

**EMERGENCY MANAGEMENT ASSOCIATION OF TEXAS (EMAT)  
BOARD OF DIRECTOR'S MINUTES  
WEDNESDAY, JANUARY 13, 2016**

EMAT President Jeb Lacey, CEM, TEM called to order a meeting of the EMAT Board of Directors on Wednesday, January 13, 2016 at 10:02 am via conference call. Board Members participating in all or a portion of the conference call were Niki Bender, Maria Galvez, Dee Harrison, CEM, TEM, Patrice Reisen-Hicks, CEM, Francisco Sanchez, Billy Ted Smith, Susana Thorne, Cindy Mohat, CEM, TEM, Courtney Ring, and Brenda Vermillion, CEM.

EMAT Office Administrator Sheryl Anderson conducted the roll call and determined there was a quorum.

Jeb Lacey, CEM, TEM presented the minutes from the May 13, 2015 Board Meeting for approval. With there being no additions or corrections, the minutes were approved as submitted.

**TDEM Report**

No Report

**President's Report**

Jeb Lacey, CEM, TEM congratulated the Board Members and the Executive Director's office for their accomplishments in preparing for the annual symposium and on maintaining the finances. He also thanked Wendy Smith for her work with the legislature. Jeb Lacey, CEM, TEM stated that EMAT is receiving attention from state agencies for our work with the legislature and in addition, the Legislative Budget Board has approached EMAT about the association's experience on how high level funding affects emergency managers.

Jeb Lacey, CEM, TEM asked that the Board Members think about establishing an LEPC Exploratory Sub-Committee in order to obtain more LEPCs as EMAT members. He asked that the Board Members reach out to LEPCs across the state to determine what their needs are and how EMAT might help them. Billy Ted Smith suggested LEPCs be invited to the Symposium. Billy Ted Smith agreed to chair a working committee to do more research on this topic and Maria Galvez agreed to co-chair. Jeb Lacey, CEM, TEM, stated that this topic would be discussed in more detail at the next Board Meeting in February at the EMAT Symposium.

**Executive Director's Report**

Jim Coles, CAE presented the Executive Director's Report and stated that EMAT is within guidelines according to the national standards of the American Society of Association Executives. The guidelines state that a minimum of six months operating reserves should be saved for money held in reserves and in the checking account. Jim Coles, CAE, will follow up on billing for membership.

### **Financial Report**

Francisco Sanchez presented the Financial Report, which consisted of the Balance Sheet as of November 30, 2015, the Profit and Loss Report for November and the Year to Date Profit and Loss Report, as well as a Profit and Loss Comparison Statement for January 2012 – December 2015. He reported that there was a positive net income of \$11,328 due to 2016 EMAT membership dues and Symposium registrations and that there is \$30,283 in the Wells Fargo checking account as of November 30, 2015 and \$681.54 in the Wells Fargo EMAT scholarship account. There was a positive net income for the fiscal year through November 30, 2015 of \$8,828.

Jeb Lacey, CEM, TEM stated that there are two main financial issues that need to be considered: 1) How best to keep the association on more solid footing going forward; and 2) How best to gain input from others in terms of income and expense priorities.

With there being no further discussion, the financials were approved as submitted.

### **Membership Report**

Francisco Sanchez presented the membership report as well. He reported that EMAT has 353 delegate members, 12 affiliate members, 8 corporate members and 34 student members as of November 30, 2015. Francisco Sanchez suggested the reporting responsibility for the membership report be passed to the Membership and Marketing Committee and that they participate in the upcoming Board Meeting either via conference call or in person. Sheryl Anderson will produce a list of members that will be provided to the Board Members.

### **New Business**

#### **Social Media Policy**

Jeb Lacey, CEM, TEM, stated that EMAT's social media policy was adopted in 2011 and although the association abides by this policy, it has been brought to his attention that it maybe too strict of a policy. Jeb Lacey, CEM, TEM, asked that the Board Members review the current policy in order to determine if changes need to be made. He would like to address any actions needed at the next Board Meeting.

#### **Bylaws Discussion**

Jeb Lacey, CEM, TEM reported that there is an issue of inadequate representation in some of EMAT's larger regions and therefore the Board needs to consider ways to effectively represent the delegate members from those regions. It was proposed that if a region has more than 100 delegate members then they would be allotted an additional board member, however, if that region's delegate membership falls below

100, then they would lose their additional Board seat. A discussion took place about how many members serve on the Bylaws Committee. Jeb Lacey, CEM, TEM, announced that the Bylaws Committee needs more participants and that he would like to discuss these bylaw issues in more detail at the next Board Meeting.

**Committee Reports**

No Reports

**Other**

Jeb Lacey, CEM, TEM stated that a discussion about “Parliamentary Procedures at a Glance” will take place at the next Board Meeting. He asked that the Board Members review what Billy Ted Smith sent to everyone regarding procedures and rules for Board Meetings for potential adoption by EMAT’s Board of Directors.

With there being no further business, the meeting adjourned at 11:09 AM.

Respectfully submitted,

Jeb Lacey, CEM, TEM  
President

Cindy Mohat, CEM, TEM  
Secretary

Jim Coles, CAE  
Executive Director