

TIDEWATER EMERGENCY MEDICAL SERVICES COUNCIL, INC.

**Executive Committee Minutes
June 9, 2022**

Attendance:

Lewis Siegel, Chair
Genemarie McGee, Vice-Chair
Amy Ward, Treasurer
David Long, Secretary
Daniel Norville
John McNulty
Janice McKay
Pat Humphries
Stewart Martin, Immediate Past President

Absent:

1. Called the meeting to order at 5:30 pm. A motion was made, seconded and passed to approve the minutes of the December 9, 2021.
2. Review the FY23 budget (proposed by the Audit & Finance Committee) – presented by Amy Ward. After review and discussion regarding income and expense projections, a motion was made, seconded, and passed to recommend the TEMS FY23 budget to the Board of Directors.
3. VHHA-TEMS FY23 contract – not received to date; Mr. Long provided details on the VHHA-TEMS FY23 contract, should be reviewed and approved prior to June 30, 2022. A motion was made, seconded and passed to recommend to the Board to accept the contract when presented.
4. Virginia Office of EMS FY23 contract – not received to date; Mr. Long advised that the OEMS FY22 contract would likely be extended until new contracts are negotiated and approved. MR. Long advised that the FY23 contracts would likely be in place by the second quarter of FY23. A motion was made, seconded, and passes to recommend to the Board to accept the FY22 contract extension as discussed with OEMS.
5. EVHC staffing changes; Mr. Long provided details of staffing changes in the EVHC program; specifically, that EVHC is now fully staffed. There will be an increase in payroll expenses reflecting this change.
6. TEMS Staff Handbook changes; after a review of several regional EMS Councils and a discussion with SESCO, Mr. Long proposed moving from a system of Vacation and Sick Leave to a system of Paid Time-Off (PTO). Discussion regarding the benefits of maintaining a single leave bank vs. two leave banks and reducing risk and liability related to “sick” leave policies. A motion was made, seconded, and passed to revise the TEMS Staff Handbook benefits to Paid Time-Off.
7. Unfinished/new business; Mr. Long reported that HRPDC-TEMS FY23 contract had not been received to date; Mr. Long provided details on the HRPDC-TEMS FY23 contract, should be reviewed and approved prior to June 30, 2022. A motion was made, seconded and passed to recommend to the Board to accept the contract when presented.
8. Adjourn

Minutes prepared by David Long