

**Lord Fairfax EMS Council
Board Meeting
FINAL Minutes
October 21, 2015**

Members Present:

Jon Henschel	City of Winchester	Jeff Hensley	Page County
Larry Oliver	Frederick County	Tommy Price	Frederick County
Stephen Dean	Valley Health	Pam Keeler	Frederick County
Jamie Tharp	Shenandoah County	Kevin Catlett	Warren County
Raymond Cross	Warren County	Chris Turnbull, MD	Medical Direction
Mike Utley	Consumer	Bryan Conrad	Clarke County
Callie Dove	Warren County	Jack Potter, MD	Medical Direction
Brenda Higgs	Page County	Josh Gray	Page County
Angela Stidham	Clarke County		

Staff:

Tracey McLaurin

Call to Order:

The meeting was called to order at 1830 by President Henschel.

Approval of Minutes

A motion to approve the August 19, 2015 minutes was made by Dr. Potter, seconded by Jeff Hensley and carried unanimously.

Correspondence

None.

Financial Report

The General Checking report was distributed in the meeting packet. A motion to accept was made by Mike Utley with a second by Larry Oliver. The motion carried unanimously.

The Communications Fund report was distributed in the meeting packet. A motion to accept was made by Mike Utley with a second by Dr. Turnbull. The motion carried unanimously.

Director's Report

The quarterly report was distributed with the updated draft of the Bylaws in this month's agenda packet. The auditor was in the office today completing their field work & will be invited to the December meeting.

President's Report

President Henschel introduced three new board members: Brenda Higgs and Josh Gray of Page County and Raymond Cross of Warren County.

State EMS Advisory Board

No recent meeting and no report.

Disaster Committee

The table top drill was cancelled due to there being no objectives for the drill. There was discussion about the importance of these types of drills.

Instructor Network / Training

Larry Oliver reported a meeting will be scheduled near the holidays.

Regional Performance/Trauma Performance Improvement

Jon Henschel reported that the new reporting requirements can be found on the Council website. CDs can be mailed upon request.

There were no reports from the following committees:

- Communications**
- Regional EMS Performance Improvement**
- Awards**
- Finance**
- Medical Direction**
- Stroke Triage**
- Executive Committee**

Unfinished Business

Bylaws Revision

It was moved by Mike Utley and seconded by Dr. Potter that the revisions to the bylaws be adopted. Kevin Catlett presented comments from Warren County concerning the nominating process. There was discussion about expanding the nominating committee to include a representative from each jurisdiction. Kevin Catlett moved the matter be tabled; this motion was seconded by Raymond Cross. The motion failed. The original motion to adopt the revisions was voted upon and passed with two dissenting votes.

New Business

Jon Henschel and Tracey McLaurin reviewed the process for reviewing grant applications. They also requested the board members to sign and return Conflict of Interest and Board Member Position Description & Code of Ethics forms.

Five grant applications were reviewed and scored. The results were presented at the end of the meeting. The highest scoring applications were received from the Friendship Fire Company, Gainesboro Volunteer Fire and Rescue, and North Mountain Fire & Rescue.

Adjournment

There being no further business to come before the board, a motion to adjourn was made by Jeff Hensley, seconded by Mike Utley, and carried unanimously.