

MICHIGAN EMERGENCY MANAGEMENT ASSOCIATION

Board of Directors Meeting

January 14, 2004

Isabella County Emergency Operations Center

Meeting was called to order at 10:35 a.m. by President Grace E. Ranger. The meeting began late due to the winter storm that hindered travel for members.

Board Members present:

Grace Ranger, President
Mike Bradley, 2nd Vice President
Mark Watkins, 3rd Vice President
L. Charlene Reinsch, Immediate Past President (via phone)
Jay Gliwa, 7th District Liaison
Dan Dowdy, 6th District Liaison
Jerry McCoy, Secretary

MEMA Members present:

Marc Griffis

The agenda was discussed and approved with the addition of IAEM. Char wanted to provide information about our Regional Vice President. Grace advised her to go ahead and Char noted that the Regional Vice President for IAEM is Mike Fagel, mjfagel@aol.com, 630/897-0551, 630/234-6611. She suggested MEMA should try to develop a good working relationship with him.

The minutes of the December 11, 2003 Board Meeting were reviewed. Motion by Dan Dowdy to approve the minutes as written. Support by Mark Watkins. Motion passed.

Treasurer's Report

Checking:	\$3,940.53
Money Market:	\$11,331.85
Petty Cash:	\$100.00

Dues letters are out. Dues are coming in – 50 so far. He did not realize Past Presidents were Life Members and sent out dues requests. He is making the corrections. He is carefully going through each membership to update data for the database.

The Debit Card Procedures are still being worked on and coming along well.

Jay Gliwa moved to approve the Treasurer's Report. Support by Dan Dowdy. Motion passed.

President's Report

Conference

Grace had thought the conference was going to be at Mission Point. She has since learned from Jackie that they have reserved Grand Traverse Resort. The dates of the conference are Oct 11-14. Sue Barthels will chair the Conference Committee. If any MEMA members wish to serve on this committee they may contact Grace. Also, if anyone knows of any good speakers Grace would appreciate that information.

Char asked if there was a theme established for the conference yet. Grace advised there was not at this time.

Dan Dowdy asked about training certificates from the last Fall conference. He did not think certificates were provided, which PEMs need to prove they have received continuing education. Mark Watkins also questioned whether certificates had been provided for pre-conference training. Grace advised she would check on this.

MEMO

Jerry McCoy advised he had received a pretty good response thus far in terms of articles being submitted. Grace asked officers to have something for every issue. Today she will be assigning committees to the Vice Presidents - perhaps they could speak on their committees. Just get something to Jerry and he will make it into an article.

Grace thought we should have an announcement and congratulatory section. It works in Genesee. They call it "Proud Moments and Shining Stars". Grace is starting it out – sent information on herself and her assistant.

Also thought to profile one MEMA member in each issue. Especially someone who is not as active in MEMA as we are – introduce them to the membership. Jay felt it should be called "Member Showcase." Agreed. We are going to start with John West.

Awards

Jim VanBendegom indicated last year that he is still interested. Not sure on Bill Smith for the Awards Banquet Chair.

MEMA Meeting Schedule

Need to find a day that the majority of us can do. Char – stress and enforce that DL's are required to have an alternate, and also that we do have the potential to do conference call. Grace wants to meet every other month. March 1st first meeting. Jay: Move to change to the first Monday of every odd month. Second by Mark. Passed. July meeting is on the 19th due to the July 4th holiday.

Grace discussed committee assignments. Asked the VPs for their input. Grace has made committee assignments. Mark asked about the purpose of Mentor/Intern. Char discussed internships – program designed to help people work with college and universities to get assistance through those institutions. MEMA working with colleges and universities to determine which have intern programs and develop an agreement with MEMA so our members would have information if they wanted an intern. Mentor: Dawn Mills gets information on new members and sends information to them and offers assistance to them. Marc has three interns and offered to help with intern program.

Mentor/Intern program was transferred from the 2nd VP to the 3rd VP.
Merchandise transferred to 2nd VP

Committees and assignments are:

President:

Conference – Chair: Sue Barthels
MEMO – Editor: Jerry McCoy
Awards – Chair: Jim VanBendegom
Awards Banquet

1st Vice President:

Strategic Plan
Web Site
Legislation
Training/Certifications

2nd Vice President:

Constitution and By-Laws – Chair: Jerry McCoy
Election
Merchandise
EAS Committee – Chair: Marc Griffis (appointed to State Emergency
Communications Committee)

3rd Vice President:

Program Standards
Rural Needs
Mentor Program – Chair: Dawn Mills
Intern Program
Membership/Marketing
Historian
Informational CD

Char indicated she needed to leave the meeting. Grace asked if there was anything else the Board needed to vote on before Char left since there would not be a quorum. Jerry McCoy advised in the Treasurer's Report it was missed that the Treasurer had asked for approval to purchase a laptop computer and printer. Char Reinsch moved to purchase the

appropriate equipment necessary for the Treasurer to conduct business up to \$2,000 without an additional vote. Supported by Jay Gliwa. Discussion: Grace wants us to check into existing equipment. Motion passed.

Frank Coutts came in to represent District 2-N.

1st Vice President (not present)

Paid Position: Table his issue.

Legislation – Jerry McCoy reported on Bernie’s progress.

2nd Vice President

Discussed how to get up and running to coordinate his areas. Jerry appointed to Constitution and By Laws.

3rd Vice President

Discussed Mentor program – goal is to identify someone in each district to act as a mentor for new people. Mark and Dawn will work on this.

Rural Needs – spoke with Jim Loeper and they will sit down to discuss it. The UP has a somewhat different system and different issues. What is rural: They thought about 25,000 or less.

Membership/Marketing – he will work on it.

Added Informational CD to 3rd VP.

Historian – did not speak with Gordie.

Mark wants to maintain Standards Committee. Grace reappointed the committee under the 3rd VP. Discussion whether we should have a Health Department representative on the Program Standards Committee. It was thought we should just let Mark run with it, but there should be a Health Officer on the committee.

Communications

Grace asked about any other communications or business. Mark Watkins asked if everyone had received the email from Mike Heathfield about the new NWS software that allows them to issue a message stating “siren activation is recommended.” He has concerns with that – every time the sirens are activated 911 is flooded with calls. Mark also asked if there were standards that every siren in Michigan should have or meet.

Grace felt MEMA should work on that. It would be helpful.

New Business

Grace wants someone at our meetings representing the EPCs and perhaps RSS. Also perhaps someone from Regional Bioterrorism, like an SNS Coordinator.

Grace said she is excited about this new year, and feels we have a good Board of Directors.

For the Good of the Order

Dan Dowdy noted we had discussed the death of Dallas Jenks at the last meeting. He did attend the funeral and spoke with Dallas' wife and she was very aware of what MEMA was. Dan received a very nice Thank You note.

Jay Gliwa noted there were some people calling around for homeland security at the federal level asking about fire departments. He passed around Lt. Mike Tilly's correspondence regarding this. Jay also noted Captain Ort is negotiating with the feds regarding the amount of reimbursements. Right now it is at 39% and Captain Ort is trying to get to 100%.

Grace noted that Captain Ort is doing all he can to help us with these grants. He is going above and beyond to try to help the locals. He is even losing sleep over this – it has become personal for him. She knows him pretty well. If MEMA members have gripes, they should bring them to the MEMA meetings and let MEMA discuss them and take those gripes to Captain Ort. Rumors do no good for anyone. Grace has told him we need administrative help, and to stop switching plans halfway through a grant. He's listened and is trying hard. Grace has invited him or a representative to come to our meetings and he is going to work on that also.

Frank Coutts discussed who and what he is representing on the MEMA Board. Grace assured him he was representing all of the programs in District 2-N.

Mike Bradley noted that on January 15th the Coast Guard port in St. Joseph is going to be reopened. He has found out a lot about this – he advised if you have a port you should take a look at your risk assessment. You may be eligible for quite a bit of money.

Grace asked for a motion to adjourn. Jay Gliwa moved to adjourn, supported by Mark Watkins. Motion passed. Meeting adjourned at 1:21 p.m.