



# OREGON EMERGENCY MANAGEMENT ASSOCIATION



P.O. Box 7309, Beaverton, OR 97007      www.oregonemergency.com

## 2007 -2008 Officers

Mike Mumaw  
President  
503-642-0383

Tom Manning  
President Elect  
503-842-3412

Mary Davis  
Secretary  
503-642-0382

Patty Hopkins  
Treasurer  
503-823-3738

Rose Gentry  
Past President  
503-986-3020

Steve West  
Legislative Consultant  
503-910-7843

## Executive Board Meeting June 17, 2008 Salishan Resort - Gleneden Beach, Oregon

### Present:

Mike Mumaw	President
Mary Davis	Secretary
Patty Hopkins	Treasurer
Rose Gentry	Past President
Tom Manning	2008 President Elect
Jeff Sargent	2009 President Elect
Steve West	West Consulting Group
Laura West	West Consulting Group

1200 Mike Mumaw, President, called the meeting to order.

### **AGENDA ITEMS:**

#### **1. Conference Facility Tour**

The OEMA Executive Board toured Chinook Winds Casino Resort in Lincoln City as a potential site for the May 2009 Training event.

- Meeting room rental rate: \$800/day
- Hotel rooms- government rate: \$104/day

A motion was made and passed unopposed that the Chinook Winds Casino Resort be the site of the May 2009 Training event.

Dates for the Training were set for May 12, 13, 14, 2009.

Patty Hopkins will start negotiations with the resort for the event.

#### **2. 2010 Conference**

Patty Hopkins provided to the Executive Board a contract from Hood River Inn for the 2010 Conference. She requested that the Board review the contract and get back to her with their comments.

#### **3. OEMA Website Remodel**

Mary Davis handed out an email (dated May 13, 2008) from Enrich Media representative, Erika James, regarding web-hosting the OEMA website and their willingness to negotiate with OEMA about prices and answer the e-commerce questions in a conference call or a face to face meeting.

MISSION STATEMENT: OEMA is a statewide association of individuals who share an interest in the emergency management profession and is committed to minimizing the impact of disasters on communities throughout Oregon.

Consensus among the Board was that we should move forward with the website update talks with Enrich Media. Jeff Sargent and Patty Hopkins will work together to get information regarding OEMA's merchant account and prices for website features from Enrich Media and get back to the Executive Board with the information.

#### 4. Meetings Schedule

There was a discussion regarding the need for monthly Executive Board meetings. Conference calls have worked well in the past. There was agreement that the board would try every-other month conference calls beginning with July 2008.

There was discussion among the board regarding the association paying for meals during Executive Board meetings and re-imbursement for travel and meal expenses for meetings. It was noted that the association needs to establish Administrative Rules that apply to all meetings. Patty Hopkins will research the state standard and report back to the board.

The board set the meetings schedule for the next year.

#### 2008-2009 OEMA Meetings Schedule

Date	Location	Time	Meeting Details
July 22, 2008	Conference Call	9:00 am	Executive Board
Aug. 7, 2008	Aloha @ TVFR	1:00 – 4:00 pm	Executive Board
Sept. 9, 2008	The Dalles	10:00am - 2:00pm	Quarterly General Membership
Oct. 8, 2008	Roseburg	9:00am - 12:00pm	Executive Board
Nov. 5, 2008	Beaverton Library	10:00am - 2:00pm	Quarterly General Membership
Dec. 10, 2008	Conference Call	10:00 am	Executive Board
Jan. 14, 2009	Aloha @ TVFR	9:00am - 12:00pm	Executive Board
<b>TENTATIVE</b> Jan. 28 or Feb. 4 or Feb. 11 2009	Salem @ Capitol Building (A meeting room in the Capitol has <b>NOT</b> yet been reserved)	9:00am - 12:00pm	OEMA Legislative Day at the State Capitol and Quarterly General Membership Meeting
Mar. 11, 2009	Conference Call	10:00am	Executive Board
April 8, 2009	Aloha- TVFR	9:00am - 12:00pm	Executive Board
May 12, 2009	Lincoln City @ Chinook Winds Resort	TBD	Quarterly General Membership and Election of Officers (during Training event)
June 17, 2009	Pendleton	9:00am - 12:00pm	Executive Board

#### 5. Update on Strategic Plan

Jeff Sargent will work on a PowerPoint piece to use for outreach to other organizations.

#### 6. Committees and Liaisons Update

Mary Davis provided an updated list of committee membership which included the newly combined Membership/Marketing Committee and the Training/Education/Scholarship Committee.

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Tom Manning proposed combining the Bylaws Committee and the Strategic Planning Committee. This was discussed by the Board, but there was no consensus on the proposal.

Mike Mumaw proposed that the Bylaws Committee be dissolved and establish the Past Presidents Committee to cover Bylaws and Administrative Policy. Board consensus was that this proposal should be presented to the General Membership at the Sept. 9<sup>th</sup> meeting.

The Board decided that committee chairmanship should be a two year commitment.

The Executive Board worked on filling out the Committee Responsibilities form outlining the tasks and responsibilities for each of the OEMA committees and liaisons.

At approximately 1530 (3:30 PM), the Executive Board excused West Consulting Group from attendance for the rest of the meeting.

Respectfully Submitted,  
*Steve & Laura West*  
West Consulting Group