

**Santa Clara County Emergency Managers Association  
Executive Board  
November 3, 2016 2:00 p.m.**

<b>Member</b>	<b>Present</b>	<b>Absent</b>
President – Mata	X	
Vice President – Shackel	X	
Secretary – Hovey	X	
Treasurer – Martinez	X	
Member-at-Large – Rainey		A
Member-at-Large – Scott	X	
Immediate Past President - MacKenzie		A

**APPROVED Minutes**

**Meeting called to order at 2:02 p.m. by President Mata**

**Agenda Additions/Deletions – None**

**Meeting Minutes**

- a. Approval of October Board Meeting Minutes – N/A no meeting was held
  - b. Review for member approval – October 20 member meeting minutes
- MOTION TO RECOMMEND APPROVAL TO THE MEMBERSHIP – Mr. Mata  
SECOND – Ms. Martinez  
UNANIMOUS APPROVAL

**Correspondence – Ms. Hovey**

- a. Rick Filippuzzi submitted a letter suggesting EMA meeting ideas to test our Local Hazard Mitigation Plan. The Board reviewed and suggestions and will pass on to the next Board.

**Treasurer’s Report – Ms. Martinez**

Checking Account – Citibank account has been closed. Eventbrite for membership tied to Citibank is also closed. Checking account balance is \$7056.46

ACTION: Ms. Martinez to set up new 2017 Eventbrite tied to Wells Fargo account.

**Meetings**

- a. November 17 – Sunnyvale Station 5 – Mitigation Plan – Darrel Ray and County Maps – Doug Schenk, SCVWD annual Anderson Dam presentation and Inundation Map explanation. Tour of Station 5. Parking in the back, no special permits.
- b. December – Volunteer of the Year Awards & Meeting – Ms. Hovey reported that Levi’s Stadium is unable to host in 2016 but put us on their calendar for 2017.

EMA meeting will be held from 9:30-11:00 a.m. (possibly at Sunnyvale DPS if the restaurant can't accommodate) and the luncheon from 11:30 a.m. to 2:00 p.m. (Registration at 11:30, program from 12:00-1:30 p.m. and out by 2:00 p.m.)

ACTION: Mr. Mata will check with Tarragon, Domain Hotel and Faz Restaurants for availability.

ACTION: Ms. Hovey request submissions for Volunteer of the Year and Emergency Manager of the Year.

c. Topic idea - Lisa Schoenthal lessons learned from Proclamation from fire – referred to 2017

### **Committee Reports**

a. Membership Committee – Ms. Hovey

Review applications - No new membership applications

b. Discussion of Member Benefits and membership fee for 2017

ACTION: Ms. Martinez will have new Eventbrite set up before the next member meeting. We will have 50% off membership until January 30.

ACTION: Ms. Hovey to ask about restrictions to what must be public information for a 501(c) 3. Agendas or other documents should be public?

ACTION: Ms. Martinez will set up a members only password for the website on Dec 31, 2016.

Member benefits will have access to the meeting contents and information links. Only calendar and agenda will be on public site.

### **Old Business**

a. Review of any votes that took place via email between meetings – Ms. Hovey - None

b. EMA Plaque – Mr. Mata – Still waiting a call back from David Flamm.

ACTION: Mr. Mata to try to contact Mr. Flamm today.

### **New Business**

a. EMA sponsored training - Discussion of training ideas.

ACTION: Bring speaker suggestions to the next meeting. Solicit ideas at member meeting.

b. Election of new officers

MOTION TO OPEN NOMINATIONS – Mr. Mata

SECOND – Mr. Shackel

ACTION: Ms. Hovey announce opening of nominations and post officer duties on the website

c. Good of the Order

Next Member Meeting: November 17, 2016 p.m.

Next Board Meeting: December 1, 2016 at 2:00 p.m.

Meeting adjourned at 3:00 p.m.