NORTH CAROLINA EMERGENCY MANAGEMENT ASSOCIATION

EXECUTIVE COMMITTEE MEETING

AUGUST 14, 2018

NCEMA EXECUTIVE COMMITTEE MEMBERS PRESENT:

 President: Scott Garner

 1st Vice President: Karyn Yaussy

 2nd Vice President: Brent Fisher

 Secretary: Robin Shaver

 Treasurer: Suzanne Hamby

 Chaplain: Gordon Deno

 Past President: Scot Brooks

 SERC Representative: Jerry VeHaun

 EBO Representative: Gene Booth

 EBO Representative: Mary Beth Newns

 CBO Representative: Shane Seagroves

 WBO Representative: Daniel Roten

 WBO Representative: Robin Caldwell

 Executive Director: Gary Jones

 Other Attendees: Brian Falconer (Assistant Director for Logistics)

Roll call was conducted by Gary Jones and included the above attendees. Scott Garner, President welcomed everyone and called the meeting to order.

**NC/EM Comments---Brian Falconer reporting for Director Sprayberry**

1. Hurricane Matthew Recovery continues to remain our top priority
2. Deputy Operations Chief has been detailed to DRA 17 projects
3. Currently requesting State Public Assistance Disaster Declarations for Hildebran, Blowing Rock, Marshall, Granite Falls, North Wilkesboro & Wilkesboro due to damages sustained in October 2017.
4. Working on HMGP Gap Funding Plan for Hurricane Matthew
5. Have met all standards to achieve full EMAP accreditation
6. NCEM will conduct a BEOC TTX in October
7. Have requested FEMA to review NCEM Logistics after Hurricane Season
8. Continuing to work on Automated LCF Disaster Plans
9. Emergency Services working on Force Packages for Regional Law Enforcement
10. Flood Gage Coverage continues to expand
11. HUD Monitoring Visit 31 Aug went relatively well
12. Environmental Reviews ongoing throughout Eastern NC
13. Working with Development Finance Institute on Multi-Family Housing for Kinston and Rocky Mount
14. New office space is being sought for Resiliency Section
15. CI/KR Unit is working with RTP and DHS on Critical Infrastructure Project
16. Know your Zone Program is being implemented…visiting the Counties this week
17. Hurricane Matthew Application Intake Centers continue operation in Cumberland, Edgecombe, Robeson and Wayne Counties; have opened new ones in Fair Bluff, Windsor and Kinston
18. We have 1 Matthew Disaster Survivor family in Mobile Home Units in Goldsboro…should be out by 31 Aug
19. Continuing planning for the World Equestrian Games scheduled for 11-23 Sep.
20. NFIP Outreach continues – will film promotion video with Commissioner Causey next week.
21. Brunswick Graded Exercise was 7/31 – went extremely well with Brunswick in the lead.
22. Working with Division of Prisons on Prison Safety Project.
23. Have tasked Branches to work with Counties and NWS Offices to achieve Storm Ready status
24. NGA project on Outer Banks energy resiliency continues.
25. Have requested a PA & IA Federal Disaster Declaration for Western NC Severe Weather Event.
26. School Safety Program Continues to move forward.
27. Quarterly ESF-8 Meeting on 7 Sep
28. Next SERC is 19 Oct
29. Next SRC is 18 Oct
30. SERC Reboot is underway
31. CRES-SOG with new HES data almost ready
32. We continue to move forward with our County Art collection…we totally appreciate your donations!
* Point of interest also noted by Brian was the roll-out of Phase I of the new terms onto the server. Phase II is currently being worked on and we should be seeing more capabilities.

**Spring/Fall Conference---Suzanne Hamby and Gary Jones**

* Suzanne stated that registrations packets have been mailed and beginning to get some back in.

* Also working to get the sponsors lined up for the conference.

* Angie Ledford is on leave this week; so, she asked Gary Jones to provide the following short Program Committee activity update.
	+ Early last month the Program Committee met to review all the conference session topic recommendations that had been received; and, to decide which would be best to include in the program of the upcoming Fall Conference.
	+ Then Angie assigned specific presenters to the various members of the Program Committee; for them to contact the speakers and to coordinate their participation in the conference.
	+ This contact process continues; with a large number of the speakers having confirmed their conference participation and, we have received eight speaker registration forms so far.

**Strategic Plan Update—Gary Jones**

* I would like to provide you with a quick strategic plan update for several of our committees.
* Training Committee:
	+ The recent survey effort initiated by committee chairman **Michelle Brock** to identify potential instructors to teach future EM101/102 classes resulted in the identification of ten individuals who met the instructor requirements:
		- Eight are general instructors and two will teach as “subject matter experts”
			* The SMEs are Norma Houston (to cover emergency management laws and legal issues) and, Ross Patterson (Salvation Army) (to cover both VOAD and whole community preparedness).
		- While I do not mean speak for Michelle Brock; I’m guessing she will recommend closing out the instructor task under Objective 4.2 the next time she attends one of our meetings.
	+ The Training Committee’s mentoring program activities are moving forward as well; with a number of “old timers” volunteering to participate and serve as counselors to “new comers” involved in the EM101/102 classes.
		- The next step here will be to develop some sort of a contact program via our website; to marry-up the experienced emergency managers with those new to our career field.
* Legislative Committee:
	+ Committee chairman **Brian Short** has indicated that he will now have more time to focus on committee “strategic plan” activities; now that the “*CAD changeover in his 911 center is completed*” in Vance County.
	+ Another bright spot here is that Norma Houston will be presenting a “general session” entitled “*Navigating the North Carolina Legislature*” at the upcoming Fall Conference. It will “kick off” efforts to provide local emergency managers with information and guidance to better understand the North Carolina Legislative process.
		- This will be followed by the development of a background paper (and other reference materials) to further understanding of the legislative process.
* Membership Committee:
	+ The development of an Association brochure (Objective 2.4) has been moving forward. **Kent Green** (Iredell County) volunteered to assist the Membership Committee in the development of the brochure.
		- A “draft” brochure has been developed and it has been provided to the full membership of the Membership Committee for their comment and approval.
			* Then; changes will be made to that “draft” document and the updated brochure will be provided to the Executive Committee next month for your comment and approval.
		- These activities will go a long way to close out Objective 2.4
	+ On another Membership Committee matter; two months ago, the Executive Committee was presented with a Membership Committee recommendation to “close out” Objective 6.2 (which is “…… “*Evaluate the need for specialized caucus(s) for subsets of the emergency management community*……”).
		- The recommendation was based upon the fact that this effort is already happening with the higher education community.
			* In addition; the Membership Committee was also recommending that the establishment of any additional future “caucuses” be reviewed by the Membership Committee and approved by the Executive Committee.
		- While the Executive Committee did not voice any concerns over closing out this Objective; your committee did want to wait with a final decision on this matter until a larger number of the Executive Committee members were in attendance.
			* May I ask if the Executive Committee would be willing to approve the Membership recommendation for closing out this objective?
			* The recommendation was approved.
* Executive Director:
	+ I have one “open” strategic plan objective and, it concerns the distribution of Association committee minutes to our members; which your committee had allowed to be accomplished thru posting the minutes on to our website.
		- I had been “dragging my feet” on this waiting to take action on this until the new website is “in place.”
		- However; because of uncertainties over the implementation of the new website; I will now attempt to post the committee minutes to the current website and, hope to transfer them to the new website when that site is operational.
* Are there any questions concerning any of the “strategic plan” items we have discussed?

**New Business**

 None

**Old Business**

**Higher Ed Caucus Update---Scot Brooks**

* Feels this is ready to move on to the Constitution and By-Laws Committee. Motion made by Gene Booth to move forward and seconded by Brent Fisher; motion carried.

**EM Certification Program Recertification Process---Scot Garner**

* Training and Standards Advisory Board met three weeks ago in Raleigh
	+ a total of seventy recertification request submissions were approved during the meeting.

**2018 NCEMA Award Program Update---Scott Garner**

* Nominees have been submitted for all four of the award categories.

 **Discussion of any topic presented by an Executive Committee member**

* None

**Executive Director’s Comments---Gary Jones**

* Since the “*EM Forum;*” I’ve been involved with my normal daily activities; including the answering website enquiries, publishing a couple newsletters, worked some job openings, announced several passing’s, several higher education contact issues and, I assisted Kent Green any way I could with his brochure activities. I also attended the SERC meeting last month.
* In addition; as a member of the Program Committee I have been coordinating five presentation sessions for the upcoming Fall Conference in Sunset Beach.

**Scheduling of the next meeting**

September 11, 2018 at 9:00 am

**Adjourned**