 29, 2017:

1. Do you approve the Board of Directors meeting minutes of June 8, 2017?
2. Do you approve OEMS Disclosure Roster, TEMS Organizational Structure 07-2017 and TEMS Staff Assignments and Reporting 07-2017?
3. Do you acknowledge approval of EMS/Trauma PI Plan and agency template?
4. Do you approve CISM policies rev 9-10-15 (no change from prior)?
5. Do you ratify VDH TEMS EMS Services Agreement 517 18 M045 Final rev?
6. Do you ratify VDH TEMS Continuing Ed and Aux Course Agreement 517 18 M030 rev?
7. Do you approve minor budget changes to correct spreadsheet calculations?
8. The Federal Form 990 (including the 990-T) was previously emailed to the Board and is linked on the Board agenda. Do you acknowledge receiving or having the ability to download the 990 forms for review?
9. The Governance Committee recommends creation of an advisory board for the development of guidelines and matters related to the Kent J. Weber Education and Research Fund. Do you approve of the creation of this advisory board which will report to the Board of Directors?
10. The Governance Committee recommends preplanning for the triennial revision to the council's strategic regional EMS plan which will need to be completed and approved during the Board's March 2018 meeting. This preplanning consists of completion of a SWOT (Strengths, Weaknesses,

Opportunities and Threats) analysis by each of the council's standing EMS committees prior to the December Board of Directors meeting. During the December Board meeting, the directors will conduct their own SWOT using the committees' SWOT as a starting point. The Governance Committee would then take this information and draft a revised plan for Board consideration. Do you agree to this recommendation? Please add any suggestions if desired.

11. The Governance Committee recommends continuing with the committee/program reporting during Board meetings with each standing committee/each program providing a report once each year which includes highlights since the prior report (more frequent "urgent" reports could also be provided when needed). Do you agree with this recommendation? Please add any additional suggestions related to this.

**Following the close of online voting on September 29, 2017, all items unanimously passed. See attached results.** The voting process required the entry of the director's name. An IP address could be traced to a user computer if necessary.

Directors voting, jurisdiction/organization represented, with date and time:

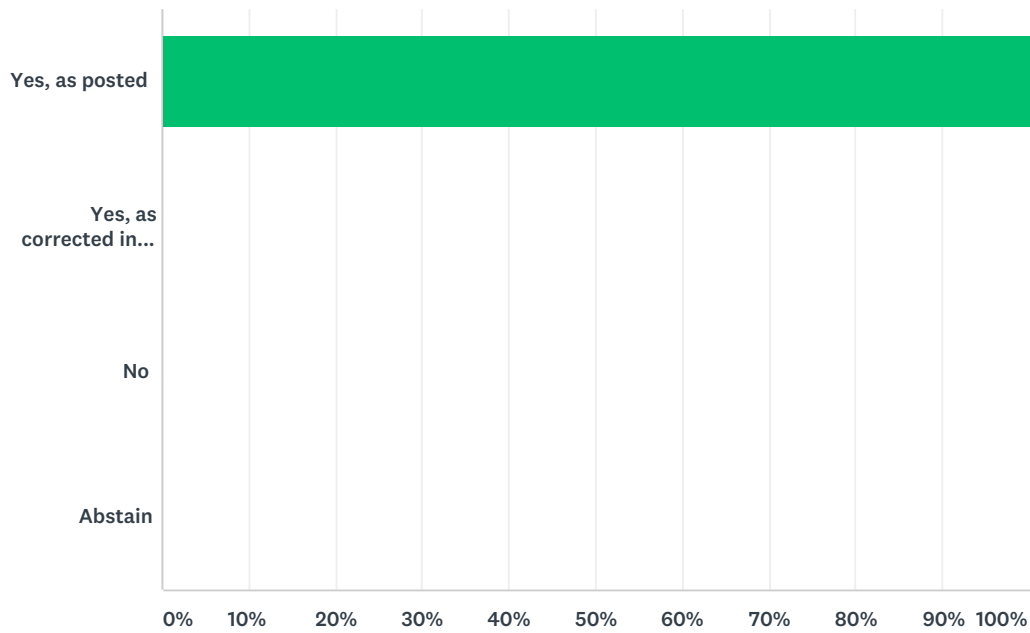
Lewis Siegel, MD (VaCEP) 9/28/2017 11:17 PM  
Donna Marchant-Roof (Virginia Beach) 9/28/2017 12:11 PM  
Paul Kea (Southampton Co.) 9/28/2017 12:01 PM  
Jeffrey Wise (Norfolk) 9/28/2017 11:31 AM  
Hollye Carpenter (Northampton Co.) 9/28/2017 11:08 AM  
Charles Pruitt (Accomack Co) 9/28/2017 9:53 AM  
Travis Kirby (EVMS) 9/27/2017 1:31 PM  
John W. McNulty III (Chesapeake) 9/26/2017 9:17 PM  
Frances Emerson (Norfolk) 9/26/2017 4:41 PM  
Darren Padilla (Chesapeake) 9/26/2017 4:28 PM  
Wayne E. Shank (Virginia Beach) 9/26/2017 12:52 PM  
Janice McKay (Tidewater ENA) 9/26/2017 7:43 AM  
Stewart Martin, MD (Virginia Beach) 9/25/2017 8:17 PM  
Rick Craven, MD (At large) 9/25/2017 5:37 PM  
Christopher Jacobs (Virginia Beach) 9/25/2017 4:19 PM  
Edward Brazle (Virginia Beach) 9/25/2017 3:12 PM  
Jeff Terwilliger (Isle of Wight Co) 9/25/2017 3:00 PM

Directors note voting:

Vincent Holt (Franklin)  
Dennis Keane (Special Operations)  
Genemarie McGee, RN (VHHA)  
Jeffrey Meyer (Portsmouth)  
Daniel Norville (Norfolk)  
Thomas Schwalenberg (Chesapeake)  
James Spicer (Suffolk)

# Q1 Do you approve the minutes of the June 8, 2017 Board of Directors meeting as posted?

Answered: 17 Skipped: 0

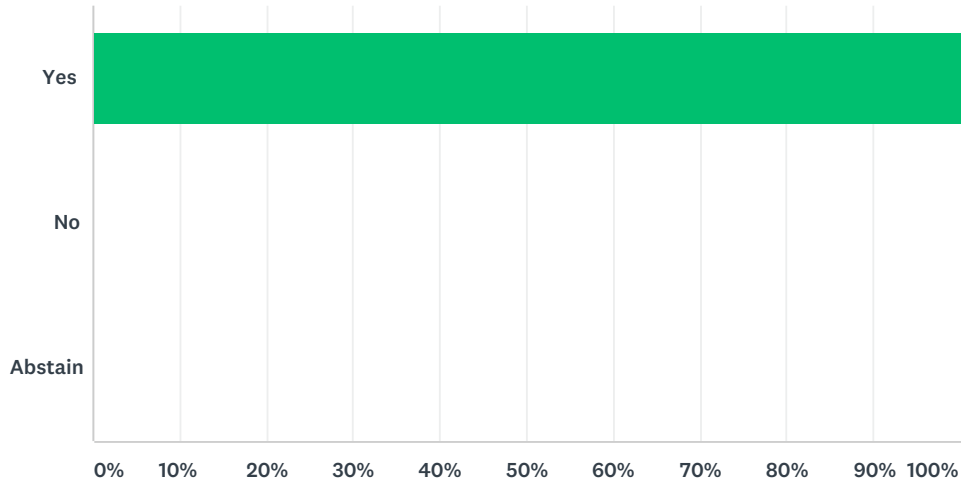


ANSWER CHOICES	RESPONSES	
Yes, as posted	100.00%	17
Yes, as corrected in my comments below	0.00%	0
No	0.00%	0
Abstain	0.00%	0
<b>TOTAL</b>		<b>17</b>

#	PLEASE CORRECT THE JUNE 8, 2017 MINUTES AS FOLLOWS (PLEASE SPECIFY)	DATE
	There are no responses.	

## Q2 Consent agenda item A. Do you approve the OEMS Disclosure Roster, TEMS Organization Structure and TEMS Staff Assignments and Reporting

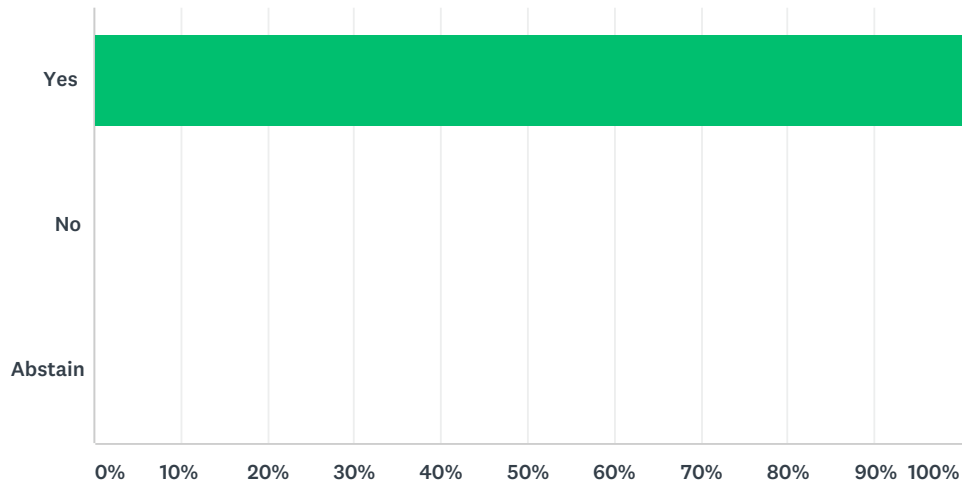
Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
Abstain	0.00%	0
<b>TOTAL</b>		<b>17</b>

### Q3 Consent agenda item B. Do you acknowledge OMD committee approval of the regional EMS/Trauma Triage Plans and EMS agency templates?

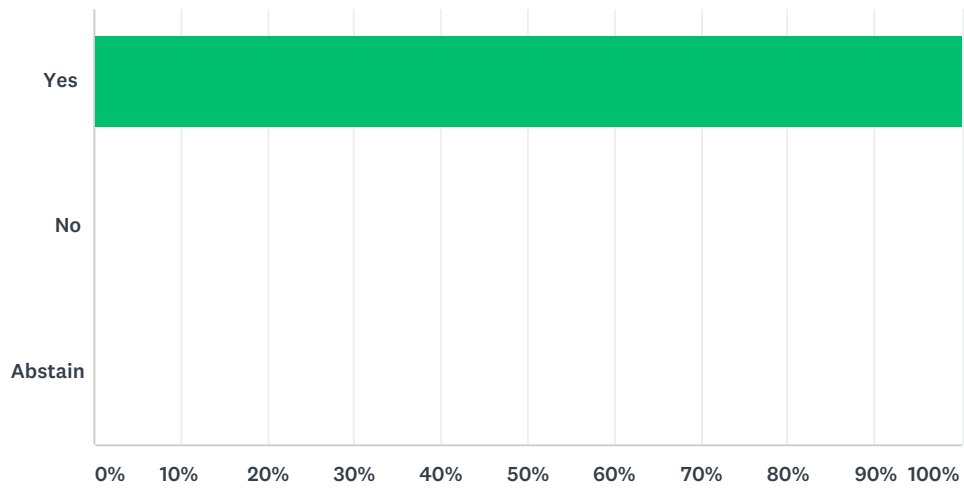
Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
Abstain	0.00%	0
TOTAL		17

### Q4 Consent agenda item C. Do you approve of the CISM Team policies dated 9-10-2015 (unchanged)?

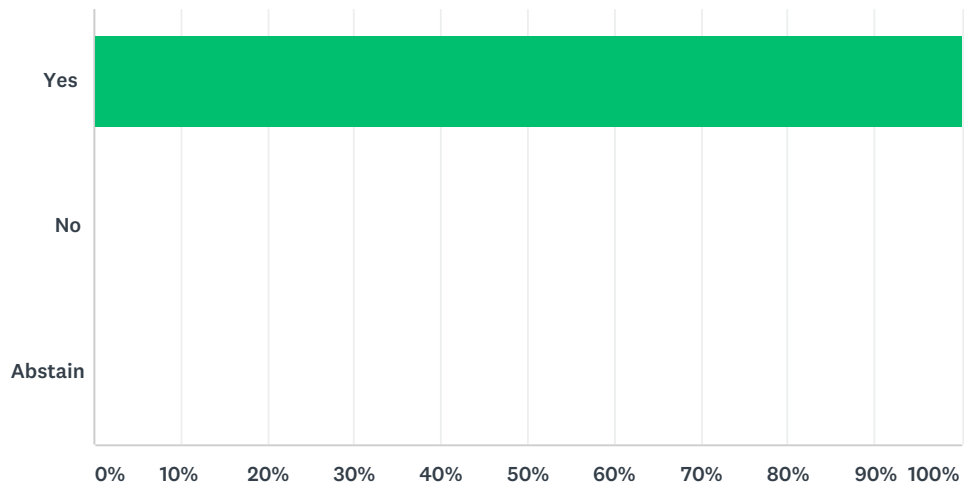
Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
Abstain	0.00%	0
<b>TOTAL</b>		<b>17</b>

### Q5 Consent agenda item D. Do you ratify the Virginia Department of Health - TEMS EMS services agreement 517-18-M045 Final Rev?

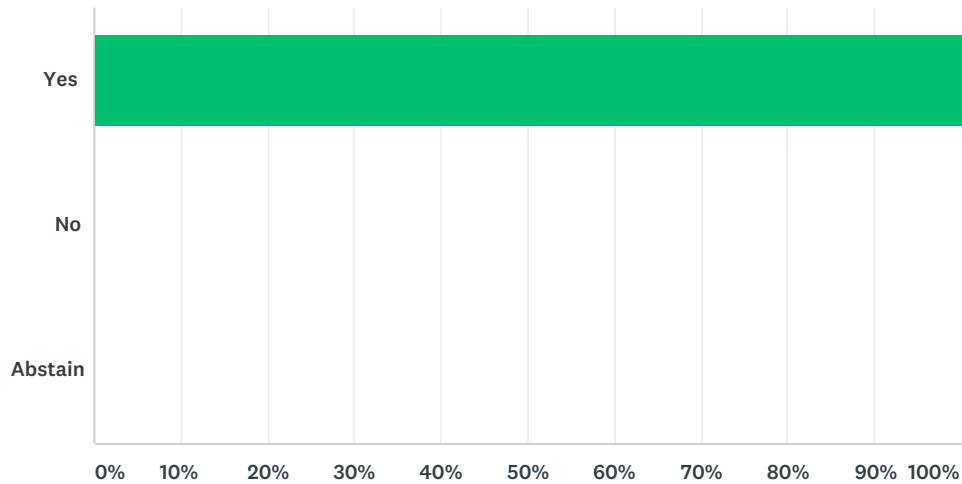
Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
Abstain	0.00%	0
<b>TOTAL</b>		<b>17</b>

## Q6 Consent agenda item E. Do you ratify the Virginia Department of Health - TEMS Continuing Education and Auxiliary Course Agreement 517-18-M030 rev?

Answered: 17 Skipped: 0

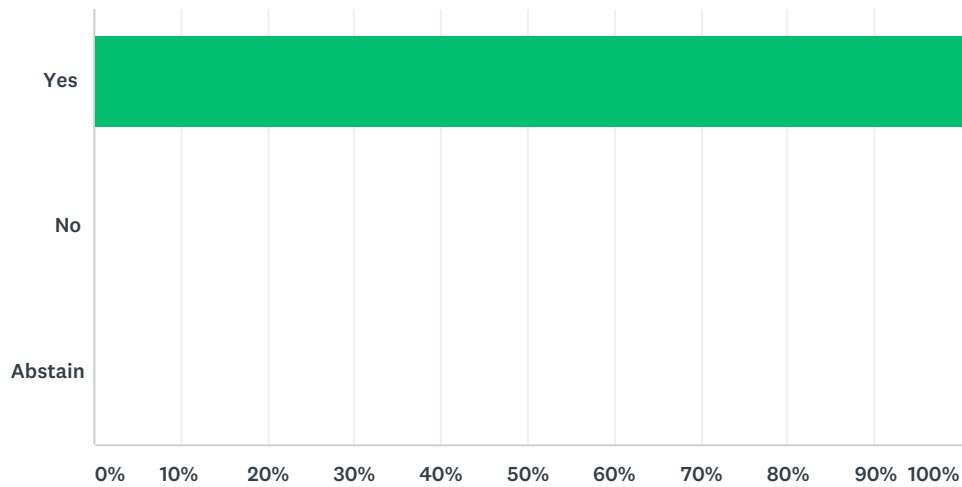


ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
Abstain	0.00%	0
<b>TOTAL</b>		<b>17</b>



## Q7 Consent agenda item F. Do you approve minor revisions to the FY18 Operating Budget to correct spreadsheet calculations?

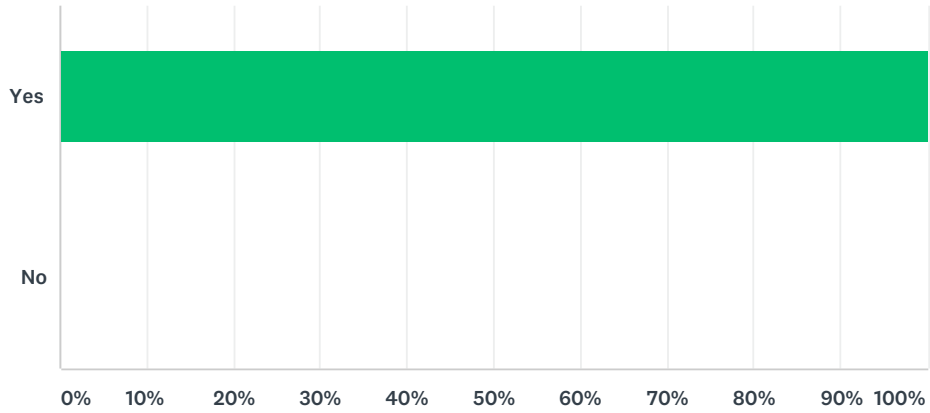
Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
Abstain	0.00%	0
<b>TOTAL</b>		<b>17</b>

**Q8 The Federal Form 990 (including the 990-T) was previously emailed to the Board and is linked on the Board agenda. Do you acknowledge receiving or having the ability to download the 990 forms for review?**

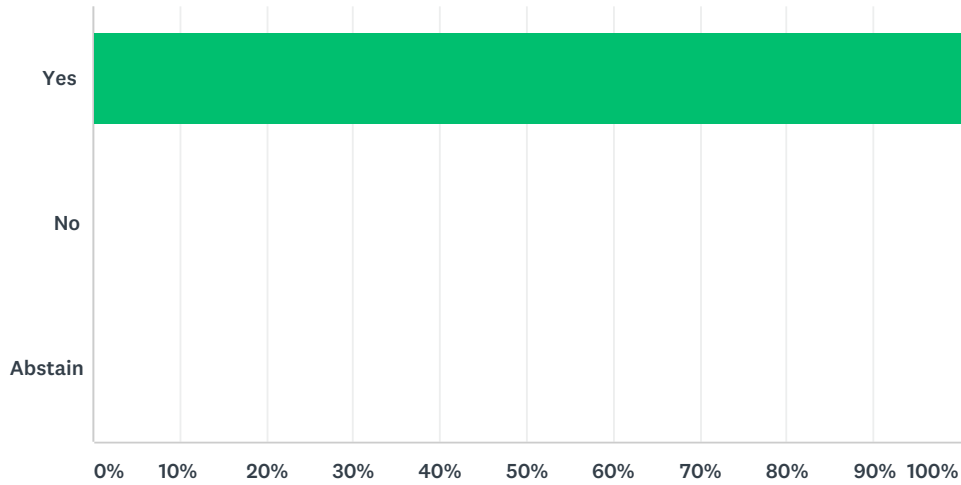
Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
TOTAL		17

**Q9 The Governance Committee recommends creation of a advisory board for the development of guidelines and matters related to the Kent J. Weber Education and Research Fund. Do you approve of the creation of this advisory board which will report to the Board of Directors?**

Answered: 17 Skipped: 0

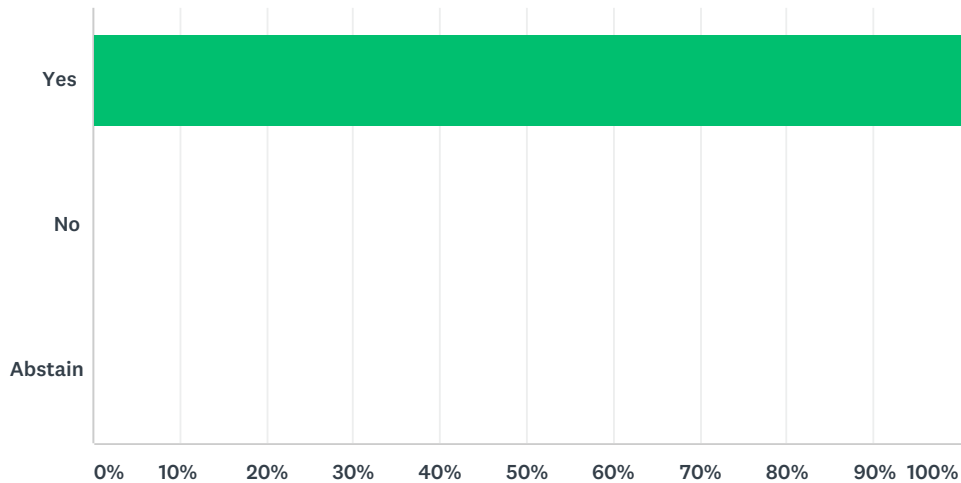


ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
Abstain	0.00%	0
<b>TOTAL</b>		<b>17</b>

#	IN ORDER TO PROVIDE PRELIMINARY GUIDANCE TO AN ADVISORY BOARD, THE COUNCIL HAS RECEIVED VARIOUS SUGGESTIONS FOR USE OF WEBER EDUCATION AND RESEARCH FUND TO INCLUDE SUPPORT FOR LOCAL EMS RESEARCH PROJECTS, SUPPORT INITIATIVES THAT IMPROVE EMS DATA ANALYSIS, SUPPORT INITIATIVES THAT BETTER EDUCATE EMS EDUCATORS AND TO BUILD EDUCATOR CAPACITY, TO HELP RURAL FIRE AND EMS WITH TRAINING COSTS AND TO SUPPORT SCHOLARSHIPS FOR HIGHER EDUCATION FOR EMS PROVIDERS. DO YOU HAVE ANY ADDITIONAL PRELIMINARY SUGGESTIONS FOR USES OF THIS FUND OR FOR WAYS TO BUILD THE FUND?	DATE
1	I suggest use of some of these funds for regional efforts in research for improvement in outcomes of out of hospital resuscitations.	9/28/2017 11:17 PM
2	Not at this time.	9/26/2017 9:17 PM
3	no	9/25/2017 5:37 PM
4	No. I view the above items and appropriate and acceptable.	9/25/2017 3:00 PM

**Q10 The Governance Committee recommends preplanning for the triennial revision to the council's strategic regional EMS plan which will need to be completed and approved during the Board's March 2018 meeting. This preplanning consists of completion of a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis by each of the council's standing EMS committees prior to the December Board of Directors meeting. During the December Board meeting, the directors will conduct their own SWOT using the committees' SWOT as a starting point. The Governance Committee would then take this information and draft a revised plan for Board consideration. Do you agree to this recommendation? Please add any suggestions if desired.**

Answered: 17 Skipped: 0

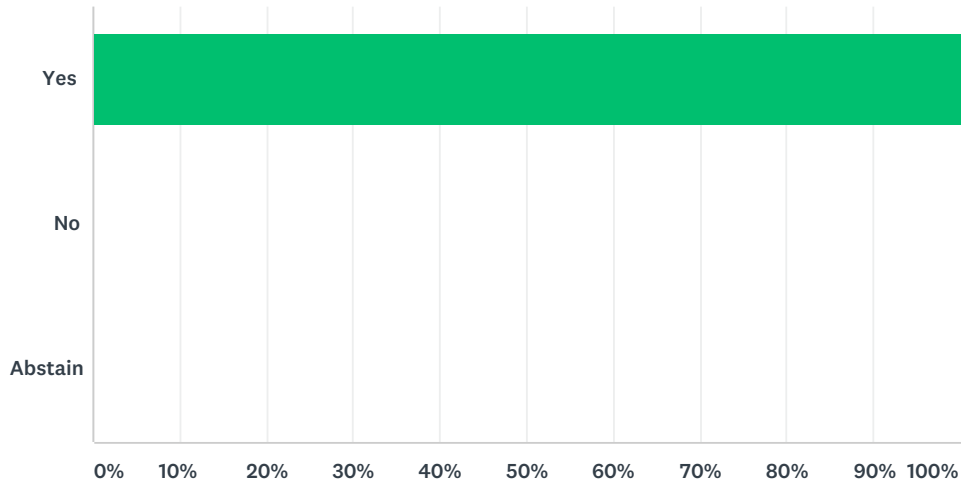


ANSWER CHOICES	RESPONSES
Yes	100.00% 17
No	0.00% 0
Abstain	0.00% 0
<b>TOTAL</b>	<b>17</b>

#	OTHER SUGGESTIONS (PLEASE SPECIFY)	DATE
1	This is just a suggestion. In addition to receiving a SWOT analysis from each of the council's standing EMS committees, it would be helpful for us to receive a SWOT analysis from Jim Chandler and his lead staff's perspectives since they are involved in the day to day operations and business practices of the TEMS.	9/26/2017 4:28 PM
2	My only concern would be that the SWOT info received from multiple committees may make the process cumbersome. I like the idea of gaining input from the committees themselves; however, will be interested to see its impact on the process. Its worth a shot and we can evaluate.	9/25/2017 3:00 PM

**Q11 The Governance Committee recommends continuing with the committee/program reporting during Board meetings with each standing committee/each program providing a report once each year which includes highlights since the prior report (more frequent "urgent" reports could also be provided when needed). Do you agree with this recommendation. Please add any additional suggestions related to this.**

Answered: 17 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	17
No	0.00%	0
Abstain	0.00%	0
<b>TOTAL</b>		<b>17</b>

#	OTHER SUGGESTIONS PLEASE SPECIFY)	DATE
	There are no responses.	

## Q12 Please add your name:

Answered: 17 Skipped: 0

#	RESPONSES	DATE
1	Lewis Siegel	9/28/2017 11:17 PM
2	Donna Marchant-Roof	9/28/2017 12:11 PM
3	Paul Kea	9/28/2017 12:01 PM
4	Jeffrey Wise	9/28/2017 11:31 AM
5	Hollye Carpenter	9/28/2017 11:08 AM
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15	Christopher Jacobs	9/25/2017 4:19 PM
16	Ed Brazle	9/25/2017 3:12 PM
17	Jeff Terwilliger	9/25/2017 3:00 PM