



**FEPA Board of Directors Meeting
August 2, 2017 – FEPA Mid-Year Work Session
Panama City Beach, Florida
Minutes**

FEPA President Paul Womble opened the meeting and thanked everyone for their attendance. He asked Executive Director Eve Rainey to verify the presence of a quorum. Once a quorum was established, Mr. Womble led participants in the Pledge of Allegiance. Treasurer Jonathan Lord made a motion to waive the reading of the minutes of the May 18, 2017 meeting and approve them as presented. This motion was seconded by Secretary John Scott and passed without objection.

Mr. Womble moved to the consent portion of the meeting and directed Board members' attention to the reports provided to them with their meeting materials. The reports included updates on FEPA projects and programs as well as the Association's financial reports. Mr. Scott moved approval of the reports and items presented as part of the consent agenda and Past-President Mitch Smeykal provided a second for this motion. The motion passed without objection.

Board members moved to the New Business portion of the agenda and proposed items for Board action and input. Mr. Shayne Morgan, Secretary for the Certification Commission advised the Board that the Commission is scheduled to elect a new Chair at their Mid-Year meeting and will present their recommendation to the FEPA President for concurrence. Mr. Morgan also advised that a new Commissioner, Jessica Geib with the Salvation Army was recommended for approval as a Commissioner representing FEPA Area 2. Area 6 Governor, Mr. John Wilson moved approval of Ms. Geib pending the Commission's concurrence with Vice-President Mary Blakeney providing a second, and the motion passed without objection. The Commission's report also included an update on the on-line Certification application and review project and Mr. Womble indicated that this project was a priority for the Association.

Mr. Womble continued to report on behalf of the FEPA Training and Professional Development Committee. He indicated that the Committee is requesting Board approval to schedule and conduct the 2018 Intermediate Emergency Management Academy at Camp Blanding, Florida. The Board discussed options to fund the Academy as well as the need to develop and analyze data on the characteristics of Academy attendees to validate the effectiveness of the curriculum as well as to track the return on investment in terms of their professional development and service in the field of emergency management. Mr. Womble reported on the success of the collaboration with the Division of Emergency Management (DEM) for financial and training materials support for past Intermediate Academies. DEM Chief of Staff Wes Maul indicated that FEPA could expect that this partnership would continue for the 2018 Academy offering. Ms. Blakeney requested that the Training and Professional Development Committee develop questions for a survey of Academy attendees to begin the data collection process outlined above. Multiple Board members also offered suggestions for methods to promote attendance and highlight the unique training opportunity provided by the FEPA Intermediate Academy.

Mr. Bill Johnston followed with the Municipal Caucus report and advised the Board that the caucus had made great progress with the development of the county emergency management survey instrument. He reported that the survey was in its final draft of revisions as well as the suggested methodology to issue the survey through the Florida League of

Cities. Board members suggested the development of a cover letter for the survey outlining its purpose and focus as well as using the network of FEPA Area Governors and County emergency management programs to promote participation. Given the Board of Director's meeting schedule, it was suggested that the FEPA Executive Committee be authorized to approve the final survey document and methodology once it is finalized. Area 7 Governor Charles Cyrille made a motion to authorize the Executive Committee to take this action. This motion was seconded by Area 1 Governor Randy McDaniel and passed without objection.

Moving to reports, Ms. Rainey advised the Board that the Association had not yet received feedback from the Internal Revenue Service (IRS) regarding the FEPA 501(c)(3) application. Mr. Lord acknowledged that IRS will likely request additional information regarding the Association's By Laws and Administrative Policies and Procedures. John Scott, as FEPA Secretary, asked the Board for their input on the revised agenda configuration to include a consent agenda and items needing Board action. The Board recommended that with the move to a consent agenda that the reports provided in the agenda package be share with the membership and posted to the FEPA website. Mr. Lord, as FEPA Treasurer, reported on the project costs of the FEPA Annual Meeting and related hotel room rates and amenities. He stressed the importance of supporting the Association by staying at the host hotel as that revenue offsets costs to FEPA for meeting space and support. Mr. Lord then outlined the FEPA meeting schedule and locations through the 2019 Annual Meeting. Vice President Mary Blakeney commented on the many accomplishments of the FEPA Committees, Working Groups and Caucus and promoted use of these groups' reports to the Board to communicate this information to the membership. Mr. Womble outlined FEPA's participation in the statewide discussion on the county base grants and use of the Association to facilitate the dialogue among the 67 county programs.

Mr. Womble opened the floor to Board Member reports. Area 5 Governor Eric Alberts noted the expanding emergency management presence in the private sector as well as hospitals, schools and airport sectors and suggested that outreach to these groups would be beneficial for member recruitment and retention. Ms. Rainey reported on the FEPA letter of support for the University of Central Florida's pursuit of approval to offer Bachelor's and Master's degrees in emergency management. Ms. Blakeney reported that Palm Beach County governmental affairs officials are working on draft legislation regarding public records exemptions for damage assessment and shelter census information that would need the full support and energy of the Association's membership to be successful. Under Area reports the Board received updates on programs and activities across the state as well as key personnel changes in emergency management agencies.

Mr. Bill Johnson updated the Board on the Domestic Security focus group activities affecting emergency management programs. He also reported on the Radiological Emergency Preparedness Task Force activities and potential action by the Task Force to become a recognized FEPA Working Group. Mr. Johnson advised that the Task Force would meet later in the month to develop a formal recommendation to present to FEPA for consideration.

There being no additional business to consider, a motion was made and seconded to adjourn the meeting and passed without objection.

Approved November 8, 2017