

# AAEM Board Meeting Minutes

ACCA Building, Montgomery, Alabama  
July 17, 2009

## I. Roll Call

- a. Establishment of Quorum. Secretary Mindy Nash documented that the following board members were present: President: Dan Long, President-Elect: Roy Waite, Immediate Past President: Ellen Haynes, Area Director 1: Ronnie Adair, Area Director 2: Jessica Tomlin-Seabrook, Area Director 4: Eric Jones, Area Director 5: Scott Porter, Area Director 6: Phyllis Little, Constitution and Bylaws: Jonathan Gaddy, Nominations and Credentials: Margaret Bishop, Legislative: Mike Evans, Membership: Anita McBurnett, and Technology: Jonathan Gaddy. Quorum established.
- b. Board Members absent: Area Director 3: Wayne Hayes, Area Director 7: Deborah Gaither, and Area Director 8: Don Hartley, AEMA.

## II. Welcome and Adoption of Minutes

- a. President Dan Long gave the welcome and presented the adoption of minutes from previous board meeting and the summer conference general session. Margaret Bishop made a motion to accept both sets of minutes as written and Ronnie Adair 2<sup>nd</sup> the motion. None opposed. Motion carried.

## III. ACCA Information

- a. Sonny Brasfield – Homeland Security Advisory Board to represent EMA Directors on the Board. Brett Howard held the position but has recently resigned. AAEM needs to submit three nominees.
- b. Mary Pons – Trying to eliminate the confusion about the new day care law. EMA's are not required to implement this in their county. The daycares are required to submit the plan to their local EMA. Local EMA offices are required to maintain a copy of the EOP for each licensed day care in their county.
- c. Bryant Raby – Joint Bid Project's were asked for at the summer conference. He has only gotten a couple of items that were requested to be placed on joint bid list. Dan Long stated the reason Bryant didn't have more input from the EMA's have availability to purchase off the state bid, US Communities and grants. Generators and siren's are still on state bid, which is good for another year. Will come back to the board for a list of items to be placed on the joint bid list at a later time.
- d. Bryant Raby – Disaster Recovery, working on identifying money for Disaster Recovery. The Committee needs to establish rules and policies for allocation of money. Based on the current law AAEM is to have a person on the committee and that person is to set up and chair the first meeting Eric Jones was nominated by Roy Waite and Mike Evans 2<sup>nd</sup> the motion. All in favor. Motion carried.

#### **IV. Review of goals, activities, and progress**

##### **a. Goals**

- i. Representation of the needs and ideas of the membership of the local EMA's, along with State EMA and other organizations. Have venue to be able to come together and collaborate to ensure a collective working effort. Bring membership's views from each Region. Promotion and support of local EMA and their programs across the state, to assist them in their jobs. Work on training and empowerment in the Counties. Bring everyone together from local level all the way to the top. Providing mutual aid. Promote professionalism and development of Emergency Manager's best practices. Need a working forum to work with legislature for changes. Properly represent our membership. Promote a strong working relationship with other organizations such as APCO, Alfa, State Farm, 9-1-1 board, Fire and EMS, and Law Enforcement associations.

##### **b. Activity**

- i. The main goal is to watch legislatively how proposed laws affect us at State and local level. Training is an issue for everyone. Training needs to be a priority. Procuring equipment for first responders. Continue to listen to the AAEM members and their needs. Want to see the mentoring program initiated. Promote our relationship with AEMA.

##### **c. Progress**

- i. At the summer conference, discuss what we have accomplished throughout the year through State EMA and Homeland Security. Information sharing is a great asset in assisting Counties and citizens. Receiving guidance from AAEM as a new director is great. Board has been instrumental in preparing us to address current issues. Association is what brings everyone together, everyone knows everyone. We have a great training program. Great idea promoting our organization with other agencies and departments.

- d. President Dan Long's goals for the New Year are to meet at the conferences, have day meetings to avoid overnight travel and teleconferencing for emergency purposes. He also wants to implement all the goals and activities that are listed above in section a, b, and c. Wants to establish a team to welcome new directors in the State.

#### **V. Review of conference/events for 2009-2010**

- a. AAEM needs to promote why EMA's need to participate in the ACCA conferences.

- b. The AEMA has agreed to host a workshop for our January 2010 conference. The State will only be able to sponsor the class. No travel or per diem will be allowed. The plan right now is to proceed with the conference as planned and not add any more days or expenses to the AAEM members. Will work with the State and see if their classes can be intermingled with conference classes. The point of contact for Donna Key will be Don Hartley, Area 8. Ronnie Adair made a motion for Donna Key proceed with working with

the State EMA and AAEM Conference and Eric Jones 2<sup>nd</sup>. All in favor. None opposed. Motion carried.

- c. Too many conferences for the regions. Can not get enough participation.
- d. Summer conference, June 1-4, 2010, Riverview Plaza in Mobile. State is working to combine the AAEM and Hurricane Conference. AAEM will handle first part of conference and AEMA will handle scheduling the classes for the Hurricane portion. Sonny Brasfield stated that the Hurricane Conference brings great benefit to AAEM. It is additional work on the ACCA but it offsets the cost for the conference.
- e. Winter Conference 2011. January 24-27, 2011 in Auburn.
- f. Summer Conference 2011. Have three locations and dates picked at this time.

Perdido Beach Resort	June 27-29, 2011	\$199.00
The Grand	May 23-26, 2011	\$159.00
Riverview Plaza	May 23-26, 2011	\$121.00

Will poll the counties for suggestions for additional locations for Summer 2011.

- g. 50 year anniversary coming up for AAEM. Membership committee will work with Eddie Hicks on ideas for the AAEM 50<sup>th</sup> Anniversary.

#### VI. **Committee review of goals, activities and progress**

- a. Constitution and Bylaws, Jonathan Gaddy, The AAEM name has never been changed from Alabama Emergency Management Council. The information on file is for Dan Isley, Cullman County, 501( c ) 6, Non-Profit Domestic Corporation. We may have lobbying restrictions. ACCA will look into this. We need to change the name to reflect Alabama Emergency Management Council dba Alabama Association of Emergency Managers.

The Articles of Incorporation and By-laws have discrepancies between the two. One example is the number of people on board of directors and officers do not match number for number. The by-laws need to be updated to reflect the same information as the Articles of Incorporation. Jonathan will handle both of these projects.

- b. Nominations and Credentials, Margaret Bishop, requests the membership committee list ahead of time for nominations. The wording needs to change to reflect that the term for President-Elect is for three years.
- c. Awards and Recognition, Miriam Thornton, wants to put the Pat Neuhauser, Volunteer Award, and the President's Award on the website with a description of each. The criteria needs to be more clearly defined. Miriam also wants to take a look at what our organization stands for and promotes and see if there are other appropriate awards to offer the membership.

- d. Training and Certification, Patrice Payne, working on a calendar that will be on the AAEM website. Work more closely with State EMA on training for conferences. For winter conference, look at having 4-5 simultaneous classes on two different days, breakout sessions.

Patrice will start preparing someone to replace her on the training committee.

- e. Technology, Jonathan Gaddy, restructuring the website for AAEM. Going to update it with a lot more information.
- f. Legislative, Mike Evans, nine individuals serving on committee. They have three goals: DC legislative trip; working with regions for disaster recovery; other issues as assigned by AAEM. Need to get more in tune with what Legislation is doing for the State. Take AAEM concerns to Washington. Mike will bring draft to October meeting. Legislative conference is 1 ½ days. Need to have agenda before we go. AAEM attends this conference and needs to stress the importance to local EMA's of attending.
- g. Membership, Anita McBurnett, goals are to capture the years of service in AAEM, the length of years in EMA, lifetime members and add all this information to the website. Need to work on the on-line store and the tag line. Look at membership in the by-laws. We need to get more information on the website for membership. Anita will work with Eddie on the AAEM 50<sup>th</sup> Anniversary to come up with ideas for celebration.
- h. Conference, Patrice Payne, none.
- i. Public Information, Jeff Edwards, none.

## **VII. Scholarship Program**

- a. Immediate Past President, Ellen Haynes wants to get the scholarship program up and running. Need to decide on the amount to award.
- b. Ellen wants the Board to entertain the idea of changing the name "Winter Conference" to AAEM Workshop. Scott Porter made a motion to change the name to AAEM Workshop and Ellen Haynes 2<sup>nd</sup>. All in favor. None opposed. Motion carried.

## **VIII. Committees outside AAEM**

- a. GIS Advisory: President Dan Long
- b. ACCA Education: Patrice Payne, Phyllis Little, Max Armstrong
- c. Homeland Security Communication: President Dan Long, replaces Kevin Jenkins
- d. EMPG: Eddie Hicks, Ronnie Adair, Wayne Hayes, Dan Long, replaces Kristi Starnes
- e. Citizen Corp Peer Review: Debbie Blevins and Ronnie Adair appointed by Dan Long

f. Shelter Review: Roy Waite, Deborah Gaither

**IX. EMA Boot Camp**

a. Scheduled for November. Information will be sent out soon.

**X. NWS issues**

a. Letter was sent out to all area directors. Scheduling a meeting with AEMA on how to work out the issues with the National Weather Service.

**XI. Budget 2010 Review**

a. No changes on budget. It was approved at the summer conference.

**XII. Other Business**

a. Membership approval

i. New applications for membership need to be brought before the membership committee for recommendation and approval.

**XIII. Adjourn**

a. Meeting ended at 3:00 pm. Next meeting is scheduled for October 21, 2009 at 10:00 am at the ACCA office.

MN