

**Santa Clara County Emergency Managers Association  
Executive Board  
November 8, 2018, 10:00 a.m.**

**APPROVED MINUTES**

<b>Member</b>	<b>Present</b>	<b>Absent</b>
President - Ponce	X	
Vice President - Schoenthal		X
Secretary - Hovey	X	
Treasurer - Martinez	X	
At Large - Private - Bobier	X	
At Large - Public - Yin		X
Immediate Past President - Mata		X

- I. Meeting called to order by President Ponce at 10:02 a.m.
- II. Announcements/Agenda Corrections - None
- III. Meeting Minutes
  - a. Approval of Oct 11, 2018 Board Minutes  
MOTION to approve Oct 11 Board Minutes – Ms. Ponce  
SECOND – Mr. Bobier  
UNANIMOUS APPROVAL
  - b. Recommendation for approval of Oct 18 Member minutes  
MOTION to recommend Oct 18 member minutes for approval with addition of info from Darrel Ray – Ms. Ponce  
SECOND – Mr. Bobier  
UNANIMOUS APPROVAL
- IV. Correspondence
  - a. Paul Marshall request for letters against the closure of Reid-Hillview airport. – Ms. Hovey sent an email to membership asking for letters.
- V. Treasurer’s Reports –Martinez  
\$5149.53 No deposits or charges. Ms. Martinez will set up the Eventbrite for membership renewal.
- VI. Upcoming Meetings
  - a. November Member Meeting – Sheriff’s Auditorium – Water District Dam Report and David Flamm – Lessons Learned North Carolina.
  - b. Snacks – SCVWD
  - c. December –New Officers announced. Public Health presentation on flu.
- X. Old Business
  - a. New Member Packet – Ms. Hovey – No progress
  - b. Volunteer of the Year – Invitation going out today.
  - c. Bylaws process – Committee will meet to discuss revisions this Friday.
- XI. New Business
  - a. Operational Area defined for planning – Ms. Hovey reported that there was a discussion at the last EMA meeting about Operational Area inclusion of some of our private partners. Ms. Hovey will present a written proposal to OAS to develop a guidance document outlining how organizations are included in Operational Area coordination.

XII. Good of the Order - none

VII. Adjourn Board meeting and convene Membership Committee

a. Review applications - None

VIII. Adjourn Membership Committee

MOTION to adjourn the meeting – Mr. Bobier

SECOND – Ms. Hovey

UNANIMOUS APPROVAL

Meeting adjourned at 10:48 a.m.

Next Member Meeting: Nov 15, 2018 9:00 a.m.

Next Board Meeting December 6, 2018 10:00 a.m.