

North Dakota Emergency Management
Board Meeting
May 6, 2006
Holiday Inn, Grand Forks, ND

1. APPROVAL OF MINUTES

Rick Hummel motioned to approve the minutes from last meeting, second by Mary Hanretty. Unanimously carried.

CONFERENCE COMMITTEES

2. Catering: have not received contacts to sponsor, have not asked either. Add sponsorship to vendor registration form. Afternoon breaks: Coffee 100 cup \$75; 10 doz @ \$5.95/doz assorted cookies; can soda \$1/ea. 3 cases; = \$206.50/break. Morning breaks: hotel does not offer continental breakfast. Assn will purchase continental breakfast to leave out to cover morning breaks. Order continental breakfast @ \$3.45/person for 8:00 to be left out for 10:00 a break, adding 2 cases of pop @ that time. Morning breaks, thur & fri; afternoon breaks Wed, Thur. No pop on Fri am break.

Social: poolside social – Wednesday. Roast pork, 4 hot hors d' oeuvres; 2 deli meat tray; 3 veggie & fruit trays = \$765.00; the assn will not buy the alcohol but have sponsors pay for the alcohol – 1 keg and 5 merlot & 5 white zinfandel @ \$8.95.

Noon lunch: Holiday Inn, The Sandwich Board, buffet style

Thursday Evening: GF Goodribs Steakhouse; \$15.95 choice

Visitor's Bureau will donate banners.

Entertainment: Donna will check w/ the Fritz, Ralph Engelstad, etc for after hour activities. Terry Dullum, 45 mins @ \$750, \$1200 to use Dullum files, not during meal but after.

3. Vendors: Will add sponsorship to vendor registration. Duwayne motions to raise vendor fee to \$150. Rick Hummel second. Motion carried.

Get dollar figures to Rick Ballinger re: breaks, social to add to vendor registration. Vendor presentation included in program. Extra areas for vendor apparatus demo outside.

4. Training: draft agenda disbursed.
Wednesday set.

Thursday: NWS internet base programs. Epidemic flu must be at Thursday @ 2-3:00.

Salt water episode in McKenzieCo. Homeland Security 2 hr slot. GFPD and HP voted off schedule. Prefer Lonnie of state list. Donna will call Howard Swanson. Jim will coordinate getting the salt water incident on the agenda. School speaker costs \$7500 but would do it for \$5000, don't know about travel exp. Ken's info: salt well incident an oil company incident.

5. Door Prizes: order one of each weekender, computer and tactical gear for door prizes.
6. Brochure: 2 hr Thursday list as Federal Homeland Security issues, national viewpoint. 2 hr Friday block HS vigilance at a local level and Ken will see if he can find Tony who worked for the feds, does speakings, lives in CA. Ray DeBoer 1 hr on tier II issue that happened in ND.
7. Jim Homelvig's message. Address at conference. Jim responded to continue until fall conference when discussed at assn meeting. Conference info: holiday inn, agenda, vendor booths, etc should be place on website.

Meeting adjourned. Lori Jones motion to adjourn, second by Rick Hummel. Motion carried.

PREPARED BY:

APPROVED:

Lori Jones
Secretary/Treasurer

Jim Campbell, President
ND Emergency Management Assn.