



OEMA MINUTES
EXECUTIVE BOARD MEETING
March 10, 2015
Elk City, Oklahoma
10:00 a.m.

1. President Roger Jolliff called the meeting to order at 10:01 a.m. Members present: Roger Jolliff, Keith Shadden, Steve Loftis, Tracey Smithwick, David Ball, Kevin Rhodes, Debra Wagner, Paula Cain, Michelann Ooten, Jimi Layman & Keli Cain, Joey Wakefield, Skip Wilkerson, Heath Underwood
 2. Minutes of February 10, 2015 meeting were reviewed. Motion to approve the minutes as amended was made by Rob Hill and seconded by Tim Craighton. Motion passed.
 3. President's minute: Jolliff commented on the success of Legislative Day. He said there was a lot of activity and discussion going on. Keli Cain reported that 71 individuals signed in that day and many more came in during the afternoon. There was a glitch in the Senate Chambers, and the emergency managers group was not recognized. Senator Newberry apologized for the mistake, may we will try a different Senator to approach next year. He also reported that Glynadee is doing much better and will be attending meetings soon. Jolliff also announced that he is arranging for a group picture to be taken at the next meeting in Moore, and asked that all be prepared for the photo.
 4. Subcommittee Reports
 - a. Financial Report: A Financial Report was provided by Glynadee Edwards, showing a balance of \$51,333.06. Cain mentioned that she had \$127.00 left after Legislative Day expenses were paid, that will be returned to the account. Glynadee Edwards asked Kevin Rhoads to mention that the Board had not been in the practice of using OEMA funds to purchase flowers for members, and that instead a collection should be taken from members for such expenditures. A motion to approve the Financial Report was made by Kevin Rhoads and seconded by Tim Craighton. Motion passed.
 - b. Committee reports:

Legislative: Frosty Peak was unable to attend the meeting. David Ball said that he had many requests for the ice cream scoop we gave out several years ago on Legislative Day. Cain agreed that the scoops were popular and will use them again next year. Ball also mentioned that there are places in the Capitol where cups are not allowed, so our use of cups for popcorn presented some problems. Cain stated that if a place could be found to print the bags, she would rather do that. Rob Hill suggested Eskimo Joe printing as an option.

Michelann Ooten provided a briefing on bills of interest. She said there are a number of bills that are dead this year, but will be brought back next year. She reminded us that existing bills must be voted on by March 12th to remain under consideration.

HB1062-amendment including requirements for generators at nursing homes and assisted living centers; evacuation plans.

HB1328-releases certain liabilities from volunteers working on the Safe School 101 program. *OEM supports*

HB1462-exempting agricultural producers from certain burning prohibitions in certain circumstances. *Please see attached bill.*

SB 249-emergency rules for counseling services during a declared disaster. *OEM is looking into this one.*

SB719-assigns coordination of Rural Fire Program to State Fire Marshall.
- Other bills of interest include HB 1075, HB 1076, HB 1737, HB 1738, SB 62, SB 189, SB 499.

She reminded members that bills that are not voted on by March 12 will come back in the second session.

Training: Keith Shadden reported that based on discussion, the 2-day classes cannot be included this year. The committee is looking at other ways to present functional needs training and would rather not have the class off site.

Communication: There was no report available. Board members mentioned several upcoming communication classes including COMT in Tulsa, COMC, and OXCOM possibly in Stillwater. A COML meeting was also mentioned but no date was given. It appears that OKWIN is ramping up across the state, but no formal word.

Certification: No report was available.

Membership: Cain reported that no new membership applications had been received.

Social Media: Jeff Smith needs access to the OEMA credit card in order to make the web page switch.

c. Area Vice Presidents reports:

Southwest: The SW Area workshop will start March 11 and there should be information available after that.

Southeast: Had a meeting with Palladino. Spotter training was held with 103 in attendance.

Northeast: Meeting was rescheduled for March 20th. Some concern was voiced over workshop dates, and other issues. Spotter training held 3/10 in Stillwater.

Central: February meeting included BART training and Rick Smith as speaker.

Northwest: Workshop is planned for Guthrie, 8-10 of July.

Several areas requested \$1000 for workshops. The question was raised about voting to approve each workshop payment individually or approve all at one time. Keli Cain mentioned the history of that decision.

A motion to approve \$1000 payment for NE Area Workshop was made by Rob Hill and seconded by Joey Wakefield. Motion passed.

Discussion continued about NE Area Workshop, with the NE Area requesting to meet with OEM officials about how to best structure the next NE workshop. Date for workshop will be changed, as contract for hotel is not final and date is too soon to plan for.

A motion to rescind the previous motion of approval for \$1000 payment for NE Area Workshop was made by Tim Craighton and seconded by Joey Wakefield. Motion passed.

5. Old Business:

There was no old business.

6. New Business:

--Discussion took place on establishing a system of checks and balances for the OEMA finances. Two additional signatures for writing checks would be helpful, as well as adding another person to the credit card. Financials are audited by a CPA annually. This is a good system, but need to release the auditor's report to the membership in the future. After discussion, the decision was made to table this item until Glynadee could be present.

--Jolliff suggested adding another award category to honor an OEM employee that is considered particularly helpful, supportive, etc. The award name considered is the OEMA/OEM Partnership Award. Based on Article 16, Section III of the OEMA Bylaws, it was decided that the award could be added at the discretion of the OEMA President. Motion to approve the award was made by Rob Hill and seconded by Kevin Rhoads. Motion passed.

7. Miscellaneous Discussion

--Rhoads reported that Glynadee asked if we could locate the minutes from when the OEMA Death Benefit was established. Cain she would locate the old minutes and find the motion.

--Shadden introduced discussion on longevity recognition, possibly at 5 year increments using pins, ribbons or stars. Coins were also mentioned. Rhoads, Wakefield and Heath Underwood will provide information on coins at the next meeting for further discussion.

8. The next OEMA meeting will be held on April 14th at 10:00 a.m. in the Moore EOC.

9. A motion to adjourn was made at 12:04 by Kevin Rhodes and seconded by Tracey Smithwick. The motion passed.

The OEMA Board reconvened to discuss the conference.

Rob Hill used previous schedule to confirm some items:

--SE Area will do banquet set-up.

--Area VPs will identify people to introduce Break-Outs. They will introduce speaker, present gift and distribute and collect evaluations.

- Heath will manage vendor area with assistants of his choice.
- Who and how will awards be done?
- Can we improve registration? Let Glynadee select those who will assist her.
- Ooten reminded us that state staff is also available to assist with some duties.
- FirstNet of IPAWS breakout? It was decided that IPAWS is currently more relevant.
- Jimi Layman will make speaker contacts.
- App or other social media type agenda? Last year had the online program that you could scan for agenda. Teach them how to use it with video, PowerPoint, in person? Are push notifications possible? Keli Cain will look into this and other angles.
- As soon as hotel contract is approved, Keli Cain will send out Save the Date notice.
- Should have hotel approval in 2-3 weeks.
- How can we make registration better/easier?
- Can we work on pay options? We will discuss this further. Keli will look at current registration form.
- Registration should be out by May 1.
- Should we charge outside vendors the same as inside vendors? Lower price?
- Is there a value in comping spaces in vendor area? Will comp 15 booths only on inside.

