



WSEMA

Washington State Emergency Management Association

EXECUTIVE BOARD MEETING

January 19, 2006

The Executive Board meeting was held at King County Regional Communications and Emergency Coordination Center in Renton Wa.

BOARD MEMBERS PRESENT

John Scheer, Scott Chapman, Kathy Estes, Eric Holdeman, Tom Griffith, Les Olsen, Sean Davis, Steve Bailey, Sam Lorenz, Michele Haughton.

Meeting was called to order by President, John Scheer.

APPROVAL OF MINUTES

Motion to approve the minutes of Oct 20, 2005; motion m/s Bailey/Griffith. All voting in favor, motion approved.

TREASURES REPORT

The Treasures report was given by Tom Griffith.

The WSEMA Checking account balance as of December 29, 2005 is \$35,150.12

The WSEMA Savings account balance as of December 29, 2005 is \$6,743.99

Joel Aggergaard scholarship fund CD is valued at \$7,443.33 as of November 09, 2005. (New maturity date 05/10/2006 –APY 1.00%)

WSEMA Budget Report

18 Oct 2005

Revenue	2005	Actual	Over/Under
2004 Membership Dues	0.00	\$90.00	(90.00)
2004 Conference Revenue received in 2005	0.00	2,815.00	(2815.00)
2005 Membership Dues	3000	2190.00	(810.00)
Other Revenue	100	32.08	67.97
2005 Fall Conference	12,000	23939.00	(11939.00)
Total Revenue	\$15,100.00	\$31,436.08	(16,336.08)
Expenses			

Admin (Printing, Supplies, Postage)	1,000.00	\$214.69	785.31
Web Site Maintenance	2,000.00	474.10	1,525.90
Part time Administrator	7,000.00	2,040.65	4,959.35
Board Expenses	2,500.00	1129.29	1370.71
Committee Expenses	700.00	0.00	700.00
Conference Scholarships	750.00	0.00	750.00
Partners in Preparedness Conference	2,000.00	2,000.00	0
Annual Conference	12,000.00	17989.65	(5989.65)
Total Expenses	\$27,950.00	\$23,848.38	\$4,101.62

Old Business

Website: John and Sean have been working on the membership. A dues notice was sent out to the membership. Notices were also sent out to all Emergency Managers within the state.

One of John's goals as was to bring the website up to date. Sean Davis has been hired to maintain and bring the site up to date. Please send any information or suggestions for the web site to Sean at sdavis@co.franklin.wa.us.

Discussion was held on the representation of the committees and the board meetings.

Discussion was held on the Private Sector representatives on the board. There was concusses that the position should be retained. It will remain open with the vacancy.

The Past President board position will now be filled by Sam Lorenz after Roger Serra had to resign as a board member.

Committees Reports: Discussion was held on the committee and which one WSEMA sponsors. The minutes from the committees need to be posted on the website and the next meeting date.

John will attempt to put the names and contact information together for the Board. John will send direction to the committee members informing them of what is expected by the Board.

The Board reviewed the committees;

As of the past minutes for the WSEMA Executive Board on Aug 23, 2003. WSEMA committees were to be as follows;

Membership and Professional Development
Conferences
By Laws and Strategic Planning
Legislation

Sam Lorenz

Roger Serra
Les Olsen, Thurston County EM

The Board reviewed the representative as followed.

SERC	vacant
CHS	Roger Serra/Jim Hall
EMC	Trudy Winterfeld/Joann Boggs
911	Jeannie Massingham

Discussion on the representation on the committees and board meetings.

A motion was made to change the representative on the Emergency Management Council and be staffed by appointment by the WSEMA board. Motion m/s Bailey/Griffith. All voting in favor, motion carried.

The Committees will be as followed;	Primary	Alternate
Emergency Management Council	Steve Bailey Joann Boggs	Kathy Estes John Scheer
Committee on Homeland Security	Eric Holdeman	Jim Hall
SERC/HAZMAT	Vacant	
9-1-1	Jeanne Massingham	Joann Boggs
SIEC	Tom Griffith	
Citizen Corp	Vacant	

John will research the appointment of the EMC council member and advise the board.

Information will be put out to the membership and ask if anyone maybe interested in a position for the board.

NEW BUSINESS

2006 WSEMA Budget

	2006 Budget	Actual
Revenue		
2006 Membership Dues Received in 2005		2370.00
2006 Membership Dues	3,000.00	
Other Revenue (all acct int)	100.00	
2006 Fall Conference	<u>18,000.00</u>	
Total Revenue	21,100.00	
Expenses		
Administration (printing, supplies, postage)	1,000.00	
Web Site Maintenance	2,000.00	
Part time administrator	7,000.00	
Board Expenses	3,200.00	
Conference Scholarships	750.00	
2006 Partners in Preparedness Annual Conference	<u>2,000.00</u> <u>18,000.00</u>	
	33,950.00	

The board approved the elimination of the committee expenses and increased the board expenses. It was suggested that there be a change in the conference amount.

Discussion was held on when the membership dues are payable for the annual membership.

A motion was made to make the annual membership are payable in January of each year.

Motion to approve the 2006 budget; All voting in favor, motion approved.

2006 Partners in Preparedness Conference. There was discussion staffing the WSEMA membership booth at the conference. Sam Lorenz has volunteered to chair the booth. He will put together the schedule and times. He has proposed that the board funding for booth materials. It was suggested that we get a door prize to give at the social event.

Discussion was held on the type of materials needed. It was suggested to purchase some type of giveaway items to hand out. Have the WSEMA brochure printed and the fall conference registration.

Sam will send out to the Board for review the information that he finds on giveaway items (pens, flashlights, key chains).

It was suggested that the fall conference include Homeland Security. Contact Arel for a contact from HS to speak at the conference.

2006 fall conference.

Kathy provided information on the conference. Conference Committee (tentative) Tom Griffith, John Wheeler, Ken Parrish, Phyllis Mann, Jo Ann Boggs and Kathy Estes.

She would like to hold some meetings by conference calls. A meeting is scheduled for March 16, at 3:00 pm. at Thurston County Emergency Management.

She will put out an email to the membership.

Tom has signed the contract with the hotel and we are committed for September 19-21, 2006 and 218 room nights. The conference will start on Tuesday, Wednesday, and Thursday. That will leave Monday for the State EMD Directors meeting and Executive Board meeting in the evening.

Provide Kathy with any information on agenda items for the conference.
Session ideas to date:

- Advance Professional training course
- Hurricane Katrina Response
- Pierce County/Israel Connection
- Business Continuity for Pandemic Flu
- NFPA 1600 revisions – Impacts to Emergency Management

Correspondence:

Roger Serra is proposing participation and partner sponsorship in “Disaster Topics Multi hazard Roundtable”. He is requesting \$250.00 from WSEMA to help defray the cost of the noon meal at the UW faculty club for the initial meeting to be held on February 9th.

Communications Academy (Ham Radio Operators) is requesting a donation to assist in support of their annual conference. \$250.00 was suggested as the donation.

Motion to support both requests; motion Bailey/Chapman; motion approved, All voting in favor, motion carried.

Good of the Order

Les Olsen presented information on the legislative issues that was presented to the legislators. The bill raises the necessary revenue with a \$2-per-year per-policy on homeowner insurance and a \$4-per-year per-policy on commercial insurance. Similarly-situated insurers in Florida have collected the same surcharge for the past 13 years.

Senator Kastama has proposed a substitute bill to SB 6433 that would give more of the funding to locals and allow more flexibility in how the funds are used.

Motion to adjourn the meeting.

Respectfully submitted,

Michele Haughton, WSEMA Secretary