



**NEW MEXICO EMERGENCY MANAGEMENT ASSOCIATION
REGULAR MEETING MINUTES
Sheraton, Albuquerque
April 6, 2011 – 1:00PM**

A. MEETING CALL TO ORDER

Meeting called to order at 1:38 p.m. by NMEMA Vice-President Sonia Arteche.

Members and non-members present as follows:

Sonia Arteche, Luna County	Andrew Phelps, NMDHSEM
Teresa Barncastle, Roswell/Chaves County	Jeff Phillips, Village of Los Ranchos
Brigitte Bellsong, City of Albuquerque	Liz Saavedra, City of Albuquerque
Bill Boedeker, NM ARES/RACES	Clybert Zunie, City of Gallup
Delia Cervantes, Dona Ana County	Dennis English, San Miguel County
Ken De Los Santos, Clovis/Curry County	Gary Surad, Bernalillo Co/OEM
Sal Baragiola, City of Albuquerque	Teresa Willey, Rio Rancho OEM
Debbie Garcia, City of Gallup	Rick Bassi, Rio Rancho OEM
John Nihart, DOH Scientific Labs	Beverley Frieday, URS Corp.
Dave Bervin, Sandoval County	Roger Tanner, Bernalillo Co/OEM
James Leach, JL Consulting	Jessica Blea, Los Alamos County OEM
Dwayne Merritt, JL Consulting	Philmont Taylor, Los Alamos County OEM
Ted Arnett, UNMH	Marcella Benton, NMDHSEM
Tony M. Boyd, Cibola County EM	Kerry Jones, NWS ABQ
Linda Boyd, DeBaca Co.	Richard Clark, NMDHSEM
Jesse Eret, NMDHSEM	Mark Isserman, AMO
Donna Hernandez, Bernalillo Co/OEM	Shirley Kay, Otero County, LEPC
Diana De La Rosa, Sandia Labs	Larry Nelson,
Connie Gee, Clovis/Curry OEM	Delyce Maciel,
Eletha Trujillo, Taos County OEM	David Almaguire, Donna Anna County, OEM
Valli Wasp, NMDHSEM	Donna Sanchez, Sierra County, OEM
Jeff Crum, NMDHSEM	Lewis Casey, ARC
Lora Sedore, ABQ	Jim Teel, NM EAS
James Mason, NMDHSEM	Mike Snyder, NM EAS State Chairman
Keith Wattenbarger Roosevelt County	Jeff Burmeister, KENW

B. ADOPTION OF AGENDA

Larry Nelson made an addition to the Agenda under Unfinished Business: D. Discussion on the Eastern New Mexico University Classes for Emergency Management Program.

Motion to accept Agenda and addition; made by Bill Bodeker, second by Roger Tannen. Motion carried.

C. APPROVAL OF MINUTES: January 13, 2011

Motion to accept minutes for January 13, 2011; made by Bill Boedeker, second by Delia Cervantes. Motion carried.

D. TREASURER'S REPORT

The Treasurer reported the current budget balance is \$28,806.35. There were 35 new memberships.

Motion to accept Treasurer's Report; made by Roger Tannen second by Dave Bervin. Motion carried.

E. STATE UPDATE

- a. Training Update- Two HSEEP Courses April, 2011 & July, 2011 and the training department is trying to offer more of the Advanced Professional Series. Jesse has sent out via-Email E-TEAM Training Courses and has also placed training courses on DHSEM website, and now able to register for the courses.
- b. Exercise Officer- The State is in need of an Exercise Officer; at this time Valli Wasp and Javier Anderson help with any County exercises.
- c. Grant Update- FY11 SHSGP Draft application will be distributed with time for review and feedback. Congress is in the process of approving the Budget and will have information on EMPG FY11 soon.
- d. NIMS- NIMS Cast reviews will be conducted through all Counties, expect for your Area Preparedness Coordinator to contact you because they have been instructed to take on a more thorough approach.
- e. Local Preparedness Quarterly Meetings- June 14, 2011 will be a Special Needs Population and Social Media Drive from 8:30 a.m. to 4:00 p.m.
- f. Resource Typing- Beverly Frieday is gathering information from all Counties State-Wide inventory of equipment and data for Mobile Communications. A few Counties need to report.

F. UNFINISHED BUSINESS

- a. NM Intel Fusion Center Update- A data base will be created with all Counties risk assessment.
- b. The Department of Homeland Security Conference for 2011 will be held September 20, 2011 in Albuquerque Down Town.
- c. 308- DOH Form- Ted Arnett asked the opinion of the Association on writing a letter to DOH in reference of the 308 DOH Form on behalf of the NMEMA Executive Board. Eletha made a motion to confirm with DOH the process of the 308 Form Distributions before sending the letter, seconded by Larry Nelson. Motion carried.
- d. Emergency Management Program- Larry Nelson spoke on the Emergency Management Program and the courses which are held on-line as well at the Eastern New Mexico University in Portales, NM.

G. NEW BUSINESS

- a. New Mexico Faith Bible Church (NMFBC) Presentation- Jim Teal gave an explanation of NMFBC and how it can benefit the counties in NM during an Emergency.

NMEMA Minutes 4-07-2011 Albuquerque

- b. Budget Approval- There are 53 paid NMEMA members for 2011. The Executive Board will send out a reminder for membership dues to be paid or the member is not eligible to vote. There is a trip included into the budget. The Executive Board will come up with the criteria for the association members who are willing to travel on behalf of the association.

Theresa Barncastle made a motion to approve the 2011/2012 Budget; second by Bill Bodeker.

H. COMMITTEE REPORTS

- a. Nominating Committee- NMEMA Executive Board President Joel Arnwine resigned from the NMEMA Executive Board on April 1, 2011. The Executive Board will advertise nominations for the position and will be elected at the next NMEMA Association Meeting in July, 2011. VP Sonia Arteche has stepped down from the Nominating Committee due to her position as acting President on the Executive Board. Donna Sanchez, Laura Lashley and Jeff Crum will be the three members for the Nomination Committee. Nominations will be accepted until June 7 and are currently being taken by the committee
- b. Legislative- Roger Tanner stated Bill 54 has finished at this point.
- c. Training- None
- d. NMCEM- None
- e. Conference- A letter for speakers will be sent out. Any recommendations for speakers submit to Laura.

I. NMEMA DISTRICT UPDATE

- Area 1- None
- Area 2- None
- Area 3- None
- Area 4- None
- Area 5- None
- Area 6- None

J. NEXT MEETING:

NMEMA Training Workshop/Meeting scheduled for July 7, 2011, Albuquerque, NM. Agenda recommendations should be submitted by June 6, 2011. Vice President Arteche asked the association for ideas regarding our training portion of the next meeting.

K. ADJOURNMENT:

Motion to adjourn meeting at 3:00 p.m. motion made by Therese Barncastle, second by Lewis Casey.

PASSED, APPROVED and ADOPTED this 11th day of August, 2011


Sonia Arteche; Vice-President

Attest:

Jessica Blea; Secretary

NMEMA Minutes 4-07-2011 Albuquerque