

**Santa Clara County Emergency Managers Association
Executive Board
October 11, 2018, 10:00 a.m.**

APPROVED Minutes

Member	Present	Absent
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. Welcome 10:02 meeting called to order by President Ponce.
- II. Announcements/Agenda Corrections - None
- III. Meeting Minutes
 - a. Approval of Sept 13, 2018 Board Minutes
MOTION to approve – Ms. Ponce
SECOND – Ms. Martinez
UNANIMOUS APPROVAL
 - b. Recommendation for approval of Sept 20 Member minutes
MOTION to approve – Ms. Martinez
SECOND – Ms. Ponce
UNANIMOUS APPROVAL
- IV. Correspondence
 - a. Bob Cascone – Requests Public Health report on flu last winter and prep for this winter.
<https://apnews.com/818b5360eb7d472480ebde13da5c72b5>
- V. Treasurer’s Reports –Ms. Martinez - \$5163.53 balance
Lisa – add wording to minutes
Marsha – Need to file – Jennifer will have volunteer scan
- VI. Upcoming Meetings
 - a. October Member Meeting – Sheriff’s Auditorium – College Football Championships
Darrell Ray – Yellow Command AAR
 - b. Snacks – Dan Bobier will provide snacks in October.
 - c. November – Water District Dam Report
- X. Old Business
 - a. New Member Packet – Ms. Hovey – No report
 - b. Volunteer of the Year – Ms. Ponce has a CERT subcommittee member that she wants to nominate and wonders who the best entity to nominate the person should be. Ms. Ponce will reach out to the County to consider the nomination.
 - c. Bylaws process – Ms. Hovey – we received update submissions from two people. Will need to convene a committee to review. Ms. Hovey, Rick Filippuzzi, Mr. Bobier and Ms. Ponce will meet and discuss. ACTION: Ms. Hovey send out meeting request.

XI. New Business

- a. Board Nominations. ACTION: Ms. Martinez will prepare a PPT of position descriptions for meeting.

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 – Mr. Bobier

SECOND – Ms. Hovey

UNANIMOUS APPROVAL

Meeting adjourned at 10:40 a.m.

Next Member Meeting: October 18, 2018 9:00 a.m.

Next Board Meeting November 8, 2018 10:00 a.m.