



## **WEMA Board of Directors Meeting** **May 18, 2017 10:00AM**

**Mid-State Technical College**  
**1001 Centerpoint Drive, Stevens Point WI**  
**Community Engagement Room - 634**

1. Call to Order
  - a. Meeting was called to order at 10:15 am by President Nehls.
2. Roll Call of Board Members
  - a. Rob Schmid took a roll call. This will be added later.
3. Review/Approve Minutes - January 26, 2017 board meeting
  - a. Motion made by Rob Schmid to accept minutes as distributed, seconded by Horace Staples, no discussion. Motion passed unanimously.
4. Treasurer's Report – Bobbi Hicken
  - a. 1<sup>st</sup> Quarter written report
    - i. Amy distributed the first quarter written report. Bobbi was unable to attend as she was at an exercise. Motion made by Keith Hurlbert to accept the Treasurer's Report as submitted, seconded by Tracy Nollenberg. No discussion. Motion passed unanimously.
  - b. Renewal of CD due May 25 (roughly \$7,200)
    - i. One of the CDs was moved to a new account that draws better interest rates. Another of our CDs will require renewal, and Amy asked if we would like to do the same thing with the other CD. There is approximately \$3,000 in the Paypal account, and Nick wanted to know how much cash on hand we need before the conference. Most of the costs are paid after the conference, so the only costs would be for the conference attendees' giveaways. We estimate around \$2,500 will be spent on attendee gifts and various handouts for the WEMA booth (pens, chip clips, cozies, etc.)
    - ii. UPDATE: Bobbi texted that the CD already renewed and we will be fine on money for the pre-conference costs.
5. Thank you for WEM for Governor's Conference
  - a. Amy read a thank you message from Paul and Caitlin thanking us for our contribution to the Governor's Conference.
6. 2017 IAEM Conference
  - a. Review Scholarship Application – Open May 19, 2017 – July 19, 2017
    - i. Amy updated the dates on the scholarship application. WEMA covers the costs for one Board member and one member-at-large. The scholarship covers conference registration, travel and lodging. The estimated cost is approximately \$1,500. May 19 to July 19 will be the application period. We will be picking a recipient sometime in late July. The scholarship recipient would have a 2-year obligation to participate on the Conference Planning Committee.
    - ii. There were two applications last year, but one applicant was no longer employed within the State of Wisconsin, and was no longer a WEMA member. Last year was logistically challenging, as the IAEM Conference was so close to the



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WEMA Conference. This year's conference will be held in Long Beach, CA in November.

- iii. Motion made by Joe to approve the application, seconded by Kaylynn. No discussion. Motion passed unanimously.
- iv. The application will be released early next week and all applications should be returned to Amy or Nick.

### 7. Legislative Motion 50 on WISCOM and Statewide 911 System under DMA/WEM

- a. 19 member 911 Subcommittee – “an individual recommended by a Wisconsin association that promotes emergency management”
  - i. Bobbi and Kristina both expressed interest in sitting on the Subcommittee. We are not aware of any deadlines in submitting a name for the member. As both Board members were not able to be present, we are tabling this item for a future meeting.
- b. Wisconsin Public Safety Communications Governance Assessment Report & WISCOM Report
  - i. The Homeland Security Funding Advisory Committee will most likely not meet this year due to the Federal Government's continuing resolution and subsequent short timeline for turnaround to the state. Most of the interoperability funding has ended from HS funds due to investment justifications being ended.
  - ii. Badger Sheriff's Association has a separate communications group, which Amy, Joe and Bobbi have been attending. Money has been spent on WISCOM, and they have been asking for associations' consent on allocations, rather than going to the individual counties, tribes, and municipalities.
  - iii. Keith H. discussed how Iowa County is a daily WISCOM user, and discussed the report. User fees will not likely happen, and Keith H. anticipates that his county, as well as many others, will drop off the system if they are charged fees to be on. Realistically, there is no sustainability built into the WISCOM infrastructure short of charging users to access the system.
  - iv. There was discussion about the numbers associated with the report, especially about key-ups recorded amongst daily and non-users.
  - v. WEMA cannot take a position on WISCOM in regards to funding, as it is prohibited under our bylaws. However, a position paper or white paper would be appropriate. We will be taking no action at this point.

### 8. WEMA Standing Committee Reports

- a. AUDITING COMMITTEE – Nick Flugaur
  - i. Schedule summer audit date
    - Nick needs to schedule a date for the audit, as both the Treasurer and Vice-Treasurer were unable to attend the Board meeting. According to bylaws, the Auditing Committee consists of the Vice-President, Immediate Past President, Treasurer and a member-at-large. Does the Vice-Treasurer count as a member-at-large? Discussion stated that technically, the Vice-Treasurer is not a member of the Board, so that



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person would be acceptable to be the member-at-large. Darlene Pintarro, the WC Region Alternate, expressed interest in being involved in the audit.

- b. WEMA CONFERENCE COMMITTEE – Joe Meagher
  - i. Planning meeting after today’s board meeting
    - We will be meeting after today’s meeting, so there will be no conference planning committee report.
  
- c. MEMBERSHIP & INFORMATION COMMITTEE – Natalie Easterday
  - i. Website Update – Resource Sharing Area (?)
    - Natalie was not able to attend the meeting, but she has mentioned in the past that the new WEMA website has additional capabilities that the old one did not. Would there be the possibility of having a members-only portion of the website in which we could share documents, agreements and other EM-centric materials?
    - We will follow up with Natalie on the website, user accounts/permissions, etc.
  - ii. Update on joint committee for types of membership
    - We discussed the various different issues with VOADs, private-industry, etc. The main concern for Nick is corporate/business members creating a built-in voting bloc, which could take WEMA away from its chartered mission. Kaylynn will look into how IAEM deals with different types of membership.
    - One of the other issues is tracking voting between various levels of members. In the past, Associate Members were allowed to attend meetings, but did not have voting privileges. We ran into an issue several years ago with a non-member creating issues during an annual meeting, but we didn’t know the person wasn’t a member until after the meeting. How would this be tracked? Would this create more issues than it’s worth?
    - Nick and Natalie will continue to work on this and bring an update to the next Board meeting. Various bylaws proposals would likely be needed for review at the July meeting, and ultimate approval to go forward for the October annual meeting of the association.
  
- d. CONSTITUTION & BY-LAWS COMMITTEE – Nick Flugaur
  - i. There were some small typographical changes that needed to be made. Nick made those without needing membership approval.
  - ii. The only items needing addressing would be the proposals
  
- e. LEGISLATIVE COMMITTEE(S)



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- i. WEMA/WEM CEM Committee – Darrin Gudgeon (Richland), Sheena Kohler (Rock)
  - Amy noted that in the few months since the curriculum has been released, there have been new courses offered.
  - Training offerings – FEMA/EMPP Basic Academy
    - a. We were told by WEM that these courses were not to be made off-site from Emmitsburg. However, Amy contacted EMI and they have been offering the course in a lot of states, and some are tying it to EMPG. EMI does not have money for the instructors, so they will send the curriculum and assist the state in training and selecting an instructor. They will bring a TTT to the states to help in the development of a cadre of instructors.
    - b. Would this be something that we would be interested in asking WEM to support?
    - c. Amy will talk to Gary about the possibility of bringing the course(s) to the state.
  - Proposed change to CEM courses – Update on communication
- ii. WEMA/WEM EPCRA Workgroup – Eric Burmeister (Marinette)
  - EPCRA Computer & Equipment Grant Workgroup
    - a. They will be doing the same thing this year, and will make some policy changes for next year's grants.
    - b. Joe discussed that a lot of things that they have been getting in past years are now considered ineligible. Policies have changed and nobody was made aware of the changes.
    - c. If you have concerns about changes in policy, or items that are not allowed under current guidelines, let someone on the Workgroup know.
- iii. WEM HS Funding Advisory Committee – Carl Stenbol & Natalie Easterday
  - FAC will most likely not meet this year due to the continuing resolution, and likely short timeline for funding. The required investment justifications (WSIC/STAC) are sustainment investments will continue to be funded.
- iv. WEM Comprehensive Response Workgroup – Amy Nehls & Joe Meagher
- v. Strategic Plan Workgroup – Matthew Marmor
- vi. Web EOC Workgroup – Keith Hurlburt
  - They did a TTT with the steering committee a few weeks ago. It will not be similar to E-Sponder, and is designed to be an EOC/situational awareness tool, not a document repository.



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- Keith Butler asked about the Rave notification capability. Would the capability be available if the local would pay for it? Keith Hurlburt anticipates that it will remain a state agency tool, but locals could piggy-back upon this if they want.
  
  - vii. Plan of Work Workgroup – Amy Nehls
    - This group has not met recently. They are still working on some small changes, but the pilot counties would need to start working on things soon if the beta test is going to work.
  
  - viii. Governor’s Conference Planning Committee – Keith Hurlburt
    - Most people were not happy with Chula Vista this year. However, the state is required to take the lowest bidder. Keith anticipates that WEM will expand the interaction with the Department of Tourism, because they do not have to follow all of the same rules that WEM does.
  
  - ix. State VOAD – Donna Haugom (Jefferson)
  
  - x. WICAMS Workgroup – Joe Meagher
  
  - xi. Wisconsin Land Information Council (WLIC) – Maria Nelson (Pepin)
    - The Council will be meeting next week, and Maria will be giving an update via email if something pertinent to WEMA is discussed.
  
  - xii. Wisconsin Counties Association – Judicial & Public Safety Committee – Amy Nehls & Keith Kesler (Douglas)
    - Not a lot for EM, but they are looking at the 911 funding this year.
9. Discussion on guidelines for retirement recognition (Card, Certificate, Plaques)
- a. This is a continuing discussion from Bill Stolte and Pat O’Connor. There were no guidelines for how and who.
  - b. Motion made by Nick to approve recognition items on a case-by-case basis through the Board of Directors. Seconded by Keith H. No additional discussion. Motion passed unanimously.
10. Discussion on Statewide EM MOU – Natalie Easterday
- a. Some of the WEM regions have regional MOUs for EM-to-EM assistance, and Natalie believed that a statewide agreement would be good. A brief discussion was held about the need, who would need to review, how insurance (liability, workers’ compensation) will be handled, etc.
  - b. This agreement would pre-authorize EMs to provide EM assistance to affected communities.



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c. Natalie was not in attendance, so the item is being tabled.

11. Comments from Board Members

12. General Discussion

a. There was no additional discussion.

13. Set 2017 Meeting Dates

Board Meeting - July 20, 2017 – 10AM – Noon – Stevens Point

Conference Committee – July 20, 2017 – Noon – 3PM Stevens Point

Annual Meeting - October 11 – 4:00PM – WEMA Conference – Heidel House, Green Lake

14. Adjournment

a. Motion made by Joe to adjourn, seconded by Rob. No discussion.

Meeting was adjourned at 12:04 pm.

Minutes submitted by Vice President Nick Flugaur.