



Oregon Emergency Management Association

Executive Board Meeting American Red Cross – Oregon Trail Chapter March 12, 2004

Present:

Bert Kile	President
Les Miller	President Elect
Mary Davis	Secretary
Patty Hopkins	Treasurer

President Bert Kile called the meeting to order at 12:30 p.m.

Approval of Minutes:

The minutes of the E-Board meeting of January 13, 2004 were approved.

Treasurers Report:

Patty provided a Treasurers Report ending February 29, 2004 with a balance of \$33,834.38.

New Business:

Review RFP Criteria/Policy Changes:

Discussion of the current RFP process. Bert will ask the Finance Committee to develop RFP procedures for OEMA. Included should be certification of trainers, the bidding process and how conflict of interest should be addressed. The committee will also work on developing a personal services contract for use when hiring consultants.

Crisis Leadership Course:

Les discussed the course being held in Marion County sponsored by the Critical Decision Institute (CDI). Since OEMA has endorsed CDI we should follow-up with students regarding the course.

Old Business:

2004 Workshop:

There was discussion of the May 17-20 OEMA workshop. The program committee is working on getting speakers, registration packets will be printed as soon as a draft program is available. Registration information for vendors and attendees will also be available on our website. The Board agreed to purchase a bag with the OEMA logo to give to attendees. Les will schedule a meeting of the entire workshop committee in the near future.



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Nomination Committee

Les and Laureen will solicit nominations for Board positions. Positions open will be President-Elect, Secretary and Treasurer. A slate of officers will be published at least 45 days before the Annual Membership Meeting. Voting will take place at the May 17th meeting or by absentee ballot.

Annual Membership Meeting Agenda:

The annual membership meeting will be May 17, 2004 at the annual workshop. Agenda items include OEM Report, Election of Officers, Committee Reports, and Annual Budget Review. Tyree Wilde of the National Weather Service will give a presentation.

The meeting was adjourned at 3:00 p.m. by President Bert Kile.

Respectfully submitted,

Mary Davis