

Tidewater Emergency Medical Services Council, Inc.

Governance Committee

Minutes - October 13, 2015

Present:

Jeff Wise, Chair
Chris Jacobs
TJ McAndrews
Jeff Meyer
Jim Chandler

1. Chief Wise called the meeting to order at 2:15 pm. Following brief review, a motion passed to approve the March 6, 2015 committee minutes as distributed. The committee spent a few minutes discussing national healthcare changes, mobile integrated healthcare, various strategies being considered to reduce ED visits, etc.
2. Review committee's job description – Members discussed various aspects of their job description and developed some questions to address:
 - a. How can we better assess and measure progress towards the strategic plan?
 - b. Do we need more committee reporting during Board meetings so Board members have greater visibility of issues?
 - c. Do we need more Board diversification and how can that be accomplished?
 - d. Do we need periodic guest speakers to enhance the Board's awareness, and on what topics?
 - e. Is the Board satisfied with their level of effectiveness, and how do we assess that?
 - f. Are we adequately preparing for leadership succession?
 - g. Recommend to the Board a revision to the committee description, item 4, third bullet, deleting "...legal protection, financial management, insurance..." because these items now are included in the job description of the Audit and Finance Committee.
3. Develop 2015-2016 Committee Work Program
 - a. Consider development of a strategic plan status dashboard.
 - b. Survey Board members – are you well informed about the workings of the committees and projects; do you feel you are getting good reporting on progress or barriers to strategic plan initiatives; do you feel the Board membership needs further diversification?
 - c. Survey Committee chairs – what was the focus of your last meeting, what is the focus of your next meeting, do you need assistance from the Board, what strategic plan initiatives is your committee working on?
 - d. Conduct the surveys before the next board meeting and bring results to the board with any related recommendations. Mr. Chandler will put together

draft survey questions and will send to the committee for input by email prior to conducting surveys.

- e. Schedule a committee meeting prior to the Board's March 2016 meeting to conduct prep work on strategic plan revisions. Begin work in late 2016 on nominations for March 2017 elections.
 - f. Encourage the vice president to become more involved in committee meetings to increase overall awareness and in preparation for succession, if needed in the future. Begin to prepare for future treasurer succession.
4. The next meeting was set for February 9, 2016 at 1:30 pm.
 5. The meeting adjourned at 3:30 pm.

Minutes prepared by Jim Chandler