



2017-2018 KEMA Board Meeting
February 21, 2018
Saline County EOC
Salina, KS

<u>Attendee</u>	<u>Representing</u>	<u>Email Address</u>
Keri Korthals	Butler Co. Emerg. Mgmt.	kkorthals@ButlerEMA.org
Butch Post	Rooks Co. Emerg. Mgmt.	rcem@rookscountysheriff.com
Laurie Harrison	Riley Co. Emerg. Mgmt.	lharrison@rileycountyks.gov
Chuck Magaha	Leavenworth Co. Emerg. Mgmt.	cmagaha@leavenworthcounty.org
Mike Selves	MAI, LLC	mike.selves@yahoo.com
Gary Middleton	MAI, LLC	MAI.LLC@outlook.com
Russel Stukey	Coffey Co. Emerg. Mgmt.	rstukey@coffeycountyks.org
Rex Beemer	Gray Co. Emerg. Mgmt.	graycoem@gmail.com
Marie Ballou	Ottawa Co. Emerg. Mgmt.	ocemballou@ymail.com
DeAnn Konkell	Sedgwick Co. Emerg. Mgmt.	DeAnn.Konkel@sedgwick.gov
Keith Haberer	Russell-Ellsworth Co. EM	russellcountiem@rfd5.org
Hannah Stambaugh	Saline Co. Emergency Mgmt.	hannah.stambaugh@saline.org
Thomas Winter	Franklin Co. Emergency Mgmt.	twinter@franklincoks.gov

1. Call to Order

President Keith Haberer called the meeting to order at 10:00 a.m.

2. Approval of Agenda

Rex Beemer made a motion to approve the agenda, Marie Ballou seconded, and the motion carried.

3. Approval of Meeting Minutes: November 8th

Butch Post made a motion to approve the minutes from the previous meeting, Marie seconded and the motion carried.

4. Treasurer's Report

DeAnn Konkell began by reporting a current balance of \$46,682.43 in KEMA's operating account and a total asset balance of \$82,160.10. She then reviewed a 2017 budget summary, noting that the membership dues receipts will not perfectly reconcile since the membership year does not coincide with the financial year. There was discussion then on the conference booths for the NWS and KDEM; DeAnn requested clarification as KDEM had not paid for their booth yet. Russel Stukey advised that they usually receive one at no charge and purchase a second; he clarified that KDEM had only one booth at this year's conference. It was suggested to either follow up with KDEM or waive the charge; no action further was taken.

The group then discussed some confusion over the annual CVENT charge. DeAnn advised that, since the 2017 payment was paid early, it does not appear on that year's financials. As a follow up to an email conversation, Gary Middleton confirmed that the recent renewal notice he received only stated that no action was due on the contract (it's in force until 2019); KEMA will owe the annual

fee for 2018. DeAnn then advised of two changes within the Foundation: there is a new Executive Director, and KEMA's "spendable" amount for the Scholarship Fund has been dropped to 4.5% from 5%. She noted that this is a reduction of about \$26 and does not drop KEMA below the \$500 disbursement needed annually for scholarships. In closing, DeAnn asked for direction on which of Doug Brown's two memorial funds the Board wanted to send a gift (former Stafford County EM). She was directed to split the gift equally between the two established funds. Laurie Harrison then made a motion to approve the Treasurer's Report, Marie seconded and the motion carried.

5. Secretary's Report

Keri Korthals began by noting that the 2016-2017 membership roster reflected 229 members, compared to the 207 on the 2017 budget report. She then reported that 167 membership forms had been received so far for this membership year. She cautioned the VPs that some members are still mailing checks and not submitting the online form, which prevents them from being added to the membership roster or receiving membership cards on a timely basis.

The Board then discussed an issue from Lane County. It was noted that, due to confusion at conference time, they had overpaid for conference and underpaid for memberships. As the financial impact was a wash, the Board elected to move their conference overpayment to a membership purchase. Laurie made the motion, Butch seconded, and it carried on a voice vote. Rex noted that he would have them complete the online membership form to ensure a proper paper trail.

Keri then relayed a request from the new State Training Officer, Mark Willis, who asked for a schedule of regional meetings. It was suggested that those regions with standing meeting dates/times place that information on the KEMA website (all others could carry the note "contact regional VP"). Those interested in publishing their meetings were advised to email that information to Keri who would consolidate and pass on to Mary Napier. Rex then made a motion to approve the Secretary's report, Laurie seconded, and the motion carried.

6. KDEM Report

Angee Morgan was unable to attend; the KDEM update was provided to the Board via email. In summary:

- a. EMPG: No budget yet for 2018. 2017 payments should be complete by the end of April. NEMA and IAEM have requested a 5% increase for 2019.
- b. EMAP: KDEM was found to be in compliance following a recent onsite assessment.
- c. New staff: Mark Willis, as noted above, is the new State Training Officer. Matt Matheis has taken the Exercise Officer position and Justin Albrecht filled a planner position.
- d. Disasters: Two active PA disasters are being worked, one using the new state-managed PA model. EMAC responsibilities will be handed off to Michigan in mid-March following a transition exercise. EOC Support Team training is being worked on.
- e. Other: EOP workshops/assistance are still in progress, as is the regional mass fatality exercise project.

7. Member/Guest Comments

None.

8. Committee Reports

a. Scholarship (Jillian Rodrigue)

Jillian was not present; the Board observed that she is currently soliciting for applications.

b. Government Affairs (Tom Winter)

Tom reported on HB 2556 which proposed establishing a state interoperability advisory committee. He advised that KDEM testified against the initial bill and Hannah advised that the KAC has had concerns about the initiative, as well. Tom noted it is unclear how this would interact or overlap with the SIEC. He then observed that the subsequent replacement bill stripped some of the authority, such as budget authority, from the original version. He advised that this standing committee would include a (non-compensated) seat for KEMA.

Tom then discussed the upcoming legislative visits, advising that he is targeting mid-April and asking for suggestions for representatives. Mike Selves recommended that he work with Teri Smith to connect with IAEM's legislative resources. Tom also noted that, in looking at the President's budget suggestions, some are reading it as an attempt to cut NWS funding. He noted that this should be a topic at the legislative visits again.

c. Bylaws (Chuck Magaha)

Chuck reported that the Strategic Plan is due to be reviewed again this year. He noted that, since it was thoroughly reviewed in 2016, it could be run through at a regular Board meeting. He also reminded the Board that an Annual Report must be assembled by the Past President. Keith suggested that a previous Past President be asked to assist, and Chuck noted that a report template does exist.

d. Conference – Site Selection (Laurie Harrison)

Laurie reported that the committee sent out RFPs for the 2020-2022 conferences and received responses back from five cities: Lawrence, Manhattan, Junction City, Mulvane and Dodge City (no response from Topeka yet). She advised that two of the sites are casinos and asked for any feedback or concerns; none was raised. Laurie then inquired about recirculating the RFP to try to generate more responses or reaching out to those who have not responded. She was encouraged to do so, especially given the fact that, under the bylaws, there is still a full year remaining to make a decision. DeAnn added that she is working on a spreadsheet that will give a better side-by-side comparison of the proposals received.

9. Reports

a. KAC (Hannah Stambaugh)

Hannah reported that the IMT presentation at the recent KAC Conference was ranked 4th out of all presentations. She noted that the EM 101 breakout was also very well received. She then advised that the membership passed a bylaw change that would restructure the Legislative Policy Committee, establishing Board members as Committee members (leaving the option open to pull in a subject matter expert). For ongoing training opportunities, she noted that the KAC is rolling out a series of webinars for counties (recorded so they can be re-watched), at a subscription cost of \$50 for 10+ webinars. She advised that KDEM will be conducting a session on Public Assistance in May.

Hannah alerted the Board to some legislation that she has been watching. She noted first that the 911 committee at the state level has been trying to mandate training and standards and also impose fees; she advised that this has met a lot of resistance. She also reported that a bill on cybersecurity was proposed that would impose very high fees for each individual who connects to a state database; it was also not well received and is being reworked.

Hannah then reported that the KAC will be discussing Keith's letter (written on behalf of KEMA and requesting an exemption to term limits for affiliate members) at the next Board meeting. She noted that, since any changes would require a vote of the membership, the earliest it could get in front of the members would be the October conference. She recommended that the Board begin searching for her successor in case this initiative is not successful. She also reminded the Board that a county cannot be double-represented on the Board even if the Board members are representing different organizations (i.e. a county's EM representing KEMA and the county's Appraiser representing the Appraisers' Association). She offered to provide a list of Board members to help pre-identify any possible conflicts.

b. SIEC (John Stradal)

No report was available, but it was noted that John has been sharing information on FirstNet.

10. Conference (Gary Middleton and Mike Selves)

a. Registration/CVENT

Gary reported that he will be taking a CVENT training webinar tomorrow, noting that the company has been pushing their more expensive live certification course. Mike reported that he is beginning to investigate speaker possibilities and warned the Board that they may be approached by unsolicited inquiries from potential speakers. He asked that any recommendations or suggestions be forwarded to him. He further advised that the Board still needs to discuss the number of break-outs, due to the cramped space.

It was then noted that, as a follow up from the last meeting, the Board still needed to address the second conference support proposal from MAI: the registration management. In response to a question about the expectations in the proposal, Gary clarified that he will not need Board participation at the registration table. Marie made a motion to accept the registration proposal, Laurie seconded and the motion carried.

Russel then reported that Randy Duncan had contacted him on behalf of the Kansas Pipeline Association inquiring about conference sponsorship opportunities. He advised that, in response to that, he had drafted some possible sponsorship tiers that could be purchased in addition to booth rental. He suggested a \$1,000 Gold tier, a \$750 Silver tier, a \$500 Bronze tier and a \$250 Friend tier. He then discussed some options on what to offer vendors in exchange for sponsorship. These included such things as premier booth space, logos on printed materials, signs announcing sponsorship of a specific break or event, etc. Rex made a motion to accept Russel's proposed sponsorship levels and direct him to further define the program. Marie seconded and the motion carried.

Chuck proposed including an alumni night at the conference, reaching out to invite individuals the association doesn't see anymore. Keith suggested that retirees be recognized at the Thursday night banquet. No action was taken.

11. Old Business

a. Invitations to Neighboring State Associations

The Board revisited the topic of providing member discounts to conference attendees from neighboring professional associations. It was noted that questions remained about how to

validate their memberships and how to offer them a member rate in CVENT. Mike suggested that Keith make contact with the presidents of these associations. The group also discussed introducing a manual registration process for these individuals; Gary spoke in favor of keeping everything streamlined within CVENT and suggested investigating the next level of CVENT services.

b. Conference Fees for Vendors

Russel reminded the Board that the current vendor contract still lists meal and banquet pricing that is below actual costs. This led to a discussion on vendor pricing in general, especially in comparison to other conferences. Rex made a motion to increase vendor fees by \$50, Russel seconded and the motion carried.

c. KEMA Cards

DeAnn updated the Board that a card was sent to a member following an emergency surgery.

12. New Business

a. Lifetime KCEM Application

The Board then reviewed the first request for a Lifetime KCEM, submitted by Teri Smith on behalf of Gary Middleton. Russel made a motion to grant Gary a Lifetime KCEM designation, Rex seconded and the motion carried.

b. KEMA Perspective

Keith asked VPs to solicit the membership for articles over the next two months, requesting that they be sent to him.

c. FirstNet

As FirstNet begins its initial roll-out, Russel advised that it will be most advantageous to current AT&T users.

d. October KAC Conference

Hannah requested suggestions for breakout sessions for the October KAC Conference.

e. Proposed Change to Healthcare Coalition Regions

The group also discussed the proposed change to the boundaries of the Healthcare Coalition regions. The Board determined that KEMA should submit a letter of response.

13. Regional Reports

Reports were tabled due to approaching weather.

14. Adjournment

Butch made a motion to adjourn, Laurie seconded and the motion carried.