



Organized Feb. 9, 1949

SABINE-NECHES CHIEFS ASSOCIATION

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2014 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

Bryant Champagne
Fire Director 14-15

Anne Huff
Fire Director 13-14

Tommy Wells
Industry Director 14-15

Charlie Kosh
Industry Director 13-14

Jeff Wilmore
Police Director 14-15

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 31, 2014, 11:00 am

Quorum is (7) Voting Directors

On Thursday, July 31, 2014 at 11:05 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 Members Carman Apple and Aleta Cappen were excused.

Visitors: Steve Curran (Website Committee), Pat Grimes (Inventory and Communications Committee), John Avery (Financial), Sue Landry (SETRPC MOU facilitation), and David Frenzel (MOU consultation) 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 Tommy Wells and seconded Charlie Kosh to approve the minutes. Motion carried.

There were no electronic votes to review this quarter.

Correspondence:

President Owens advised the Board that LIT is dedicating the 2014 Salute to American Heroes to the Sabine Neches Chiefs Association and encouraged members to attend. RSVPs were requested.

Bryant Champagne recommended a standard protocol be implemented with LIT (Joann Brown) that SNCA sponsored scholarship recipients provide a letter of acknowledgement to the Association noting the benefits realized.

Financial Report: Secretary/Treasurer presented the following report;

Checks issued since last Board meeting:

Schooner	Board Meeting	\$ 406.55
Palms Golf Resort	SNCA Tournament	\$ 2,431.15
	Reimburse golf tournament	
Stephanie Garsea	expenses	\$ 1,115.02
Brickmann Group	WebOp Center Service	\$ 2,598.00
Juxtapose	Webhosting	\$ 54.13
William Worthen	USCG bereavement donation	\$ 1,000.00
Fire Museum of Texas	Donation	\$ 1,500.00
County Tax Assessor	Mercy Trailer plates	\$ 66.00
Juxtapose	Webhosting	\$ 54.13
	Scholarship from golf tournament	
L.I.T. Foundation	proceeds	\$ 7,884.00
Juxtapose	Webhosting	\$ 54.13
G T Distributors	IMT Uniform	\$ 38.75

Account Balances

Checking Balance	\$ 27,111.50
CD Balance	\$ 4,967.86
CD #2 Balance	\$ 5,098.02
Total Balance	<u>\$ 37,177.38</u>

President Owens asked for a motion to approve the Treasurers Report. Jeff Kelley made the motion to approve the Financials and Stephanie Garsea seconded the motion. The motion carried.

New Business:

Communications and Inventory Committee Chair Pat Grimes and Secretary/Treasurer Tim Ocnaschek initiated a discussion regarding formatting differences between the Constitution and By-Laws regarding the subject of membership types and classifications. A recommendation was made to re-format Article II, section 2, terms/definitions of the Constitution to parallel the By-Laws and to ensure clarity: 1. Membership types (voting and non-voting or honorary); 2. Membership classifications (Provisional, community service, governmental agency, public for/non profit, industrial facility; public utility; pipeline storage facility, vendor/sales company (and sub-category of vendor/sales as contract fire protection). Rewrite "Membership Classes" and make sure they are all included in line with the By-laws, and then use sub-bullets for the types and put them in alphabetical order. PayPal options should be adjusted to mirror this update. Dale Jackson made a motion that Constitution and By-Laws Committee Chair Steve Curran draft the recommended updates to the Constitution and By-Laws to present them to the Board for potential recommendation to the membership. Stephanie Garsea seconded the motion. Motion passed.

Communications and Inventory Committee Chair and Secretary/Treasurer Tim Ocnaschek initiated a discussion of several members currently identified as "Non-Voting" who were actually qualified to be "Voting" members in accordance with the Constitution. Members, to include American Red Cross, Cottonwood Energy, GT Logistics, and Texas General Land Office, have resources available for 24 hour deployment, and the only members not Constitutionally eligible for voting status include honorary or vendor or sales companies. Additionally, National Weather Service was discussed. The Board agreed that plume modeling technology and weather forecasting service constituted critical resources in this case. These two resources are accessible by phone, radio, or

deployable to member Emergency Operations Centers on a 24 hour basis, and thus constitute a deployable resource in line with the Constitution. An excerpt from the definitions is included: [Voting Member: The authorized representative of any agency, company, entity, organization, or group that can physically respond to emergencies with vehicles, apparatus, equipment, materials, or personnel anywhere in the membership area as defined on a 24 hour basis other than a member classified as honorary, a vendor or sales company...] Charlie Kosh made a motion to recommend to membership that American Red Cross, Cottonwood Energy, GT Logistics, the Texas General Land Office, and the National Weather Service be reclassified as Voting members. Jeff Kelley seconded the motion. Motion passed unanimously.

Communications and Inventory Committee Chair and Secretary/Treasurer Tim Ocnaschek then initiated a discussion of several members currently identified as “Voting” who were actually ineligible to vote based on the Constitution but were eligible as “Non-Voting” members. These include: GE Energy Water & Process Technologies, Oil Tanking Beaumont, and Sasol. These organizations lack the deployable resources required by the Constitution for voting members. Communication was established with each organization to verify voting status eligibility. Klark Spencer with GE Water advised they have no inventory to add to the database and will voluntarily change to non voting status. Pat spoke with Aaron Strain of Oil Tanking Beaumont who advised he does not have inventory to add to the database and wishes to go to non voting status similar to Oil Tanking Port Neches. Oil Tanking Port Neches is already a Non-voting member. James Prater with Sasol (previously Merisol U.S.A) advised they are a very small facility and do not have any inventory that could be used in an emergency. James already thought they were non voting members and asked to be placed in a non voting member status. Cindy Powers made a motion to recommend to membership that GE Energy Water & Process Technologies, Oil Tanking Beaumont, and Sasol be reclassified as Non-Voting members. Anne Huff seconded the motion. Motion passed unanimously.

Discussion continued regarding membership voting/non-voting status. The Constitutional requirements for voting member status, specifically the quantity of deployable resources a member has available, may need further clarification. While it was agreed that current wording provided appropriate latitude for interpretation by the Board as to whether or not it classified as a resource, some deployable resources available to members are extremely limited. This discussion was tabled due to time limitations.

The South East Texas Regional Advisory Committee (SETRAC) is asking for sponsorship, saying that they are a different organization than East Texas Trauma RAC who is already a member. The latest request was to Pat Grimes who was doing some updates to the SNCA database. This organization has access to medical transport buses, a communications bus, and mass fatality trailer. They assist in administration of health preparedness program grant funding, and logistically support the area encompassed by the SNCA boundaries. Discussion centered around the difference between SETRAC and the current member, the East Texas Gulf Coast Regional Trauma Advisory Council and what resources each had deployable. It was further determined that neither organization actually owns the resources, but each serves as a facilitator or coordinator between the resource owner and assists in coordinating their deployment. This coordination aspect and expertise was seen as a potential benefit for the association, similar to the benefit of having the East Texas Gulf Coast Regional Trauma Advisory Council as a member. Consensus was that a sponsored application would be favorably considered and that since there was no direct ownership of deployable resources, that membership would be of non-voting status like that of the East Texas Gulf Coast Regional Trauma Advisory Council.

During research for adjusting member voting status to follow the Constitution, it was discovered that Sasol (previously Merisol U.S.A) is located outside the membership area in Winnie. There are provisional exceptions provided for by the Constitution, and when the membership area was defined, all previous members were grandfathered. Historical documentation is unclear regarding Sasol’s original membership date. As a result, the consensus was that a recommendation be made to Sasol that they are actually within the CIMA (Channel Industry Mutual Aid) Association area which may provide easier sharing of assets, but no motion was made to initiate a change of current status within the SNCA.

Charley Cox (Beaumont Fire) is on SNCA's Golden Triangle IMT and facilitated a sponsorship request for the National IMT Conference to be held in San Antonio later this year. On behalf of the SNCA IMT, he is part of the planning team managing the national conference. Several Sponsor levels were provided in an attached solicitation with the outreach potential noted for each category. Board members felt that under current fiscal constraints, a \$500 sponsorship for an event far outside our region would be the maximum reasonable; however, there was very little publicity provided for that sponsorship level which basically negated the outreach potential addressed as a positive in our Strategic Plan. As a result, a motion was made by Dale Jackson and seconded by Bryant Champagne that no sponsorship would be recommended for this event. Motion passed unanimously.

Tim Ocnaschek and Jeff Kelley initiated a discussion regarding the Statewide mutual aid legislation and a proposed regional Mutual Aid Agreement (MAA) and MAA process for jurisdictions and government agencies within SETPRC. There is continued concern that the updates have the potential to impact the SNCA mutual aid process and that adjustments to the SNCA process or Constitutional language may be needed to protect the organization and members. Fortunately, historical records indicate that the potential changes potentially needed would have had minimal, if any, impact on past operational costs. A regional MAA coordination meeting has been scheduled for August 7, at 1:30 pm. Board members with government affiliation are already scheduled to be at the meeting. A recommendation was made that several Board members from various member organizations, such as ESD/VFD, Industry, and Health, who were not previously involved in the regional MAA process to attend the meeting to bring their perspectives and advice back to the membership. Anne Huff made a motion that Bryant Champagne, Charlie Kosh, Tommy Wells, and Stephanie Garsea be appointed by the membership to represent the Association in impending regional MAA meetings and bring back information to the Board for discussion. Jeff Willmore seconded the motion. Motion passed.

Tim Ocnaschek, with agreement of Nominating Committee Chair, Matt Dulaney, asked the Board to consider clarifications regarding elections. The Constitution states that a Board member must be a voting member in good standing, but leaves the issue open regarding a primary or alternate member. A recommendation would be to insert "primary" into Article IV, Section 1, 1) so that "any primary voting member in good standing would be eligible. This would prevent potentially stacking Board members from one department. It follows the Constitutional requirement in Article 2 definitions that "Each agency, company, entity, or organization granted voting status will be allowed (1) vote. The authorized voting member and alternate will be determined in order based on the information submitted on the emergency contact information form." The primary and alternate selection is directed by the agency/department director, so the representatives can be changed at will. Secondly, Article IV, Section 7 (Nomination for Officers) does not address who is eligible to nominate an eligible Board member (except that a member can't nominate his/herself- item 2)). A recommendation would be that any primary or alternate voting member should be eligible to make a nomination. This would comply with Robert's rules of order (Article III) in making motions (nomination), and historically, non-voting members have not made nominations anyway. If the primary is unavailable, as long as there is only one nomination per member organization, the alternate should be eligible to make that nomination. Third, there is no clarity regarding which members can make a nomination. Based on voting eligibility, a recommendation would be that nominations can only be made by voting members. A final recommendation would be for the proposed changes to be added to the adjustments already being made for membership classifications and then brought back to the Board for a potential recommendation to membership. A motion was made by Stephanie Garsea and seconded by Tommy Wells to follow the recommendations as proposed above. Motion passed.

Due to extended discussion on other matters, the last agenda item was deferred to the next Board meeting agenda.

Other Business:

None.

SNCA Board of Directors Meeting Schedule 2014:

23 January, 24 April, 31 July, and 23 October (Currently)

Call for motion to adjourn:

A Motion was made by Stephanie Garsea and seconded by Tommie Wells to adjourn the 2014 3rd quarter BOD meeting. Motion carried.

Meeting Adjourned: 1:22 PM

Tim Ocnashek

Secretary/Treasurer