

**Rappahannock EMS Council
Strategic Planning Committee
May 12, 2004**

MINUTES

Present: Mark Garnett, Chairman
Tina Skinner, Staff

Excused: Kelly Southard
Shawn McDermott
Kay Arnold

The meeting was called to order at 7:00 p.m. at the Rappahannock EMS Council office. Tina reported that committee member Ray Pittman had recently submitted his resignation due to health reasons. A letter has gone out to Mr. Pittman from the Council President thanking him for his past service to the Council and committee.

Mission Statement Review: Reviewed the mission statements from other regional councils in Virginia as compared to our current statement. Also discussed suggestions made at last meeting. Really liked Tidewater and Western EMS Council's mission statements. Will continue to review for final draft.

Vision Statement Review: Tina presented the Vision Statement, which she and the President drafted on behalf of the committee for review. (Attachment A)

Mandates Report: Kelly Southard
Kelly was tasked to meet with the Council Director and develop a listing of all mandates the Council must follow to include those from the Virginia Department of Health, local requirements, and from our region's Operational Medical Directors. Kelly submitted a written report due to his excused absence from the meeting. The report (Attachment B) was reviewed and discussed briefly.

Assessment of Environment: Shawn McDermott
No report.

Survey Tool Report: Mark Garnett
Mark shared his draft survey tool as emailed to all committee members prior to the scheduled meeting. Tina suggested that we seek input on the tool from the Board of Directors prior to posting.

The proposed schedule was reviewed for possible revisions as we will no longer be able to use the George Washington Executive Plaza for meeting locations with the resignation of Ray Pittman. It is still the goal of the committee to have a final draft plan to the Board of Directors by October 2004.

The meeting was adjourned at 7:50 p.m.