



**Board Meeting  
April 9, 2007  
10:00 A.M.  
Bismarck, ND**

1. Call to order.
2. Approval of Agenda.
3. Approval of January 23, 2006 Minutes.
4. Financial Report.

OLD BUSINESS

5. ND VOAD Membership
6. Principles of Emergency Mgmt

NEW BUSINESS

7. Committee Assignments/Discussion
8. DESAC
9. NDEMA Conference Date Change
10. 2007 Fall Conference
  - Training
  - Committees

Other Business

Adjourn

**ND EMA Board Meeting**  
**April 9, 2007**  
**10:00 A.M.**  
**Bismarck, ND**

Members Present:

BOARD MEMBER	Rick Hummel	Libby Gravning	Teresa Johnson	Mary Hanretty	Rena Johnson	Lori Jones	Jim Campbell	Ken Jarolimek
PRESENT	X	X		X	X	X		X

Meeting called to order.

**1. APPROVAL OF AGENDA**  
**MOTION, passed.**

Mary Hanretty motioned to approve the agenda as presented, second by Rena Johnson. Motion carried unanimously.

**2. APPROVAL OF MINUTES**  
**MOTION, passed.**

Rena Johnson motioned to approve the minutes from the last meeting, second by Libby Gravning. Motion carried unanimously.

**3. APPROVAL OF FINANCIAL REPORT**  
**MOTION, passed.**

Mary Hanretty motioned to approve the financial report, second by Rena Johnson. Motion carried unanimously.

OLD BUSINESS:

**4. ND VOAD**  
**Topic Tabled**

Lori Jones reported that Mary Senger suggested if possible, the 'association' join therefore, wherever their meetings are being held, an emergency manager in the region could attend. Problem foreseen utilizing that option is that you loose information with different individuals attending different meetings. Mary Senger joined when she was past president and already located in Bismarck.

**5. PRINCIPLES OF EMERGENCY MANAGEMENT**

Ken Jarolimek reported that it is decided at this time, the state has no financial resource available to do the course, and it is not ODP approved. If the association wanted to sponsor the course, state would offer support with an instructor as the materials are downloadable, it is the same material as the independent study course.

Ken Jarolimek opinion is that the association removes the classroom version from certification Level II because basically the agency items the state gives them for their job is done in orientation. NIMS is replacing integrated emergency management which is becoming outdated. Study shows for fact that the retention rate is greater in an independent study course than classroom, however, cannot replace human interaction in classroom. If the association sponsored the course, Ken Jarolimek suggests doing it days before workshop or conference. The big cost is materials, travel and lodging. It is not guaranteed, but something could be worked out with regard to printing materials. Ken provided the table of contents on the principles course which could be reduced to 1.5 days. The state did not have a good response the last time this course was offered. The state would support Ken as an instructor, but cannot support other instructors. It would need association support.

Libby Gravning stated that having the course right before the workshop or conference would warrant the individual to be gone for a week and that's too long.

Lori Jones commented that if your job requires training and that is when training takes place, there is not much choice. Also, the state's orientation is focused on the emergency manager's duties and does not apply to other association members applying for certification.

#### NEW BUSINESS:

##### **6. COMMITTEE ASSIGNMENT / DISCUSSION**

Lori Jones reported to the Board what the committees are, their responsibilities and which board members are responsible for that committee as a liaison to the Board. Rick Hummel requested that board members assigned to a committee select the members to serve on their committee. Lori Jones will email membership list to board.

##### **7. DESAC**

Rick Hummel spoke with Greg Wilz this date regarding the TAG making a decision as to who will replace Mary Senger on the Department of Emergency Services Advisory Committee. The names of the individuals selected at the association meeting will be submitted to the TAG. Members selected were Dean Pearson, Tim Heisler, and Sally Jons.

##### **8. NDEMA CONFERENCE CHANGE**

###### **Topic Tabled.**

Rick Hummel recommends that we get more facts together before making a decision.

Libby Gravning motions that the association does not switch their conference date based on weather, suggesting Department of Emergency Services has it at Camp Grafton every third year and moved around intermittently. Seconded by Lori Jones. Motion later rescinded by Libby Gravning.

Discussion: It is the state's intention to have their workshop every fall at Camp Grafton; therefore, the state is asking that the association move their conference to January. September presents better weather and no flooding. Camp Grafton was opened up to DES one week early this year to accommodate the state in having their workshop there. Options were presented, if change should occur, on how to handle January 2008 seminars. Libby Gravning expressed her dissatisfaction with having to share quarters at Camp. Libby Gravning suggested the state look at using other armories around the state as it is one of their resources.

Lori Jones commented that the state seems to gain all the benefits from the proposal. The conference used to be in July and was moved to September to accommodate the state in distributing the emergency managers work plan. Moving the conference around the state gave members a chance to experience other parts of the state. By switching the association conference to January and if it would continue to be hosted around the state, road conditions would play a factor in attendance especially for those traveling from corner to corner of the state. By hosting the association conference every year in January, the fear of the conference becoming mundane and losing attendees is a concern. Jones suggested that if the state wants to continue hosting the workshop at Camp Grafton to move it to later in April or first part of May where flooding would not be an issue. Ken reported that Camp Grafton would be in full training at that time.

## **9. 2007 FALL CONFERENCE**

### **Training:**

Mary Hanretty will check with the Stockman's Association to see what NDSU has to offer in Ag Terrorism. A tour of NDSU rotating around plant, animals, etc is an option but need to find a benefit for emergency managers in order to get attendance. Will have to see where it would fit in with other training.

Board agreed to have Teresa McDonough speak on both her duty protecting the five most influential leaders in Iraq and/or her current job as manager of the state anti-terrorism program; Rick Kaufman, PIO from the Columbine School shootings; Coast Guardsman Joseph Leonard Jr who served as the Area Commander for Hurricane Katrina mega-shelter operations; Transcaer asked for a ½ hour slot regarding transporting of hazardous material across the state; Ken will coordinate Kevin D. Biesecker, Program Analyst, FEMA; Rick Hummel will follow-up with the border patrol on its predator done project; the ND Forest Service asked for one hour to talk on Community Wildfire Protection Plans. Lori Jones will follow-up with key notes speakers. One hour set aside for NDDDES.

No decision made on presenter Fred Cowie as a motivational speaker.

Committees assigned as follows:      Vendors: Libby Gravning and Renae Johnson  
Catering: hosting County  
Registration: Lori Jones  
Door prizes: Teresa Johnson and Mary Hanretty

**DOOR PRIZE SPENDATURE**

**MOTION, passed.**

Lori Jones motioned to spend \$500.00 on door prizes for 2007 fall conference. Second by Libby Graving. Motion carried unanimously.

**10. MOTION TO ADJOURN**

**MOTION, passed.**

Lori Jones motioned to adjourn meeting. Second by Mary Hanretty. Motion carried unanimously.

PREPARED BY:

APPROVED:

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Lori Jones  
Secretary/Treasurer

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Rick Hummel, President  
ND Emergency Management Assn.