



Board Meeting
January 27, 2010
10:00 AM
Bismarck, ND

1. Call to order
2. Approval of Agenda
3. Approval of Minutes
4. Financial Report

Old Business

New Business:

5. Open Member at Large Position
6. Association Committee assignments
7. 2009 Conference Evaluation Summary
8. 2010 Conference Logistics / Committees
 - a. Registration
 - b. Training
 - c. Vendor
 - d. Door Prizes
9. Speaker Information Form on web site
10. EMA Computer (DES computer returned per request)
11. EMPG – use of EMAP (Alan Reynolds)
12. Legislative Issues - assisting local emergency managers (Alan Reynolds)
13. Letter from Major General Sprynczynatyk
14. Other

Board Meeting Minutes

January 27, 2010

10:00 AM

Bismarck, ND

Members Present: Terese Rotenberger, Al Reynolds, Charlie Russell, JoAnn Ozbun, Jill Pederson, Libby Gravning, Ken Jarolimek, Gary Stockert

Guest: JoAnn Ozbun until voted in as Member at Large

1. Meeting Called to Order

2. Approval of Agenda

Motion, Passed

Terese Rotenberger motioned to accept the agenda as presented. Second by Gary Stockert. Motion carried unanimously.

3. Approval of Minutes

Motion, Passed

Al Reynolds motioned to accept the September 16, 2009 Board meeting minutes. Second by Charlie Russell. Motion carried unanimously.

4. Financial Report

Motion, Passed

Charlie Russell motioned to accept the Financial report showing an ending balance of \$7,365.35 as of December 17, 2009. Second by Jill Pederson. Motion carried unanimously. Question regarding website fee. Board understands this to be an annual fee for hosting the web site.

Old Business

Discussion about group membership fees, not sure if #8 from the September 19, 2009 minutes has been resolved. The board recommended follow up by the Membership, Nominations, and Credentials committee to review and make recommendations to the board regarding how to handle group membership dues. **Motion** made by Al Reynolds to assign the committee to review the issue and report back to the EMA Board with its recommendation by April 1, 2010. **Second** by Gary Stockert. **Motion carried unanimously.** Al Reynolds will make contact with the committee regarding the assignment.

New Business:

5. Open Member at Large Position

JoAnn Ozbun expressed an interest in the open Member at Large Position. No other EMA members expressed interest in the position and no additional nominations were submitted.

Charlie Russell motioned to vote in JoAnn Ozburn for the open Member at Large Position.
Second by Gary Stockert. **Motion carried unanimously**

6. Association Committee assignments

By Laws: Jerry Bergquist, Mary Senger, Dave Rogness, Sharon Young, Rick Hummel, Jill Pederson
Awards: Charlie Russell, Kathleen Donahue, Kim Franklin, Gary Stockert. Terese Rotenberger will identify another individual based on the requirement of two members from 2009 to continue on the committee.

Legislative: Sandra Hanson, Tim Heisler, Brent Nelson, Mary Senger, Amdana Schooling, Terese Rotenberger

Membership, Nominations: Karen Kempert, Sandy Engeland, Al Reynolds, JoAnn Ozburn. Terese Rotenberger will identify another individual based on the requirement of two members from 2009 to continue on the committee.

Terese Rotenberger will identify the Chair of each committee.

7. 2009 Conference Evaluation Summary

Discussion regarding evaluation of 2009 conference – a strong point to continue relates to local emergency managers sharing experiences and lessons learned. About 2 hours of the fall conference should be dedicated to local emergency management experiences / lessons learned.

8. 2010 Conference Logistics / Committees

- a. Registration: Gary Stockert, Libby Gravning, JoAnn Ozburn
- b. Training: Ken Jarolimek, Al Reynolds, Terese Rotenberger
- c. Vendor: Libby Gravning, Charlie Russell
- d. Door Prizes: Jill Pederson, JoAnn Ozburn
- e. Conference Logistics: Terese Rotenberger, Rick Hummel

Libby Gravning and Ken Jarolimek discussed conference training and other ideas generated at recent Facilitator training course. Board members will encourage training topic ideas be shared via regional emergency management meetings. Stress Management, Border Patrol, and lessons learned were some of the main training ideas discussed. The Theme of the Conference will relate to "Four Seasons of Readiness."

9. Speaker Information Form on web site

Lori Jones did a good job of putting this together. Gary Stockert will contact her regarding minor changes suggested by the EMA board.

10. EMA Computer (DES computer returned per request)

EMA board decided that purchasing a laptop computer would not be needed. At this time, use of flash drives or external hard drives would be adequate for saving and transferring data as needed. Gary was given permission to purchase these basic supplies for data management.

11. EMPG – use of EMAP

Al Reynolds will draft a letter to ND DES for Terese Rotenberger’s signature to recommend the EMA Board serve as an “EMPG Working Group” to work with ND DES to re-evaluate the EMPG method of allocation as well as review the reporting requirements for EMPG including relevance of current work plan format (EMAP).

12. Legislative Issues - assisting local emergency managers

Discussion regarding the need for potential legislative changes if current EMPG work plan and reporting format is maintained (EMAP). Emergency managers would need assistance (authority) to address some of the EMAP components.

13. Letter from Major General Sprynczynatyk

“Thank you” letter from Major General Sprynczynatyk regarding receipt of ND EMA 2009 Achievement Award (dated Sept 30, 2009) was reviewed – and distributed to EMA board members via e-mail prior to EMA Board meeting.

14. Other

Discussion regarding pre-establishing dates quarterly EMA Board meetings. Libby Gravning **motioned** to hold EMA Board meetings on the 4th Wednesday of the 1st month of the quarter with the understanding that adjustments may need to be made based on current situations. Second by Al Reynolds. **Motion carried unanimously.** The next EMA Board meeting is Wednesday April 28, 2010 at 9:00 in Bottineau at Twin Oakes Resort.

Al Reynolds **Motioned to Adjourn.** Second by Jill Pederson. **Motion carried unanimously.**

PREPARED BY:

APPROVED:

Gary Stockert
EMA Secretary/Treasurer

Terese Rotenberger, President
ND Emergency Management Assoc.