

WEMA Board Meeting Minutes August 22, 2008

Board Members Present: Keith Butler, Randy Books, Cullen Peltier, Steve Haskell, Jennifer Lord-Kouraichi, Christina Muller, Jane Grabarski, Ben Schliesman

Members present: Matthew Marmor, Andrew Jennings, Nick Flugar

Others Present: Rob Rude(WEM), Larry Reed (WEM)

Participating via conference call:

Board Members: Lori Hucek, Steve Braun, Carl Stenbol

Others: Dave Duecker, Pat O'Connor, Koru Schulze – AidMatrix,

Meeting was called to order at 13:01 by Ben Schliesman

Agenda item correction by Schliesman. Item number 13 should read "Discussed" not 'approved'. Motion to approve the correction by Grabarski, seconded by Haskell. Motion to approve the minutes as corrected by Books, seconded by Peltier

Treasurer's Report

Hucek indicated the report that was furnished had an incorrect date and should read 'balance as of 4/7/08'. The current balance is \$21,602. WEMA enrollment is down, but this may be due to a 'cleanup' of the membership database in July and the list now contains only current members. WEMA has 4 or 5 out-of-state members, which is encouraging. Motion by Muller to accept the Treasurer's Report, seconded by Books.

Wisconsin Preparedness Forum

Dave Duecker, OJA, provided a detailed presentation regarding the Wisconsin Preparedness Forum II (WPF II), which is scheduled on October 27 and 28, 2008 (preceding the WEMA conference, but concurrent with the pre-conference training sessions). Duecker encouraged those who wish to participate in both the WPF II and WEMA conference to make hotel arrangements ASAP. WPF II will feature many out-of-state presenters including nationally recognized MIT faculty. Day One will be schedule with breakout sessions and a keynote presentation (topic TBD) during lunch.

Day Two will feature a Business Disruption Simulation (tabletop exercise). The portion is limited to 56-80 participants, but there may be room for some observers. Possible offer of free registration to a limited number of WEMA members who will be attending the WEMA conference. After the limit has been reached, then a nominal fee of \$15 – 25 to cover the meal/snacks costs. A discussion occurred regarding a reciprocal arrangement from WEMA to the WPF II registrants, but it was determined that situation would not be feasible. Motion by Haskell to not enter into a registration reciprocal arrangement with WPF II, seconded by Stenbol. Motion passed.

13:55 Lord-Kouraichi arrives

Volunteer Management

Presentation (via conference call) by Kory Schulze, AidMatrix regarding an online tool that can be used to assist with the coordination of volunteers/donations/warehousing of donated items. Each State will get a free portal. WEM will serve as the WI coordinating agency. Schulze can be reached at Kory_Schulze@aidmatrix.org

2009 Plan of Work

Rob Rude and Pat O'Connor presented information regarding the 2009 POW. WEM is planning to release the 09 POW info in September (to allow review prior to the 10/30 WEM All Directors meeting) The All Directors meeting will be scheduled to be completed earlier in the afternoon to accommodate the Directors with lengthy commutes.

WEM will prepare an "agency" AAR regarding the June/July flooding on 9/8/08. The other participating State agencies will prepare their AAR on 9/11/08. WEM suggested that the All Directors meeting could be scheduled prior to the 09 WEMA conference.

The ESF templates are running behind. They will not be ready on September 30th, 2008. The deadline for the ESFs will be September 30, 2011. The POW for 2009 will be straight forward with limited changes from previous years. The EPCRA funding will remain consistent with previous years.

WEM/WEMA Exercise MOU

No Longer Up for Vote—not needed by WEM.

Chapter 166 Revision

In the process of being revised. Includes administrative rules for EPCRA. This is a chance for us to get positive changes to the law. Keith Kesler from Douglas County is the Emergency Management County representative on the committee. Submit all ideas for changes to him. His number is (715) 395-1391

2008 Conference Update

Tentative Agenda discussed, Presenter's costs are covered, and attendee's cost will be \$45 for WEMA Members, \$60 for non-members. Motion by Peltier to accept conference fee structure, seconded by Muller.

Marketing

There will be many co-sponsors. The list includes *HS Today*, *Wisconsin Broadcaster's Association*, etc.

Motion by Muller, seconded by Books to accept the following vendor fee structure:

Vendors/Vendor Booth/Web-site Package,

\$325 Indoor Exhibit

\$175 Advertising

\$325 Outdoor Space

Motion to approve \$500 for WEMA Promotional Products by Peltier, seconded by Haskell.

Assistance at Conference

Need help from board to provide projectors and laptops in order to save money.
The final conference materials and agenda will be posted online.

Travel Reimbursement for Board Members

Motion by Peltier to pay for the President's Gas for this meeting, seconded by Muller,

Webmaster Position

Position vacant as of 1/1/09. It costs \$2,000 per year to maintain webmaster. Special thanks to Trina Rabida for her wonderful work maintaining the website over the past years.

By-law Changes (to be considered by Entire Membership at Annual Meeting)

At the annual meeting changing the WEMA Member's Ability to Vote (Discussed by Board at April 7, 2008 Meeting) will be considered. This proposed change to bylaws to enable all members to vote. Would be limited to one class of membership, and everyone would pay the same membership fee. Motion by Books, seconded by Grabarski to put bylaw change on agenda for October meeting. All ayes, motion passes.

WEMA Elections

The positions up for election in October are Vice-President, Secretary, and Treasurer.

WEM/OJA NIMS Advisory Committee

Peltier says that the committee is working on credentialing; trying to mirror what the Mutual Aid Box Alarm System (MABAS) has worked on. Credentialing will be a three step process. More details will be presented as they become available.

WEM/WEMA Certification Committee

There is a Training and Exercising Meeting on October 15th. Please direct any comments on the workshop to Peltier. Certification Committee will be doing a review of the certification process. Any comments can be directed to Peltier.

Next Meeting Date

October 29, 2008

Adjournment

Motion to adjourn at 15:00 made by Books, seconded by Flugar.

Respectfully Submitted,



Jennifer Lord-Kouraichi, Secretary

Special thanks to Mr. Keith Butler for his assistance with the minutes.