

EMERGENCY MANAGEMENT ASSOCIATION OF TEXAS (EMAT)

BOARD OF DIRECTOR'S MEETING

TUESDAY, MARCH 7, 2017

EMBASSY SUITES HOTEL, SAN MARCOS, TEXAS

EMAT President Jeb Lacey called to order a meeting of the Board of Directors of the Emergency Management Association of Texas on Tuesday, March 7, 2017 at 11:44 am. Board Members participating in all or a portion of the meeting were Niki Bender, Maria Galvez, Dee Harrison, Patrice Reisen Hicks, Cindy Mohat, Francisco Sanchez, Billy Ted Smith, Wendy Smith, Kevin Starbuck, RJ Thomas, Susana Thorne and Brenda Vermillion. Also in attendance was Jim Coles, Executive Director.

Roll Call

Jim Coles conducted the roll call of the Board and announced there was officially a quorum of the Board present.

Presentation of the Board Minutes from February 10, 2017

Jeb Lacey presented the minutes from the February 10, 2017 Board Meeting. After a review, the minutes were approved as submitted.

President's Report

Jeb Lacey welcomed everyone to the Board Meeting and reviewed the agenda. He commented that he would like to see the Board support the next President and have the Board rally around the Officers. He mentioned the importance of attending events like the President's Reception at the Old Town Square in downtown San Marcos.

Executive Director's Report

Jim Coles reported on the activities relating to organizing the Symposium and bridging the transition with the TEM Program from UNT. He thanked the Board Members who assisted him with these activities. He mentioned that the ED Office would like to focus more on membership growth and on improving and replacing the website.

Treasurer's Report

Francisco Sanchez presented the Treasurer's Report, which consisted of the January 1-December 31, 2016 Year End Profit and Loss Report, the January 2017 Profit and Loss Report and the Balance Sheet as of February 28, 2017. He reported that for the 2016 Year End Report, there was a -\$17,998 net income due to the Symposium having fewer registrations and slower payment of membership dues. He noted that the January 2017 report had a positive net income of \$12,164 because of symposium registrations

and dues income. The Balance Sheet as of February 28, 2017 showed a positive net income of \$11,936, even without being reconciled with additional income.

Francisco Sanchez presented a draft budget for 2017, which was developed on prior year history and some increased expenses focused on membership and improving the website.

After a discussion, the Treasurer's Report and 2017 Budget were approved as presented.

Finance Task Force Recommendation to Create a Reserve Fund

Francisco Sanchez updated the Board on activities of the Finance Task Force that developed a proposal to contribute 50% of the positive net income of monthly profit and loss reports to attain a goal of \$3709 in contributions in reserves each year for a period of three years to reach a goal of \$11,127. There was discussion concerning the ability to withdraw reserve funds. It was proposed that if the amount to be withdrawn was under \$5,000, the approval could be by the Executive Committee and if over \$5,000, it would require full Board approval. It was determined that even on expenditures approved by the Executive Committee under \$5,000, the full Board would be notified of the action. A motion was made to accept the recommendation of the Task Force, as amended.

Nominating Committee Report

Nominating Committee Chair Billy Ted Smith reported that the Board Election results were; Region 1 – Cindy Mohat; Region 2 – Billy Ted Smith; Region 3 – Vacant; Region 4 – Vacant; Region 5 - Brenda Vermillion; Region 6 – Patrice Reisen Hicks; Region 7 – Wendy Smith; At Large – Dee Harrison, and At Large – Steve Rosa. He reported that the At Large election was a runoff election.

Niki Bender stated from the EMAT Bylaws that there could be no more than four members from each of the EMAT regions. She reported that after the last election, Region 2 had Maria Galvez, Billy Ted Smith, Francisco Sanchez, Steve Rosa and herself. After a lengthy discussion, the Board voted to amend the EMAT Bylaws, Article 7, I-8, line 310 to allow no more than five Board Members to represent any one region., a change from the previous 4 Board Members wording. The amendment passed without opposition.

Jeb Lacey conducted the Officer Elections. Kevin Starbuck and Patrice Reisen Hicks were both nominated for the President position. Each candidate had an opportunity to address the Board with comments. After the comments, the Board voted and elected Kevin Starbuck as President.

Francisco Sanchez was nominated for the position of Vice President. With there being no other nominations, Francisco Sanchez was elected by acclamation.

Cindy Mohat was nominated for the position of Secretary. With there being no other nominations, Cindy Mohat was elected to her second term by acclamation.

Dee Harrison was nominated for the position of Treasurer. With there being no other nominations, Dee Harrison was elected by acclamation.

Billy Ted Smith was nominated for the position of Sargent At Arms. With there being no further nominations, Billy Ted Smith was elected to his second term by acclamation.

Jeb Lacey will move and serve as the Immediate Past President. He officially passed the gavel to the new President Kevin Starbuck.

Bylaws

Jeb Lacey reported that the committee would be reviewing the bylaws to address the EMAT Regions and determine if they should be the same as the DPS Regions.

Communications

Jeb Lacey reported that Karen Adkins had informed him that she wished to step down as Chair of the Communications Committee. Kevin Starbuck will appoint a new Chair.

Legislative

Wendy Smith reported that the Legislative Committee was tracking 14 bills relating to emergency management. The most important bill is Senate Bill 2, the Revenue Cap Bill. Wendy Smith mentioned that this legislation if passed could have a large effect on First Responders. The Bill Tracking List will be sent to the Board following the Board Meeting.

Membership and Marketing Committee

Jeb Lacey reported that the Membership and Marketing Committee had done an outstanding job with planning the Symposium.

Kevin Starbuck adjourned the Board Meeting at 1:00 PM and called for re-adjournment at 3:15 PM.

President Kevin Starbuck readjusted the Board Meeting at 3:18 PM. Board Members present were Niki Bender, Dee Harrison, Patrice Reisen Hicks, Jeb Lacey, Cindy Mohat, Pat Repman, Steve Rosa, Francisco Sanchez, Billy Ted Smith, Wendy Smith, Susana Thorne and Brenda Vermillion.

Kevin Starbuck requested the ED office to send out the TDEM Conference Agenda to the Board of Directors. He will select a day and time at the TDEM Conference for the next Board Meeting.

New Business

Dee Harrison requested the Board to consider having a doctoral student send out a survey to EMAT members for her research. The survey would not be extensive. The Board agreed that the survey could be sent out to EMAT members.

Kevin Starbuck reported that he would like the Board to consider appointment of vacant Board positions. He recommended Region 3 – Christopher Boyce; Region 4 – Gary Wolfe; and Region 7 – George Garrett. The nominations were approved as presented.

TEM Applications

Kevin Starbuck requested the Board to consider the TEM Program and how it has been in a state of flux since the termination of the agreement with the University of North Texas. He proposed that an ad hoc group consisting of Jamie Galloway, Cindy Mohat, and himself, review and approve the TEM application packets.

He announced that during the TEM application reviews, the following were approved for the TEM designation. They were Chip Orton, Patrick Hughes, Marcus Woodring, Brian Brockett and Kit Marshall.

In addition, there are ten pending TEM applications that need additional documents and or experience. Kevin Starbuck and Cindy Mohat will meet with each of these applications on Wednesday, March 8, 2017 to explain what additional items are required and to offer their assistance. The ED office will supply EMAT letterhead to Kevin Starbuck.

With there being no further business, the meeting adjourned at 3:58 PM.

Respectfully submitted,

Kevin Starbuck
President

Cindy Mohat
Secretary

Jim Coles
Executive Director