

**Santa Clara County Emergency Managers Association
Executive Board
April 12, 2018, 10:00 a.m.
CALL – IN**

Member	Present	Absent
President - Ponce	X	
Vice President - Schoenthal	X	
Secretary - Hovey	X	
Treasurer - Martinez	X	
At Large - Private - Filippuzzi		Resigned
At Large - Public - Yin	X	

APPROVED MINUTES

- I. Meeting called to order by President Ponce at 10:00 a.m.
- II. Agenda Corrections - None
- III. Meeting Minutes
 - a. Approval of March 8 Board Minutes
MOTION to approve – Ms. Ponce
SECOND Mr. Yin
Unanimous approval
 - b. Recommendation for approval of February and March Member minutes
MOTION to approve – Ms. Hovey
SECOND – Ms. Ponce
Unanimous approval
- IV. Correspondence
 - a. Rick Filippuzzi – Resigning from Board. He has taken a new position and is no longer in the private sector.
 - b. MesotheliomaFund – Requested we put their link on our website. ACTION: Ms. Hovey to respond and tell them it is not appropriate for our website.
- V. Treasurer’s Reports – Ms. Martinez
 - a. Account Audit – Ms. Ponce and Ms. Hovey will meet with Ms. Martinez to review the books.
 - b. Annual Budget – Is being sent out for review.
- VI. Upcoming Meetings
 - a. April 19 Member Meeting – Sheriff’s Auditorium
 - i. Meeting will start with reports and then move upstairs to County OES for a Yellow Command EOC mid-planning exercise meeting.
- X. Old Business
 - a. Review Bylaws – Board members to review the bylaws and plan for full membership review.
ACTION: Ms. Hovey to send out the Draft Bylaws Timeline
Ms. Martinez suggested we create a Board Timeline of important annual dates and the group agreed. ACTION: Ms. Hovey to create a Timeline and send out for review.
 - b. Board Policy A-2 proposed update
MOTION to approve – Ms. Schoenthal
SECOND – Ms. Ponce
Unanimous approval

- c. Board Voting Policy A-4
MOTION to approve – Ms. Martinez
SECOND – Ms. Hovey
Unanimous approval
- d. Board Recognition Policy A-5
MOTION to approve – Ms. Schoenthal
SECOND – Mr. Yin
Unanimous Approval
- e. Training opportunities – Ms. Hovey presented a list of possible training topics gathered from prior EMA meeting. Ms. Schoenthal suggested we reach out to Darrell Ray and ask him to let us know when UASI is planning for next year. We may be able to propose topics and get funding support.

XI. New Business

- a. Replace Member At Large Private – ACTION: Reach out to Dan Bobier and invite him to be the Private Sector Member at Large.

XII. Good of the Order

Ms. Schoenthal will not attend Board or Member meetings in May.

MOTION to adjourn Board meeting and convene Membership Committee – Ms. Schoenthal

SECOND – Ms Ponce

Unanimous Approval at 10:55 a.m.

VII. Adjourn Board meeting and convene Membership Committee

- a. Review applications
 - i. Geoffery Tull, St Louise Regional Hospital
MOTION to approve – Ms. Ponce
SECOND – Ms. Schoenthal
Unanimous approval
ACTION: Ms. Hovey to notify Mr. Tull

VIII. Adjourn Membership Committee

MOTION to adjourn Membership Committee meeting – Ms. Schoenthal

SECOND - Mr. Yin

Unanimous approval at 11:04 a.m.

Next Member Meeting: April 19, 2018 9:00 a.m.

Next Board Meeting: May 10, 2018 10:00 a.m.