



2014-2015 KEMA Board Meeting  
September 14<sup>th</sup>, 2015  
Courtyard by Marriott  
Junction City, KS

**Attendee**

Cody Charvat  
Keri Korthals  
Garry Berges  
Beth Reed  
Vaughn Lorenson  
Chancy Smith  
Gary Middleton  
Keith Haberer  
Pamela Sanders  
Darcy Gollhofer  
Jillian Rodrigue  
Brian Stone  
Byrdee Miller  
Mike Selves  
Teri Smith  
Chuck Magaha

**Representing**

Sedgwick Co. Emerg. Mgmt.  
Butler County Emerg. Mgmt.  
Geary Co. Emerg. Mgmt.  
Republic Co. Emerg. Mgmt.  
Stanton Co. Emerg. Mgmt.  
Dickinson Co. Emerg. Mgmt.  
EM Fusion  
Russell/Ellsworth Co. EM  
  
Meade Co. Emerg. Mgmt.  
Douglas Co. Emerg. Mgmt.  
Cowley Co. Emerg. Mgmt.  
Elk County Emerg. Mgmt.  
EM Fusion  
Douglas Co. Emerg. Mgmt  
Leavenworth Co. Emerg. Mgmt

**Email Address**

[cody.charvat@sedgwick.gov](mailto:cody.charvat@sedgwick.gov)  
[kkorthals@ButlerEMA.org](mailto:kkorthals@ButlerEMA.org)  
[garry.berges@jcks.com](mailto:garry.berges@jcks.com)  
[rc26@nckcn.com](mailto:rc26@nckcn.com)  
[stcoem@pld.com](mailto:stcoem@pld.com)  
[csmith@dkcoks.org](mailto:csmith@dkcoks.org)  
[gmiddleton@emfusionllc.com](mailto:gmiddleton@emfusionllc.com)  
[russellcountym@rfd5.org](mailto:russellcountym@rfd5.org)  
[pamela.sandersem@gmail.com](mailto:pamela.sandersem@gmail.com)  
[dgollhofer@meadeco.org](mailto:dgollhofer@meadeco.org)  
[jrodrigue@douglas-county.com](mailto:jrodrigue@douglas-county.com)  
[bstone@cowleycounty.org](mailto:bstone@cowleycounty.org)  
[emergencymgt@elkcountyks.org](mailto:emergencymgt@elkcountyks.org)  
[mike.selves@yahoo.com](mailto:mike.selves@yahoo.com)  
[tsmith@douglas-county.com](mailto:tsmith@douglas-county.com)  
[cmagaha@leavenworthcounty.org](mailto:cmagaha@leavenworthcounty.org)

**1. Call to Order**

President Vaughn Lorenson called the meeting to order at 4:00 pm.

**2. Approval of Agenda**

Keith Haberer made a motion to approve the agenda, Byrdee Miller seconded, and the motion carried.

**3. Approval of Minutes from the August 13<sup>th</sup> Meeting**

Cody Charvat made a motion to approve the minutes from the August 13<sup>th</sup> meeting, Keith Haberer seconded, and the motion carried.

**4. Treasurer's Report**

Beth Reed reported a current account balance of \$36,362.63, adding that she anticipated collecting around \$14,000 during the conference. Beth also distributed copies of the report that was being provided to the membership for Thursday's business meeting. Darcy Gollhofer made a motion to approve the treasurer's report, Jillian Rodrigue seconded, and the motion carried.

## **5. Secretary's Report**

Keri Korthals reported that 160 membership numbers had been issued so far for the 2015-2016 membership year. She then discussed the issues associated with having the membership year break right before the conference (September to August). This included issues with member vs. non-member conference registrations and voting. The Board discussed changing to an October-to-September membership year, but no action was taken. Darcy then questioned the refund policy, which reduces conference registration fee refunds to 50% if less than 30-days notice is given, provided there are no extenuating circumstances. Board members then discussed several refund requests. Beth made a motion to approve the secretary's report, Garry Berges seconded, and the motion carried.

## **6. Membership/Guest Comments**

None.

## **7. KDEM Report**

None.

## **8. Committee Reports**

### **a. Scholarship Committee (Jillian Rodrigue)**

Jillian began by reminding everyone of the silent auction and raffle, then moved on to announce the committee's recommendations for the first scholarship winners: Errin Mahan for the EM professional award and Stepheni Peltier for the student award. She noted that these two were the only applicants this year. Cody made a motion to accept the committee's recommendation and award the two scholarships, Garry seconded, and the motion carried. The Board then discussed EMSAK's offer to donate the balance of their funds to the scholarship fund (EMSAK had recently made the decision to dissolve their association). Board members talked about how to earmark those funds so that the gift could be recognized on an ongoing basis. Additionally, they discussed the official presentation that EMSAK would make to the fund on Thursday morning.

### **b. Governmental Affairs (Teri Smith)**

Teri advised the Board that she will be participating in the state associations' meeting at the IAEM conference in November. She asked members to let her know of any issues or best practices that she could share at this meeting. She then suggested that the Board begin making plans soon for the 2016 DC/legislative visit.

### **c. Awards Committee (Brian Stone)**

Brian confirmed that everything was in order for Thursday's awards banquet and added that Shawn Wheat agreed to be the emcee again.

## **9. Old Business**

### **a. Final 2015 Conference Details**

The Board first discussed recurring concerns about the perception of wasted food at the awards banquet. While some suggested prompting conference attendees to provide notice if they would no longer be attending the banquet, Gary reminded the Board that the counts and costs are already set with the hotel, and any cancelations

would not change this. Voting was then discussed and it was noted that, since DeAnn Konkel is a candidate, Rex Beemer had replaced her as nominations committee chair. In response to the small number of votes cast so far (35), Brian Stone observed that some members were choosing not to vote because the races were uncontested. Gary then discussed the break-out session assignments, job aids, presenter gifts, and contact lists. He also asked that all hotel concerns be run through him, rather than the hotel staff, to avoid confusion. Mike reported that there would be a dry run of the plenary sessions on Tuesday afternoon, further advising that he had obtained coordinator pictures for the slideshow for all but seven counties. In closing, Board members were reminded that registration would begin at 2:00 pm on Tuesday.

## **10. New Business**

### **a. CEPR Participation in Conference**

A request from Angee Morgan to allow CEPR members to attend the West, TX plenary session was discussed. It was agreed that they would be permitted to attend that session at no charge, but would have to pay the conference day rate if they attended the lunch.

### **b. Bylaws Discrepancy**

Chuck then referenced an email exchange about a recently-discovered missing section in the association bylaws that should have addressed President-Elect candidate eligibility. Chuck explained that a bylaw change was drafted by Melanie Lawrence and presented and approved at the annual business meeting in 2010 (that action is reflected in the minutes of that meeting). However, he noted that copies of those updates were never transferred to him to be included in the official records of the association. As a result, those changes were not carried forward when future bylaw updates were made. After discussion, the Board determined that the omission only needed to be brought to the membership's attention and the corrected document published on the KEMA website; a vote of the membership was not required since the bylaw change was already approved by the membership in 2010. Chuck advised that the corrected document would be published by October 1<sup>st</sup>.

## **11. Regional Reports from VPs**

- a. Northeast Region (Jillian Rodrigue)** – Jillian reported that their new planner recently discovered that the IS-139 (Introduction to Exercises) course is no longer accessible online and FEMA does not intend to replace it. Gary advised that he will meet with the certification committee to address that change on the KCEM end. The Board noted that KDEM will need to adjust EMPG requirements as well.
- b. North Central Region (Chancy Smith)** – Chancy reported that elections were held and he was re-elected as VP.
- c. Northwest Region (Keith Haberer)** – Nothing to report.
- d. Southwest Region (Darcy Gollhofer)** – Darcy advised that, with Byrdee's assistance, the SW region repeated the election process for vice president and Don Robertson is now

the SW region's VP.

- e. *South Central Region (Cody Charvat)* – Cody announced a leadership change in their county, advising that Kim Pennington left Sedgwick County and her deputy, Elora Forshee, has assumed the role of director over Emergency Communications and Emergency Management.
- f. *Southeast Region (Byrdee Miller)* – Byrdee reported that Byron Schultz of Neosho County was elected as the new SE VP.

## **12. Adjournment and Next Meeting Date**

Darcy made a motion to adjourn the meeting and begin assembling conference packets, Jillian seconded, and the motion carried. The next meeting is scheduled for Friday, September 18<sup>th</sup>, following the conference.