



# Oregon Emergency Management Association

## Executive Board Meeting November 1, 2004 Portland, Oregon

### Members Present:

Rose Gentry	President Elect
Bert Kile	Past President
Mary Davis	Secretary
Patty Hopkins	Treasurer
Joe Wagner	Webmaster, TNT Webcrafters

---

President Elect Rose Gentry called the meeting to order at 1:10 p.m.

Joe Wagner, TNT Webcrafters, attended the meeting. Joe recently met with Mary Davis and Sue Patterson regarding the OEMA website. The group discussed the website and improvements that could be made to make it easier to navigate. Joe presented his ideas to the Board. After discussion the Board unanimously agreed to advise Joe to proceed with the website updates.

### **November Membership Meeting**

Bert agreed to try to contact Les and see when he may be returning from Florida. If Les will not be available for the November membership meeting scheduled for Lowell we will consider changing the location. Agenda will include: a possible speaker (depending on location), discussion of Committee/Liaison responsibilities, OEMA/APWA Conference update, discussion of the strategic plan questionnaire, and a report from members who attend the IAEM conference.

The Board discussed providing training at a future membership meeting. Patty volunteered to teach a two hour ICS Planning Process to include how to write an incident action plan and how to run a planning meeting at the February 17<sup>th</sup> meeting.

### **OEMA/APWA Joint Conference**

The Board and OEMA Conference Committee met with APWA Conference Committee recently in Welches following the fall APWA conference. The group discussed various topics that would be of interest to both group at our joint spring conference at Seven Feathers Resort. Lila Bradley, APWA President Elect and Conference Program Chair recently e-mailed a draft program. Rose will contact Lila regarding the various program sessions suggested by the OEMA committee. Rose



## **Oregon Emergency Management Association**

will work with the APWA Co-Chair to schedule a meeting of both groups in the near future.

There was no further business. The meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Mary Davis  
Secretary