



Oregon Emergency Management Association

Executive Board Meeting January 24, 2005 Portland, Oregon

Members Present:

Les Miller	President
Rose Gentry	President Elect
Bert Kile	Past President
Mary Davis	Secretary
Patty Hopkins	Treasurer
Sue Patterson	ORVOAD Liaison
Mike Mumaw	IAEM Liaison
Gene Juve	Strategic Planning Committee
Tom Manning	Communications Committee
David Harrington	Training Committee
Larry Raaf	Bonneville Power Administration
Gail Dreckman	ORCEMS Committee & OFEB Liaison

President Les Miller called the meeting to order at 12:20 p.m. Les thanked all the Committee Chair's and Liaisons for attending the meeting.

Treasurers Report:

Patty provided the Treasurers Report ending December 31, 2004 showing a balance of \$36,862.47. Patty also stated that the OEMA taxes have been completed.

Old Business:

APWA/OEMA 2005 Joint Conference:

Rose updated the group on the APWA/OEMA joint conference. The conference committee, comprised of members of APWA and OEMA, has several meetings. Program development is moving along with many great sessions identified. A "Save the Date" postcard will be mailed in early February with registration material mailed in March. The committee has two conference meetings set to be held at Seven Feathers. OEMA Conference Committee members asked the Board if the association would cover one nights lodging due to the driving distance for most members. The Board voted unanimously to cover this expense.



Oregon Emergency Management Association

Patty discussed changes in the way the raffle will be handled at this conference. About 10 theme baskets will be raffled off. Patty will continue to solicit help from the membership in filling the baskets.

There was discussion of selling OEMA shirts and other items during the conference. There is a need for an OEMA member to volunteer to take over the store function. This would consist of ordering items and staffing a booth at the conference. There was also discussion of offering items on our website. Patty also asked about storage. Currently she stores items in her garage and would like the space back. The Board agreed to look into a storage unit for OEMA items.

The group talked about other partners for future conferences. This is a great opportunity to meet and network with other disciplines that share emergency management concerns. Groups that were discussed were the Washington State Emergency Management Association (WSEMA), Risk Management and the Health community. Les has already started a dialog with WSEMA.

New Business:

General Membership Meeting – Cascade Locks 2/17/05:

The next general membership meeting will be held February 17th at Bonneville Dam near the town of Cascade Locks. Agenda topics include a discussion of NIMS presented by Mike Mumaw. Mike is part of a metro area group that has been discussing how agencies can implement NIMS. He will share this information with the membership. Also on the agenda will be discussion of a volunteer to handle OEMA store items and a storage unit, a discussion of the strategic planning process with a report and proposal from the committee. Following the regular meeting will be a tour of the dam facility.

Committee/Liaison Reports:

Strategic Planning – Gene Juve, Chair

The Strategic Planning Committee received limited response to an earlier questionnaire sent to the membership. The group would like to build a program around what the association members want, but need input to find out what that is. The question was raised “How would it impact you if the Association ceased to exist?” This question must be answered by the membership in order to plan for the future. There ensued discussion regarding how to get participation from members around the state in moving the direction of OEMA forward and working on a plan that will be embraced by the total membership.



Oregon Emergency Management Association

The goal of the session would be to discuss the strengths and weaknesses of the Association and identify broad categories of interest and expectations. What are the goals of the Association for the next five years, what can we do in the next year and how can we develop a work plan to accomplish this. The committee proposed having a strategic planning session as part of our April conference. There was discussion regarding providing lodging to those members who would travel a day earlier to the conference to participate in this session. The hope is to get representation from around the state.

The Board supported this concept and asked the committee to present a proposal to the membership at the February meeting, including an agenda for a strategic planning session, a process for assuring regional representation and costs.

Information/Communication Technology – Tom Manning, Chair

Tom presented the draft Amateur Radio Communications Plan. The State is seeking comments to the plan by January 31, 2005. Tom discussed wording changes that appear in the new plan, including that cards will say RACES only and that other organizations such as ARES cannot be licensed by the State any longer.

Training – David Harrington, Chair

David is the new chair of this committee and asked the Board for guidance regarding future activities related to training for OEMA membership. There was discussion regarding training provided by OEM and what training OEMA can provide that will support the ORCEMS certification requirements. The committee will review the past training surveys and look at development of a training program. The Association has budgeted for OEMA sponsored training and while a small fee is charged the intent is not to make the training self-supporting. The committee will look at class fee structure. There was a suggestion that OEMA members be given a discount as a benefit of membership. Other areas to review will be trainers, contractor's vs loaned executives or member trainers, contracts and registration coordination.

ORCEMS – Gail Dreckman, Chair

Gail reviewed the current status of member applications. There is one completed application and another in process. The committee will look at developing a checklist for applicants and reviewers. This will be helpful in tracking the routing of packets. Gail suggested that more OEMA members be available to mentor applicants developing their ORCEMS packet. This group should include members with current ORCEMS or CEM certification. It was suggested a session on the ORCEMS and CEM process be offered at the April conference. This request will be passed on to the Conference Program Committee.



Oregon Emergency Management Association

ORVOAD – Sue Patterson, Liaison

Sue stated there are about 14 active non-profit or faith based agencies that participate in ORVOAD meetings. Sue volunteered to create a directory that will profile the participating organizations with contact information. This information will be available through the ORVOAD website and to OEMA members. Sue shared the various partnerships that exists between these agencies and will highlight some in a future OEMA newsletter.

IAEM – Mike Mumaw, Liaison

Mike is very active with IAEM and participates with the organization in a variety of capacities. Mike passes legislative information he receives from IAEM to the OEMA Legislative Committee. If there is a critical turn-around he will send to the OEMA Secretary for distribution to the membership. Currently there is discussion regarding IRS taxing of pre and post disaster mitigation grants. The IAEM website is also a good source of legislative information, www.iaem.com.

Other Committee Discussions:

Membership Committee:

The group discussed the make-up of the current OEMA membership. Les will ask Jim Howell, Membership Committee Chair, to provide a comparison of OEMA's membership against that of local Emergency Management Directors and Coordinator throughout the State. The committee will also look at current membership from State agencies. How can we include other disciplines such as law enforcement and health? These topics will be discussed at the February membership meeting.

Bylaws Committee:

There was discussion of making some changes to the current Bylaws. One suggestion was to make the Workshop Committee a standing committee instead of a subcommittee of the training committee. Another suggestion was to have the Secretary and Treasurer Positions two year terms on alternating years. This would allow continuity to Board activities. Les will receive a copy of the WSEMA Constitution and Bylaws to be evaluated for recommended changes to our bylaws, including their ways of getting representation from all regions of the state and positions (private, government). These suggestions will be given to the Bylaws Committee Chair for further consideration.



Oregon Emergency Management Association

Elections/Nominations:

Bert reminded the Board the elections will be coming up soon. Bert will head the Nominating Committee. The slate of officers must be published 45 days prior to the annual membership meeting on April 26.

Washington Emergency Management Association (WASEMA)

Les is interested in developing a relationship with WASEMA. He would like to pursue a joint E-Board meeting with the group and possible training opportunities in the future. The Board agreed Les should pursue this idea.

FEMA Region X – Regional Interagency Steering Committee (RISC)

Les explained this is a group of federal agencies that meet quarterly. State Directors from the region are invited to attend these meetings. Les started a dialog with Region X's RISC to explore involving each state's association in their meetings. There may be ways the associations can work together. Mike will get Les the Idaho Emergency Management Association President name.

There was no further business. The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Mary Davis
Secretary