



## **Minutes**

### **CESA Board Conference Call**

**3/25/19**

Board members in attendance: Dana Carey, Breanna Medina, Mary Jo Flynn, Robert Ullrey, Vicki Osborn, Ray Riordan

Staff in attendance: Andrea Messina

Guests in attendance: Jim Yoke, David Flamm from Coastal, Soraya Sutherlin

Call to Order at: 3:01pm

Approval of Minutes: Vicki made a motion to approve the minutes, Bree seconded the motion. The motion carried.

**Financial Report:** Andrea presented the February financials and the draft 2019 budget. Andrea suggested not to have the breakdown of each membership type on the financial.

Bree made a motion to not include the 4% inflation rate on the 2019 budget. Robert seconded the motion. The motion carried. The board will review the budget in more detail before the April in person meeting.

### **Chapter Updates**

**Southern:** They have been trying to increase membership through networking and education. They will be hosting some networking events. The first one will be on 4/11. There will be a program series around the EM competency document. This year is the leadership series.

**Coastal:** They had a big workshop last week with 70 people in attendance. It was a full day review of the paradise fire. CalOES and CalEMSA represented the state. They had a good discussion about EMMA and the health of the program.

**Inland:** They held their first board and general meeting with the new board. Mary Jo set up a Slack account and a few members have already joined it. They have discussed changing their status from 501c3 to 501c6. They are going to transfer funds to a different account from savings so they can earn more interest.

## Committee Chair Reports

EMMA – Donna Mayer, Mary Jo provided the report. CSTI is still working on an EMMA draft. Until the plan is finalized, CSTI will not focus funding on the online curriculum. Lindsey Stanley has been charged with completing the in-person curriculum and should have it available in mid April. There was a review and changes made today, 3/25. They are taking it to CalOES regions and then will start with train the trainer workshops with all OAs trained by May. The next SEMS advisory is not until June or July (the date hasn't been set yet).

Legislative – Matthew Hawkins: They had their first meeting on 3/15. AB 291 is a bill that has been introduced about the hazard and mitigation fund. It would provide funding for locals in a myriad of ways. The committee is interested in the bill and will be sending comments and recommendations to the CESA board.

Other bills to watch are AB 38 and AB 911, there are a few alert and warning bills, 208 is potentially a cause of conflict to dial number automatically and if the number would get blocked. We are already running into problems as it is, so it's the committee's belief that the problems need to be addressed before more legislation is enacted.

956 would limit testing alerts to no more than once per year. The last understood was two tests per year, so this would be a change to the guidelines.

Membership – Janice was not on the call

Mentoring – Brentt was not on the call

Public Affairs – Soraya Sutherland: The public affairs committee is going to meeting 3/26. They sent out a call for interest to participate on the committee. They have five active committee members. They are going to set expectations for participating on the committee and focus on objectives for the year. The committee will discuss how the role of social media account managers will work, brand strategy for all events, and review the prior strategic plan for this committee. They are also working on updating the website and newsletter frequency and how to best gather content. The conference committee has not reached out to the Public Affairs committee. Jim will tell Yoli it would be great if Todd could participate

Training and Education – Dana Carey: This committee did review the website. They don't necessarily like the social media "interface" for sharing information. Some of their committee members have a hard time accessing google drive so Dana is going to go through the orientation powerpoint verbally with the committee. They discussed using the system Group Concepts uses called Go to Webinar. **Action:** Andrea will provide Go to Webinar pricing to Dana. The training would be free for members and paid for nonmembers. They are focusing on getting the training plan and new member orientation presentation done as soon as possible.

Conference 2019 – Jim Yoke: The conference committee is focused on the theme (Resilience Never Dies), artwork, website and finalizing the marketing plan. They are working on the

sponsorship/exhibitor packet and implementing the marketing plan. The top priority is the keynote and the call for presentations. The committee has discussed some of the social activities they would like to plan for attendees. They are also talking about pre conference training and making sure they stay on track with the timeline. Dana is the board liaison and she has been participating on the conference calls. Breanna wanted to make sure that the committee is using the current social media applications that are already established.

Policy – Vicki Osborn: Vicki will be sending a few policies out for review prior to the state board meeting in April.

Awards – Vicki Osborn: Vicki will be sending the timeline for the awards process out to the chapters.

#### New/Old Business:

- Strategic planning follow up
  - Goals/Objectives for each committee – we need to wait on the survey results before the committees can come up with the goals. **Action:** Mary Jo will put together the survey analysis in order to review before the next meeting.
  - **Action:** Each committee should review the website and send changes to [heather@cesa.net](mailto:heather@cesa.net)
  - **Action:** Andrea and Heather will update the website with committee information/contact/committee roster
- Job board on website – Demo on 4/11/19 at 11:00am
- Group Concepts agreement up for renewal 5/31/19
- CESA emails for Chapter Presidents/Committee Chairs
  - It was suggested to have a CESA email address for each chapter president. **Action:** Andrea will update the website with the email addresses provided by Southern and Inland
- Who needs hotel rooms for 4/29 meeting? – Dana, Robert, Ray, Mary Jo will likely need rooms/flights to be booked
- Review of action items

#### Action Items from February:

- Janice is going to send an updated strategy for membership outreach to the board that can be reviewed and discussed prior to the next meeting.
- The committees will review the website, policies and content and send updates to the staff to update the website.

#### Action Items from March:

- Andrea will provide Go to Webinar pricing to Dana.
- Mary Jo will put together the survey analysis in order to review before the next meeting.
- Each committee should review the website and send changes to [heather@cesa.net](mailto:heather@cesa.net)
- Andrea and Heather will update the website with committee
- Andrea will update the website with the email addresses provided by Southern and Inland

Adjournment: There was a motion by Robert to adjourn the meeting. The motion was seconded by Mary Jo. The meeting was adjourned at 4:24pm