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CITY OF SAN JOSE

**SANTA CLARA COUNTY EMERGENCY MANAGERS ASSOCIATION**

**Membership Meeting**

**Thursday, May 19, 2016**

**9:00 – 11:30 a.m.**

**Sunnyvale Department of Public Safety  
700 All America Way upstairs classroom**

*SCCEMA encourages networking so those working in the emergency management field share business cards and get to know their counterparts before a real emergency happens.*

**9:00 - 9:30a.m.**

**Meet and Greet (for SCCEMA members and guests)**

**Member Meeting**

**A G E N D A**

1. Call to Order
2. Welcome and Safety Briefing
3. Membership Meeting Minutes
  - a. Board recommendation to approve February 25, 2016 and March 17, 2016 Member Meeting Minutes
4. Presentation: Sheltering lessons learned from Sunnyvale Apartment Fire – Vinny Mata, SVDPS
5. EMA Reports
  - a. President
    - i. Operational Area Council
  - b. Treasurer
  - c. Announcement of New Members  
Individual Memberships: Michael Taylor, City of Saratoga; Steve Peterson, Alameda County Water District; Toni Charlop, City of Milpitas; Ken Hulick, unaffiliated from Morgan Hill and Group Membership, Santa Clara University
6. Other Reports
  - a. State
  - b. Operational Area/County
    - i. Operational Area Signatories
  - c. CERT Subcommittee
7. Old Business
  - a.
8. New Business
  - a. Need meeting venues for July, August and November
9. Announcements
10. Meeting Adjournment

*The next EMA Membership Meeting and Event will be Thursday, June 16, 2016 at County OES. Meeting details will be at [www.sccema.com](http://www.sccema.com) on the calendar.*

**SANTA CLARA COUNTY EMERGENCY MANAGERS ASSOCIATION**  
**Membership Meeting**  
**Thursday, May 19, 2016**  
**9:30 – 11:30 a.m.**  
**Sunnyvale DPS, 700 All America Way, Sunnyvale**

***APPROVED Minutes***

**1. Meeting called to Order** 0942 hours by President Mata

**2. Welcome, Safety Briefing and Introductions**

**3. Membership Meeting Minutes**

- a. Board recommendation to approve February 25, 2016 and March 17, 2016 Member Meeting Minutes

MOTION to approve Feb 25 and March 17 member meeting minutes - Lynn Brown

SECOND - David Flamm

UNANIMOUS APPROVAL

**4. Presentation: Twin Pines Fire Care & Shelter Operation– Vinny Mata, SVDPS**

Full presentation notes on website.

**5. EMA Reports**

- a. President

- i. Operational Area Council – Next meeting is May 26<sup>th</sup> at 1:30 p.m.

- b. Treasurer – Cindy Martinez

Ms. Martinez presented the EMA Budget for 2015 and the projected budgeted for 2016. We can discuss at the next meeting after everyone has a chance to look at it.

We are in the process of switching banks to avoid Citibank monthly fees.

Current Balances: CitiBank \$1387.54 and Wells Fargo \$6000.

Q – What are we going to do with all the money?

A – We plan to use it to bring in presentations/training that costs money. If you have ideas, please let us know.

- c. Announcement of New Members

Individual Memberships: Michael Taylor, City of Saratoga; Steve Peterson, Alameda County Water District; Toni Charlop, City of Milpitas; Ken Hulick, unaffiliated from Morgan Hill and Group Membership, Santa Clara University

**6. Other Reports**

- a. State – No Report

- b. Operational Area/County – David Flamm – Wrapping 2015 grants and 2016 proposals for grants. Will be going to OAC next week for approval. LHMP sending out a notice of intent. We have selected a contractor. Will notify everyone of the next 6 months planning program. Op Area training team is working on an elected officials training course. RFP for the back end of AlertSCC is being prepared now. Will reach out to the membership for input. We are updating our EOP. State is looking for 20 people to volunteer to be part of a focus group to talk about a volunteer coordinator position in the EOC. June 21 in Dublin. Let County OES know and they will advise County OES.

- i. Operational Area Signatories (OAS) – nothing to report
- c. CERT Subcommittee – Mr. Mata – Has been under EMA for many years. Had a conversation with Op Area Signatories and EMA Board. Decision to move from EMA to the Op Area Signatories. Next OAS meeting will have more of a discussion on how this will look. CERT is a jurisdictional component. We want to help to get more support from the jurisdictions. David Flamm - Op Area advisory groups are going to be established and CERT will be one of them. Will report more at subsequent EMA meetings.

## **7. Old Business**

a.

## **8. New Business**

- a. Need meeting venues for July 21, August and November

## **9. Announcements**

Lisa Schoenthal – Santa Clara OES – 2015 Nepal Earthquake and Amateur Radio involvement. Ham Radio and CERT. June 2 7:00-8:30 p.m.

Mr. Mata – Disaster Psychology class by SF CARD will be CADRE workshop on Critical Incident Stress, EMQ Families First.

County Fire Community Education and Training Services has developed an online G606 training. Available to all the membership.

Roy Shackel - June 8 0800-1300 hours Santa Clara Valley Water District Anderson Dam functional exercise. Gilroy will also be doing an exercise. If you would like to assist or be an observer/evaluator please contact Mr. Shackel.

Chief – Roger Bloom – NASA June 8 & 9 Countywide Wildland drill at Grant Ranch. This is my last meeting as the County Chief's Liaison. Will be looking for my replacement.

## **6. Meeting Adjournment**

11:59 a.m. meeting adjourned

Next meeting June 16 at County OES 55 W. Younger Ave., San Jose

# SCCEMA 2016

## Santa Clara County Emergency Managers Association

PO Box 18952, San Jose, California 95158



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### CITIBANK

Previous Balance	\$7,603.24	balance on 01/01/16
Total Income	\$2,506.61	
Total Expenses	\$8,722.31	
Current Balance	\$1,387.54	as of 04/30/16
<b>Change in Treasury: (\$6,215.70)</b>		

Amount	Description	Transaction date
\$ 209.84	Eventbrite Credit	01/07/16
\$ 222.85	Eventbrite Credit	01/20/16
\$ (67.43)	Check 1102 Awards for CD-MH	01/26/16
\$ (21.06)	Check 1108 Plaque paper-MH	02/01/16
\$ (26.00)	Check 1107 Survey Monkey-MH	02/01/16
\$ (159.00)	Check 1109 Weebly renew-MH	02/01/16
\$ (260.13)	Check 1104 Frames Dec.-MH	02/01/16
\$ 184.52	Eventbrite Credit	02/03/16
\$ (46.83)	Check 1106 Yahoo Domain-CM	02/04/16
\$ 241.40	Eventbrite Credit	02/17/16
\$ (140.06)	Check 1110 Dec event reimb-CI	02/23/16
\$ 263.34	Deposit	02/24/16
\$ 496.85	Eventbrite Credit	03/03/16
\$ 111.66	Deposit	03/10/16
\$ 123.05	Eventbrite Credit	03/17/16
\$ (1,000.00)	Check 1100	03/23/16
\$ (5,000.00)	Check 1112	03/25/16
\$ 444.91	Eventbrite Credit	04/05/16
\$ (2,001.80)	Check 1111 49er Stadium-Dec e	04/11/16
\$ 208.19	Eventbrite Credit	04/19/16

### WELLS FARGO

Previous Balance	\$0.00	Account opened on 03/22/16
Total Income	\$6,000.00	
Total Expenses	\$0.00	
Current Balance	\$6,000.00	as of 04/30/16
<b>Change in Treasury: \$6,000.00</b>		

Amount	Description	Transaction date
\$ 1,000.00	Deposit	03/22/16
\$ 5,000.00	Deposit	03/24/16

### Total Balance

Balance Citibank  
\$1387.54

Balance Wells  
\$6000.00

Total cash  
\$7387.54



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**2016 Annual EMA Budget  
(Projected)**

<b>2015 End-of-Year Balance</b>		<b>\$7603.24</b>	
	<b><u>2016 Revenue</u></b>	<b>(estimate)</b>	
	\$85.00 Group	25	\$2125.00
2016 Dues Revenue	\$45.00 Individual	25	\$1125.00
	\$20.00 Associate	2	\$40.00
	Volunteer of the Year (ticket sales)\$25pp	65	\$1625.00
<b>2015 Projected Income</b>		<b>\$4915.00</b>	
	<b><u>2016 Expenses</u></b>		
Admin	PO Box		\$124.00
Citibank	Monthly Service Fees		\$144.00
Conference Baskets	CESA and CADRE Baskets		\$200.00
Condolence Fund	Flowers, Contributions, etc.		\$200.00
Taxes	Franchise Tax Board / Sec of State		\$70.00
Misc. Expenses	Membership/Board Approval		\$150.00
Training	TBD		\$1011.00
Volunteer of the Year	Plaques, Equipment / Misc Fees		\$450.00
Volunteer of the Year	Catering \$25pp		\$1625.00
Website	Domain fee (Website \$159 due Jan 2017)		\$11.00
<b>2016 Projected Expenses</b>		<b>\$3985.00</b>	
<b>2016 Projected End-of-Year Balance</b>		<b>\$8533.24</b>	