



**FEPA Board of Directors Meeting
May 18, 2017 – Governor’s Hurricane Conference
West Palm Beach, Florida
Minutes**

President Paul Womble opened the meeting and thanked everyone in attendance. He asked Executive Director Eve Rainey to perform a roll call of members participating in person as well as on the conference line to determine the presence of a quorum. Once a quorum was verified, Mr. Womble led members in reciting the Pledge of Allegiance. After completion of the pledge, Mr. Womble directed Board members to the draft minutes of the January 31, 2017 Board meeting and entertained a motion to approve the minutes as presented. Secretary John Scott moved approval with Treasurer Jonathan Lord providing a second and the minutes were approved without objection.

Mr. Womble moved to the Consent Agenda and reminded Board members that Committee, Caucus and Work Group Reports were provided to them with their meeting materials. He noted that each included updates on current FEPA programs and projects and offered an opportunity for any member to request additional information or clarification on the consent items. Receiving no requests for additional information, Mr. John Wilson moved acceptance of the consent items contained in the reports with Mr. Scott providing a second. The motion was approved without objection.

Moving to the New Business Section of the agenda, Mr. Womble called on Mr. Jeffrey Goldberg to present the Certification Commission’s items to the Board. Mr. Goldberg updated Board members on the discussion at the previous day’s Commission meeting and work to clarify the requirements of a National Health Care Certification Program offered by the National Nurses Association as well as continued efforts to promote the FEPA Health Care Certification program.

He continued his report with an update on the web based FEPA Certification Application and Review System. He noted that the Commission recommended deferring the requested action on establishing a budget to support the creation of a Request for Proposal for system design and implementation. This led to a detailed discussion on the need to establish the process flow and core features of the system before being able to move forward with system design. Mr. Womble requested a formal strategy for moving forward by the FEPA Mid-Year Work Session in August, 2017. Mr. Scott, as Co-Chair of the FEPA Technology Committee, indicated that the committee would need specific information from the Certification Commission on the features of the system within 30 days to meet the Mid-Year deadline. Mr. Goldberg indicated that the Commission had recommended reaching out to the Florida State University Emergency Management Program for assistance as a potential student project. All agreed that Mid-Year 2017 was an appropriate deadline for a Board decision on moving forward on enhancements or retaining the existing on line upload process.

Mr. Goldberg concluded the Certification Commission Report by noting that current Commission Chair Angela Allen would be stepping down as Chair at the FEPA 2018 Annual Meeting and a successor would be voted on by the Commission at their Mid-Year meeting to present to the Board for approval. Ms. Rainey noted that the Commission Report filed with the Board included an additional action item regarding a “Retired Emergency Manager” Certification category. After a brief discussion on this item, Mr. David Casto moved to table the discussion with Mr. Lord providing a second as the Board did not have sufficient information presented to them to act on the item as presented. This motion passed without objection.

Mr. Womble presented the Training and Professional Development Committee’s action items and noted under the “Participate in the Annual Meeting Committee” item he had represented the Training Committee in developing the Annual Meeting Program over the past several years. Mr. Lord, as Annual Meeting Committee Chair, noted that this was a good opportunity to remind all Committee Chairs that the FEPA Administrative Policies and Procedures include them as members of the Annual Meeting Committee. With respect to the “FEPA Academy Naming Convention” item,

Mr. Casto pointed out that this had been presented to the Board previously and suggested that the Committee better define the purpose of each level of FEPA training, before re-visiting the names for the individual training offerings. The final Training Committee request to conduct a survey to determine member input was deferred to obtain additional clarification regarding the purpose of survey and how the information will be used.

(NOTE: the Board of Directors took a short recess due to a fire alarm sounding at the meeting location; once the "all clear" was given, the Board resumed the meeting – the presence of a quorum was verified.)

As Ms. Rainey deferred her Executive Director report to other Board agenda items, Mr. Womble moved to Board Member Items for consideration. Ms. Shannon Davis-Weiner asked whether FEPA was submitting formal comments on the recently released Division of Emergency Management (DEM) EMPA Scope of Work and Budget. Mr. Womble explained that FEPA prepared a detailed review and analysis of the proposal and provided it to County Emergency Management Agency Directors for their use and consideration when commenting. This led to a discussion on how many counties had submitted comments and a concern that even though many may share the concerns that others identified it was important for DEM to hear from a majority of counties. Ms. Rainey was asked to share the original FEPA analysis as well as the DEM compilation of comments receive with the Area Governors for additional outreach to counties in their respective areas. Mr. Womble noted that outlining the specific impact the proposal will have on each program in the comments would be very effective.

Mr. Lord, as FEPA Treasurer, reported that the Association's financial position remained strong and that the traditional financial reports were presented under the consent agenda. He noted that the Registration Process for the Mid-Year Work Session would be open soon and reviewed the dates and draft agenda items with the Board. Mr. Lord added that the FEPA application for Internal Revenue Service status under 501(c)(3) was submitted on April 21, 2017 and explained that the IRS review process could take as long as several years. He thanked Ms. Rainey for her work in preparing the detailed application. Mr. Scott followed with a report on the Annual FEPA County Emergency Management Agency Program survey and indicated that 21 surveys had been completed to date. Mr. Womble asked the Board for member input on the Governor's Hurricane Conference (GHC) venue and program as he serves as a GHC Director and the conference's Annual Meeting of the Board and Officers would take place in early summer. Mr. Randy McDaniel commented that the distance from FEPA Area 1 to the GHC location had reduced many members' ability to participate. Vice-President Mary Blakeney, as Chair of the Membership and Awards Committee, reported on the current membership levels of 627 members and 19 Corporate Members.

Under Miscellaneous Matters and Announcements, Mr. Lord reminded the Area Governors of their invitation to participate a meeting regarding the Department of Transportation's "Hard Shoulders" project as an alternative to implementation of contra-flow during large scale emergency evacuations. He encouraged each Area to be represented at the meeting in Tallahassee.

After a determination that was no additional business to discuss, Mr. Womble thanked everyone for their hard work and attendance and entertained a motion to adjourn. Mr. Pete McNally moved to adjourn with Past-President Mitch Smeykal providing a second and the motion carried without objection.

Approved August 2, 2017