



Oregon Emergency Management Association

**Executive Board Meeting
October 20, 2005
LaGrande, Oregon**

Members Present:

Rose Gentry	President
Linda Cook	President Elect (via conference call)
Mary Davis	Secretary
Patty Hopkins	Treasurer
Dara Decker	Union County
Matt Marmor	Wallowa County
Mark Bennett	Baker County
Mike Barry	ODOT Region 5, Emergency Preparedness Coordinator

President Rose Gentry called the meeting to order at 12:00 p.m. She stated the Board is taking the opportunity to visit with OEMA members around the State. The members present thanked the Board for making the trip to LaGrande. The Board plans to meet in Bend in April.

Treasurers Report:

Patty provided the OEMA Treasurer's reports for July, August and September. The September ending balance is \$52,115.98. Patty also provided the final financial report from the APWA/OEMA Joint Conference showing a profit of \$8,001.38. The OEMA taxes have been taken to the accountant. They must be filed by November 1st.

Old Business

2005-2006 Budget:

The budget was approved at the last general meeting. \$500 was moved to the telephone line item to cover conference calls. Patty will make the adjustment. Patty will meet with the Budget/Finance committee to discuss budget format and tracking.

Strategic Plan:

Rose discussed the results of the Strategic Plan and assignments to various committees. Rose will contact Vicki Harguth and see what progress has been made regarding web based services. She will also follow-up with Steve Albert who volunteered to get pricing from other website service vendors.



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Rose is working on marketing OEMA to State agencies and will make a presentation at a future OERS meeting.

Matt asked what the demographics of OEMA are in relation to local, state, federal and business members. Mary will provide this information at a future meeting.

The Finance Committee has been tasked with preparing an RFP to hire a consultant to create a promotional briefing about OEMA. Patty will follow-up with the committee.

2006 Conference:

Linda will chair the 2006 Conference Committee. The Board agreed that the next E-Board meeting scheduled for November 22nd should be devoted to conference planning. The meeting will be held from 9:00 - 1:00 p.m. in Salem. It was further decided that David Harrington will be asked if the Training Committee is interested in planning the program for the 2006 conference. The Committee will be invited to the meeting on the 22nd.

Mary suggested that OEMA contract with Event Solutions to handle on-line conference registration and membership fees. Mary received a quote from the company and the Board felt this was reasonable. It will be much easier to make on-line transactions using this company.

Patty moved that the Board hire Event Solutions to handle on-line payments. Mary seconded the motion.

The Board voted unanimously to hire Event Solutions to provide on-line payments for future conferences and membership fees.

There was discussion of future conference dates and locations. Patty mentioned that the large federal TOPOFF exercise will be held in the Portland-Metro area in May of 2007. Several OEMA members will be involved with planning and participating in this federal exercise. OEMA may want to look at moving the conference date from May to later in the year.

Location of future conferences was also discussed. Patty volunteered to make a trip to Lincoln City and visit Salishan Resort to evaluate their conference facilities. She will report back to the Board at the next meeting and possibly make a recommendation to the membership in December.



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2005-2006 Meeting Schedule:

The yearly meeting schedule was discussed. Some adjustments may be made in location of meetings. The Board is trying to hold most meetings at an ODOT facility in order to use the conference calling capabilities of ODOT. Rose will provide an updated schedule at the next meeting.

Membership Meeting - December 15th:

The agenda for this meeting was discussed. If the Board has ideas for a speaker send them to Rose, with contact name and numbers. Also on the agenda will be a proposal from the Scholarship Committee. Board Officers will be installed at this meeting.

New Business

Emergency Management Course for County Commissioners:

Matt Marmor asked about this course he heard was being developed by the Association of Counties. Rose will follow-up with OEM regarding who is developing the course and who will be delivering it.

Liaison Program:

John Teague has volunteered to be the OEMA Liaison to the Police Chief's Association. Matt suggested Rose confirm with each person who has been identified as a liaison and assure they are still willing to take on that responsibility. He further suggested she then send a letter to each organization identifying the OEMA liaison. Rose will follow-up with the liaisons and organizations.

Other Issues:

Rose asked the members present to share any ideas and/or concerns they may have. Mark Bennett commented that he felt there was a disconnect with what's happening in the smaller counties in Eastern Oregon and the State. He was concerned that if a major disaster hit their area it would take a while for assistance to arrive. Patty mentioned that overhead teams from the metro area could be sent to help. Discussion of how federal and other state agencies will integrate during a disaster in this area. Mark and Matt discussed the need for training of the political leaders. Patty said this is an area the Training Committee could work on.

Mark also suggested that ICS Section specific training is needed for EOC staff, especially Logistics and Planning. Patty suggested the Eastern County group meet and send a list of needed training to the Board. Patty will take this to the Training Committee for consideration.



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Matt discussed training for elected officials. He would like to see a training that discussed emergency management principles, policies and guidelines. He also suggested that grant management training would be beneficial.

There was no further business. Rose thanked the group for hosting the Board at this meeting

The meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Mary Davis
Secretary