

AAEM Board of Directors Meeting
AEMA Office, Clanton, Alabama
September 17, 2010 10:00 a.m.

MINUTES

- I. Roll Call**
- a. Establishment of Quorum, Secretary Mindy Nash documented that the following board members were present: President: Roy Waite, President-Elect Eric Jones, Area Director 1: Mike Evans, Area Director 2: Jessica Tomlin-Seabrook, Area Director 3: Billy Green, Area Director 4: Crystal Ousley, Area Director 5: Scott Porter, Area Director 6: Phyllis Little, and Area Director 8: Ricky Little represented by Perry Martin. Quorum established.
 - b. Board Members absent: Immediate Past President: Dan Long and Area Director 7: Patrice Payne.
 - c. Standing Committee Chairs: Constitution and Bylaws: Rocky Milliman, Nominations and Credentials: Margaret Bishop, Conference and Training: Rusty Russell, Certification: Eddie Hicks, Legislative: Ronnie Adair, Kelly Allen, Leigh Ann Ryals, Awards and Recognition: Eric Jones, Technology: Kathy Russell, Public Information: Jeff Edwards, Business and Industry: David Hartin, Parliamentarian: Rocky Milliman.
- II. Welcome**
- a. President Roy Waite gave the welcome and presented the minutes from the previous board meeting.
- III. Adoption of Minutes-Roy Waite**
- a. Billy Green made a motion to accept the minutes from the Board of Directors Meeting dated July 28, 2010 as written and Mike Evans seconded the motion. All in favor. None opposed. Motion carried.
- IV. Membership/Dues Update**
- a. Membership list should include all members.
- V. Financial Summary**
- a. No change
- VI. AAEM Annual Conference / Gulf States Hurricane Conference**
- a. Eleven (11) counties will be in an exercise for the Summer 2011 conference. Will get Donna to check and see if the conference can be moved to May 9th.
- VII. Legislative Update**
- a. Ronnie Adair is the Committee Chair.
 - b. Leigh Anne Ryals-Federal Co-Chair
 - c. Kelly Allen-State Co-Chair
 - d. Legislative trip to DC is normally the second week of March and coincides with NACO and NEMA conferences.
 - e. Legislative Conference is December 1-2, 2010 at Ross Bridge.

VIII. Proposals for 2012 Summer Conference

- a. 2012 Annual Conference – the board has looked at two locations.
 - i. Guntersville- Anita McBurnett, Ricky Little, Eddie Hicks and Roy Waite visited Guntersville. Need to be able to schedule after hour events. Have cabins and cottages, large pavilion for picnic and lodge. We can either cook ourselves or have it catered. Can rent boats. Price is \$80.00 night. They have 110 rooms. Already have some rooms booked for conference time frame. Do not charge attrition if we have to cancel rooms.
 - ii. Lake Point-Roy Waite visited Lake Point. They have 101 rooms. Cottages and cabins. Outside lodge, terrace overlooking the lake for dinner events. Room for a band at the pavilions. Buffet type meals around \$10.00 person. Only charge for each person.
- b. Conference room is larger at Guntersville.
- c. Price is close in comparison.
- d. Hotel rooms are larger at Lake Point.
- e. Enough vendor space at both.
- f. Guntersville and Lake Point can accommodate hospitality room.
- g. Will not charge for meeting rooms.
- h. Board likes the idea of the State Park. Saves money and puts money back into the State.
- i. Get a vendor to sponsor dinner one night.
- j. Grand Hotel has good amenities.
- k. Motion made by Jessica Tomlin Seabrook to have the 2012 Annual Conference at Lake Point. Motion was seconded by Billy Green. Six (6) in favor. Two (2) opposed. Motion carried.
- l. Amended motion by Jessica Tomlin Seabrook to have the 2013 Annual Conference at Lake Guntersville in the June 11th time frame. Motion was seconded by Phyllis Little. All in favor. Motion carried.

IX. AAEM Committee Reports

- a. Constitution and Bylaws
 - i. Need to update Constitution and Bylaws. They are outdated and need revisions. Post the bylaws and policy and procedures on the State EMA website document page. Also, post on AAEM and ACCA website.
 1. Brian Prescott will review all documents to see if everything is in order.
- b. Nominations and Credentials
 - i. Talked with Annette Davis and explained the process of how the committee works.
- c. Conference and Certification
 - i. Kyle Eskridge requested AAEM use the State for training and the committee requested the State EMA to pay per diem.
 - ii. AAEM needs to have more involvement with conferences. Our faces need to be seen at registration instead of only ACCA.
 - iii. State EMA is launching the EM101 class.
 - iv. Need an instructor inventory for all the G-courses.
 - v. Need training assessment for each county.
 - vi. Need leadership classes, supervision, professional development, etc.
 1. Billy Green-JSU added a doctorate degree. Move IS-700 to basic from intermediate. Add required IS-704 to basic. IS-292 has been removed from FEMA, replace with IS-102. For intermediate add IS-801 through

814 and IS- 250. For the advanced add required IS-701, 702 and 703. Billy would also like to see the following required class by in addition to the required 400 hours of training: Cameo, Hurrevac, G-290 Basic PIO, HSEEP, Basic NWS Storm Spotter, EMITs training, attend an IEMC through IMUS through TEEX, and attend one additional class at either EMI or a consortium campus location.

2. Rita Smith stated that the requirements are reflected for EMA Directors.
3. Phyllis Little is concerned the requirements will cut some people out for certification.
4. Eddie Hicks will put together a subcommittee for certifications.
 - a. Board is all in favor of the committee and Eddie will bring changes back to the next board meeting.

d. Legislative

- i. Dates for the DC trip. NACA is March 5-9, 2010. NEMA is March 20-25, 2010 in Alexandria, Virginia.
- ii. Committee consists of Eric Jones, Ellen Haynes, Scott Porter, Mike Evans, Paul Brown, Ricky Little, Rocky Milliman, John James and Rita Smith.
 1. Eric Jones made a motion for the Legislative trip to be in conjunction with the NEMA conference. Phyllis Little seconded the motion. All in favor. None opposed. Motion carried.
- iii. The committee will put together a packet for the December 1-2, 2010 Legislative Conference. Will send to all the County Commissioners, State Representatives, Senators, and EMA.
- iv. Meet with candidates and explain the EMA program.
- v. Working on wording for disaster funding in regards to homeowners.

e. Membership

- i. None

f. Awards and Recognition

- i. Conference call on September 16, 2010. Committee members are Eric Jones, Rita Smith, Clark Matthews, Wayne Hayes, Max Armstrong, and Scott Porter.
- ii. Mike Evans wants everyone to encourage other members to participate on a committee.

g. Technology

- i. Working on making the website more of a tool. Interoperability on software-create a discussion board on AAEM website.
- ii. Uploading of plans and documents, training and resources.
- iii. Need to look at changing services for the website to get more space. Only have 2mb. Committee will look into new host for website.
- iv. Max Armstrong is paying for website. If we change host service company, we need to address the billing issue.

h. Public Information

- i. Need more information on website. Deborah Gaither sent several public service announcements.

i. Business and Industry

- i. David Hartin is working with agencies to explain how we can all work together, including LEPC and businesses.

X. Committees outside AAEM

a. Disaster Recovery

1. Guidelines finalized and will be sent out in the next month. Waiting on political climate to calm down. Talked to delegates to put money in to validate fund. Will work on funding source. Have meeting in November with Brock Long, Sonny Brasfield, Mary Pons, Brian Prescott and League of Municipalities to look at possible funding sources.

- b. GIS Advisory
- c. ACCA Education
- d. Homeland Security Communication
- e. EMPG
- f. Citizen Corp Peer Review

XI. Shelter Review

- a. Committee met last week. Tier I colleges will be evaluated as medical needs shelter instead of general population shelter.

XII. Scholarship

- a. Three applications received to date.

XIII. Other Business

- a. Put a budget together for the board.
- b. Jessica Tomlin Seabrook made the motion to reimburse Roy Waite and Mindy Nash for the lunch provided. Crystal Ousley seconded the motion. All in favor. None opposed. Motion carried.
- c. AAEM has representation on the State EMS board. Max Armstrong serves on that board now. Roy Waite appoints Max Armstrong so continue to serve on that board.
- d. Legislative Conference is December 1-2, 2010 at Ross Bridge, Birmingham, Alabama
- e. Winter Workshop is January 24-28, 2010 at the Marriot, Huntsville, Alabama
- f. Eddie Hicks will be named President of the IAEM.

XIV. Next Meeting

- a. Next meeting will be held in conjunction with the Legislative Conference at Ross Bridge.

XV. Adjourn

- a. Motion to adjourn by Crystal Ousley. Seconded by Eric Jones. All in favor. None opposed. Motion carried.

Minutes prepared by: Mindy Nash (Secretary)

Minutes Approved By: Roy E Waite

Roy Waite, President AAEM

Date: 10-2-10