



FEPA Board of Directors Meeting
February 3, 2016
FEPA Annual Meeting and Work Session
Daytona Beach, Florida
Minutes

President Mitch Smeykal opened the meeting and thanked everyone for their participation and attendance. Mr. Smeykal asked Executive Director Eve Rainey to determine the presence of a quorum. After determining that a quorum was present in the room, Mr. Smeykal entertained a motion to approve the minutes of November 6, 2015 minutes as presented. Mr. John Wilson moved approval with Past-President Scott Garner providing a second. The motion passed without objection.

Mr. Smeykal moved to Officers' Reports and each officer deferred their report until specific action items that appear later in the agenda. With that, Treasurer Jonathan Lord presented the Treasurer's Report and directed Board members' attention to the detailed balance sheet for revenues and expenditures for calendar year 2015. He indicated that the Association had a good financial year with revenues exceeding expenditures and outlines several specific line items of interest. Mr. Lord also reported that revenues for the 2016 Annual Meeting looked positive and expected expenditures were in line with anticipated costs based on the number of registered participants. Mr. Wilson moved acceptance of the Treasurer's Report with Mr. Garner providing a second for the motion. The motion carried without objection.

Moving to Committee Reports, Mr. Lord continued with the Annual Meeting Committee Report and briefed the Board of Directors on the details of the 2016 Annual Meeting. He reminded Board members to thank the exhibitors and meeting sponsors that make the Annual Meeting successful. Mr. Lord announced the dates and location of the 2016 FEPA Mid-Year Work Session at the Hyatt on Sarasota Bay and indicated that FEPA will again charge a modest registration fee to offset costs for meeting amenities.

Under the Legislative Committee Report, Mr. Alan Harris introduced Dr. Claire Knox with the University of Central Florida (UCF). At FEPA's request Dr. Knox led a UCF research study on "Critical Incident Stress Management of the Local Emergency Manager in the United States". Dr. Knox shared the technics, findings and detailed information regarding the study with the Board and suggested that further study and follow up would be needed to further determine specific effects and impacts on Florida emergency managers. The Board asked Dr. Knox to provide them with an estimate of the funds needed to support the additional research and also suggested that a more details presentation of the study and results would be appropriate for the Mid-Year Work Session. Board members expressed their appreciation to Dr. Knox for undertaking the study and for attending the meeting in person to outline the findings. Ms. Rainey continued the Legislative Committee report with an update on Legislative action on substantive bills being tracked by FEPA as well as work on the Fiscal Year 2016-17 General Appropriations Act.

Secretary Mary Blakeney followed with the Membership and Awards Committee report and shared the current membership numbers with the Board for regular, student and corporate membership categories. Ms. Blakeney outlined the program for the Thursday morning FEPA Awards ceremony and thanked the members of the Awards Committee for their hard work. Ms. Blakeney concluded her report with an update on committee activities related to the revised awards submission and review process, the updated "What is a FEPA" presentation that was used during the FEPA orientation session and work on the new FEPA website design and

content. Parliamentarian Ed Ward indicated that no new proposals are under review by the Resolution and By-Laws Committee. Paul Winter followed with the Certification Commission Report and listed the four individuals recommended for approval under the FEPA Instructor Certification Program as well as the revised Certification Commission structure to incorporate the Instructor Certification component. Mr. Harris moved approval of the revised structure with Mr. Smeykal providing a second. The motion passed without objection. Mr. Winter continued his report by outlining the recommend members of the Commission with Mr. Harris and Mr. Randy McDaniel providing a motion and second to approve the slate of commission members. This motion passed without objection. To complete his report, Mr. Winter listed FEPA members recommended for Certification and Recertification for the Class of 2016. Mr. Harris moved approval of the list as recommended with Mr. Pete McNally providing a second. The motion passed without objection.

Mr. Ward followed with the Nominating Committee Report and outlined the format and process for the FEPA Officers Election and Area Caucuses scheduled for the Thursday morning FEPA General Membership Business Meeting. Mr. Judd Wright followed with the Training and Professional Development Committee report and asked the Board to defer action on the FEPA Academy naming convention project. He explained that there continued to be a lot of adjustments being considered with the various federal and state training programs and until these were resolved, he recommended that the Board should reserve action on this item. Mr. Wright reminded the Board of the dates for the 2016 FEPA Intermediate Academy at Camp Blanding and President Elect Paul Womble followed with an update on the revised detailed Plan of Instruction for the Intermediate Academy. Mr. Harris made a motion to delegate approval of the final Plan of Instruction to the FEPA Executive Committee. Chaplain Roger Hagan provided a second for this motion that passed without objection.

Ms. Rainey reported that the FEPA Public Private Partnership Committee did not meeting and that the Higher Education Committee is recommending consolidation of its sub-committees under a Chair and Co-Chair structure. Mitigation Committee Chair, Cecilia Patella reported on the committee's activities and updated the Board on recent actions on Local Mitigation Strategies, the Division of Emergency Management's Sinkhole Study. Board members discussed the need for a prioritized listing of state directed mitigation projects. Mr. McNally reported on the Emergency Management Accreditation Program (EMAP) Committee meeting and their work on aligning EMAP requirements with existing local program requirements and grant deliverables. Technology Committee Co-Chair John Scott followed with an update on Committee projects including the Statewide Emergency Alert and Notification (SEAN) project and suggested activities under the Phase II implementation component as well as the website update project being completed with the collaboration of the FEPA Membership and Awards Committee. He indicated that the beta version of the website will be presented to the membership at their meeting tomorrow and the existing website would continue to be used for the Certification Commission functions due to the file uploading and sharing attributes. Mr. Womble added information on the progress of the FEPA WebEOC work group that continues its monthly calls and will be part of the June WebEOC Users Group meeting in Sarasota, Florida.

Ms. Sandra Tapfumaneyi reported on the progress of the State Mass Care Work Group which under the leadership of State ESF 6 Mass Care director Peter Newman is serving as a forum for recommended solutions for shelter staffing and other mass care issues. She reported that the group was working closely with representatives from the American Red Cross and other mass care partners to determine the existing service gaps and methods to remedy potential shortfalls.

Follow this report each Area provided a brief update on activities in their geographic regions focusing on personnel changes and on-going projects. Following these reports, Mr. Smeykal briefly thanked all Board members for their hard work and support during his tenure as FEPA President. There being no additional business to conduct, the meeting was adjourned.

Approved May 12, 2016