



Organized Feb. 9, 1949

SABINE-NECHES CHIEFS ASSOCIATION

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2013 Board of Directors

John D. Owens
President 11-14

Dale Jackson
Vice-President 13-14

Tim Ocnaschek
Secretary/Treasurer 13-14

Carman Apple
Sergeant-at-Arms 13-14

Larry Richard
Fire Director 12-13

Jerry Ziller
Fire Director 13-14

Tommy Wells
Industry Director 12-13

Charlie Kosh
Industry Director 13-14

Jeff Wilmore
Police Director 12-13

Aleta Cappen
Police Director 13-14

Jeff Kelley
At-Large Director 13-14

Stephanie Garsea
EMS Director 13-14

Cindy Powers
Health Director 13-14

3rd Quarter Board of Directors Meeting MINUTES

July 18, 2013, 11:00 am
Quorum is (7) Voting Directors

On Thursday, July 18, 2013 at 11:02 am, John Owens, President of the Sabine Neches Chief's Association called to order the 3rd Quarter Board of Directors Meeting held at The Schooner in Nederland.

Board Member Jeff Wilmore was excused.

Visitors: Steve Curran (Website Committee), Bryant Champagne (Membership Committee), and David Frenzel (Bosses Night Committee) were present to address scheduled agenda items.

Closed Meeting: Noting that a Quorum was present, President Owens opened the meeting.

Old Business:

President Owens asked for "Approval" of the previous quarter's Board meeting minutes as e-mailed. A motion was made by Dale Jackson and seconded Jerry Ziller to approve the minutes. Motion carried.

President Owens advised the Board that two former members, National Trench Safety and Industrial Fire World, were dropped from rolls due to non-payment by July 1st as outlined in the constitution. Formal notification to the entities will be sent by mail.

Correspondence:

None

Financial Report: Secretary/Treasurer gave the following report;

Checks issued since last Board meeting:			
04/25/2013	Schooner	Board Meeting	\$ 455.25
05/01/2013	Brickmann Group	Yearly database subscription	\$ 2,598.00
05/20/2013	Fire Museum of Texas	Fire Prevention Week Activities	\$ 1,500.00
05/20/2013	Juxtapose	May Webhosting	\$ 54.13
05/20/2013	Beaumont Police Dept.	Cops and Kids	\$ 1,500.00
05/20/2013	Jennifer Kountz	Bereavement-Brandon Kountz	\$ 1,000.00
05/20/2013	J Shane Howard	License Plate-Mercy Trailer	\$ 66.00
06/05/2013	LIT Foundation	Proceeds from Golf Tournament	\$ 5,570.22
06/10/2013	Juxtapose	1/2 down payment for APPS	\$ 1,434.31
06/13/2013	Schooner	Board Meeting	\$ 519.45
07/16/2013	Catfish Cabin	Deposit for strategic meeting	\$ 120.00
07/15/2013	Juxtapose	June Webhosting	\$ 54.13
Account Balances			
		Checking Balance	\$ 20,003.62
		CD Balance	\$ 4,967.86
		CD #2 Balance	\$ 5,072.70
		Total Balance	<u>\$ 30,044.18</u>

The President called for a motion to approve the Treasurers Report; Tommy Wells made the motion to approve the Financials and Larry Richard seconded the motion. The motion carried.

New Business:

Secretary/Treasurer Tim Ocnaschek discussed the need for additional incentive to maintain contact and inventory information. Even entities who pay dues are not responsive or repeatedly promise to update information but don't. A recommendation was made to provide a time period before officially becoming a member. A motion was made by Jeff Kelley to develop a policy that when future entities are brought to the general meeting for membership approval, that the accepted motion include the wording that "... membership will be contingent on SNCA database update and payment receipt." Additionally, a recommendation was made to adjust the Constitution to remove the requirement for a complete response inventory during the application process, and adding a two month deadline following membership approval (with contingency stipulation above) for the requirements to be met for initial membership acceptance. Aleta Cappen seconded the motion. The motion carried.

Secretary/Treasurer Tim Ocnaschek initiated a discussion regarding a Deployment Uniform for IMT members on regional or state deployment rosters. The discussion included the benefit of association recognition as well as agency representation. Also discussed was a recent 2013 Port Security grant application by the City of Beaumont hoped to provide funding for a regional All Hazard Incident Management training course (O305) which is a prerequisite for State credentialing. A motion was made by Cindy Powers to authorize Tim Ocnaschek (IMT Team Committee Chair) to facilitate design of a deployment uniform, with authority to use the SNCA logo, and an agreement for SNCA to reimburse the cost of the design development and a sample uniform. Jerry Ziller seconded the motion. The motion carried.

Secretary/Treasurer Tim Ocnaschek presented E-Votes for past quarter for review by the Board members. New

membership applications were voted on by the Board regarding Hardin County Public Health and Renewable Biofuels. Both applications were unanimously approved by the Board, and subsequently approved by the membership during the July 3rd 2013 General Membership meeting. A motion was made by Larry Richard and seconded by Charley Koch to approve the documented unanimous votes for both noted occasions. The motion carried.

President Owens presented a nomination from Steve Curran recommending Tommy Hale as a Honorary Member. A motion was made by Stephanie Garsea to accept Tommy Hale an Honorary Member. A recommendation was made that a Standard Operating Guideline include the direction that nominations should be made in writing and include justification when presented to the Board. Aleta Cappen seconded the motion. The motion carried.

President Owens reviewed a request from Shell Pipeline and from Randy Jones with Industrial Emergency Services, LLC (IES) requesting this contractor join SNCA on behalf of Shell Pipeline and function as their authorized member for Shell Pipeline. Barring that option, a request would be made for the contractor to become a member. A motion was made by Cindy Powers that based on the Constitution and By-Laws IES was not eligible to participate as a member of another organization, and also that this company is not eligible for membership based on current guidance. A recommendation was made in support of this motion by the Membership Committee. The motion was seconded by Jeff Kelley. Motion carried. A formal response to the request will be provided.

President Owens and Secretary/Treasurer Ocnaschek initiated a discussion regarding multiple people who are getting SNCA emails who are not members and not listed as an authorized representative. Discussion included the common tendency of people so notified of showing up as uninvited guests, or of showing up believing they are members. A recommendation was made to complete a review of the existing email addresses at the September 2013 Strategic Planning Meeting, where the email list will be reduced to include only those members designated as voting, alternate voting, non-voting, authorized representatives, and honorary members. If guests, or other member organization members need the notification, emails can be forwarded by the noted official member recipients. An additional recommendation was made to update email addresses on a yearly basis based on dues payments received, and only paid members would be left on the active email account.

President Owens discussed several member concerns regarding attendance sign-in for the July general meeting. Member agency personnel were asked to sign in as guests rather than as members. Discussion included the recommendation that all employees of a member organization are authorized access and attendance without a need for an invitation. Discussion included the comment that members have traditionally been reasonable with guest and agency personnel invites and as long as that tradition continues, limiting guest numbers should not be necessary. A recommendation was made to continue the recent practice of having a by-name Voting and Alternate Voting Member sign-in sheet. However, all other attendees will sign in on a new suggested "Attendance Log" which will have check box columns to designate what category of Non-Voting member the attendee represents, to include: Honorary Member, Non-Voting Member, **Agency Member**, and Guests.

Strategic Committee Chair, Cindy Powers, provided the latest draft of the Strategic Plan update with a request for any final recommendations. Board members were also asked to identify any issues the update would generate a need for changes to the Constitution. President Owens asked Cindy Powers to present the update to the membership at the September 2013 Strategic Planning meeting.

Other Business:

Board member Tommy Wells advised that Sunoco was hosting a tabletop exercise at the end of July which will involve several SNCA members and an exercise activation of the SNCA. Secretary/Treasurer Tim Ocnaschek

advised the board that an emergency notification group has been built for Beaumont Fire/Rescue to notify the whole Board when an activation request or decision is made by the SNCA.

SNCA Board of Directors Meeting Schedule 2013:

October 24.

Call for motion to adjourn:

Motion made by Larry Richard and seconded by Charley Koch to adjourn the 2013 3rd Quarter BOD meeting. Motion carried.

Meeting Adjourned: 12:43 PM

Tim Ocnaschek

Secretary/Treasurer