



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

### 4<sup>th</sup> Quarter Board of Directors Meeting MINUTES

October 30, 2014, 11:00 am

Quorum is (7) Voting Directors

On Thursday, October 30, 2014 at 11:09 am, John Owens, President of the Sabine Neches Chief's Association called to order the 4<sup>th</sup> Quarter Board of Directors Meeting held at The Schooner in Nederland.

Board Member Cindy Powers was excused.

Steve Curran (Website Committee), Pat Grimes (Inventory and Communications Committee), John Avery (Financial), and Matt Dulaney (Nominating Committee) were invited to present information for 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 Stephanie Garsea and seconded Aleta Cappen to approve the minutes. Motion carried.

President Owens asked for "Approval" of the Special Board meeting minutes as e-mailed (October 1, 2014). A motion was made by Dale Jackson and seconded Charlie Kosh to approve the minutes. Motion carried.

President Owens asked for "Approval" of the electronic vote conducted on 8/12/2014 regarding the Constitution and By-Laws update recommendation. Charlie Kosh made a motion to approve the record vote as reported and Bryant Champagne seconded the motion. Motion passed.

#### **Correspondence:**

Email solicitation from Janet Darling for Grant Writing USA. No action taken.

**Financial Report:** Secretary/Treasurer presented the following reports;

***Finance report- (from 7/31/2014 to 10/1/2014) due to Special Board Meeting last month.***

Schooner	Board Meeting	\$	546.85
Juxtapose	Webhosting	\$	54.13
Postmaster	Stamps	\$	98.00
Justapose	Webhosting	\$	54.13
Catfish Cabin	Strategic General Membership Meeting	\$	1,245.10

**Account Balances**

Checking Balance	\$	30,816.50
CD Balance	\$	4,967.86
CD #2 Balance	\$	5,126.03
Total Balance	\$	<u>40,910.39</u>

***Financial report – (from 10/1/2014 to 10/29/2014)***

**Checks issued since last Board meeting:**

Juxtapose Inc.	Webhosting	\$	54.13
John Avery	Reimburse for new laptop and new Quickbooks software	\$	736.08

**Account Balances**

Checking Balance	\$	40,826.29
CD Balance	\$	4,967.86
CD #2 Balance	\$	5,126.03
Total Balance	\$	<u>50,920.18</u>

There are 37 members still needing to pay. This is about normal for October. Last year 17 dues payments were received in November, and 9 in December. The balance was chased down after the 1<sup>st</sup> of the year. Since membership is up this year compared to last, this total seems about right for October.

President Owens asked for a motion to approve the Treasurers Report. Aleta Cappen made the motion to approve the Financials and Anne Huff seconded the motion. The motion carried.

**New Business:**

Tim Ocnaschek updated the Board regarding the mutual aid issue between an SNCA member and a jurisdiction outside the designated SNCA service area. At the 14 April 2014 Board meeting, the Board discussed Hamshire VFD and Winnie-Stowell ESD partnership and the potential that the Board believed they were eligible to become a member if they applied. On August 4<sup>th</sup> about 1:02 PM Ocnaschek sent an email to Chief Justin Chesson regarding the Board discussion, and at 1:54 PM, he responded that Lynard said they would not be submitting an application. So far, several attempts to find out why have not been successful. The Board's consensus was that aid provided would be direct coordination between agencies rather than an SNCA facilitated activation.

Tim Ocnaschek addressed the board regarding strategic meeting hosts available for 2015. The current budget anticipates limiting the SNCA to hosting only once per year. In calendar year 2015, the schedule shows all Jefferson County members except for the month of November. Since Strategic Planning meetings are required in

each county each year, either a budgetary change or volunteers were needed to fix this scheduling shortfall. Matt Dulaney, voting member for Hardin County ESD #6, immediately volunteered to take the April 2015 Strategic Planning meeting in Hardin County. Then Bryant Champagne, voting member for Orange County ESD#1, offered to host the July 2015 Strategic Planning at the Orange County EOC on FM 1442.

Nominations Committee Chair, Matt Dulaney, presented the Board with names of current nominees for Board member positions slated for the December election. All met Constitutional eligibility requirements. Dale Jackson made a motion to accept the nominations as presented, and Tommy Wells seconded the motion. Motion passed. A final opportunity to submit nominations will be afforded membership at the December meeting.

Tim Ocnaschek requested a template be developed for requesting sponsorship funding for eligible SNCA outreach programs that could be posted on the SNCA website. This would support the budgetary limitations for outreach and provide an opportunity for any interested party to apply for consideration. The applications deadline will be October 20 each year, which would allow for the requests to be assessed during the 4<sup>th</sup> quarter board meeting. Applications will be submitted to the Secretary/Treasurer. Any recommended allocations or adjustments to the budget would then be brought to the membership at the November general meeting. Applicants could expect a response by January 1<sup>st</sup> of the following year when the new budget takes effect. Stephanie Garsea volunteered to draft the request and work with Steve Curran to get it posted on the website. Due to lateness of the new process, applications will be accepted through November 30 so a decision within existing funding is available by January 1, 2015. Board concurred.

The Board discussed the 2014 budget and agreed the current allocations were reasonable for anticipated 2015 requirements. A motion was made by Dale Jackson and seconded by Jeff Kelley to make a recommendation to membership that the 2014 budget estimates be adopted for the 2015 budget as well. Motion passed.

After a brief Board discussion, President Owens disbanded the ad-hoc Mutual Aid Committee since regional coordination has been accomplished and consensus was that current SNCA practices are not in conflict.

The Board discussed the meeting schedule for 2015. Tentative dates of 22 January, 23 April, 23 July, and 22 October have been set.

Jeremy Hansen, Homeland Security Committee Chair, asked the Board to discuss using the using SNCA "director" positions as designated members for the "Executive Steering Group" of the regional Area Maritime Security Committee (AMSC). The group meets only meet once or twice per year, but do discuss pertinent high-level issues. He was invited to the Board meeting, but was unable to attend due to other work requirements. The Board tabled the discussion until clarification could be obtained regarding the wording of the request. Of specific interest was whether the directors would then constitute the AMSC or just be added as members of it.

Cray Valley requested paperwork be signed allowing them to deposit dues and funding directly to the SNCA account. While this is not the first time this option has been utilized, it is uncommon, but the Board decided that providing the most convenient ways for paying dues is reasonable and the appropriate paperwork should be completed. The Secretary/Treasurer was directed to submit the forms.

President Owens discussed an ongoing solicitation from International Fire World to rejoin membership since they have gone to various members requesting sponsorship. They have been advised of the application process required by the Constitution following membership termination in July 2014.

President Owens asked that Award Nominations be reviewed by the executive Board in order to preserve confidentiality in the event some Board members may have been nominees.

#### **Other Business:**

*Providing Mutual Aid for Over 50 Years*

Tim Ocnaschek advised the Board of an emergency expenditure for a flower arrangement for the Wood family following their recent tragedy. At that time, a cost of \$146.14 was agreed upon by the executive Board members.

Stephanie Garsea advised a reservation was made for the golf tournament on Friday, April 24<sup>th</sup>, with a rain-out date of May 1<sup>st</sup>.

The Board officially recognized John Owens for his dedicated service as the President of the Association. This was the last Board meeting for his four year tenure in that position.

Additionally, the Board recognized Jeff Wilmore for his dedicated service as a long-time Police Director as he completed his final Board meeting before retiring.

**SNCA Board of Directors Meeting Schedule 2015:**

22 January, 23 April, 23 July, and 22 October (Tentatively)

**Call for motion to adjourn:**

A Motion was made by Bryant Champagne and seconded by Jeff Kelley to adjourn the 2014 4<sup>th</sup> quarter BOD meeting. Motion carried.

**Meeting Adjourned:** 12:28 PM

*Tim Ocnaschek*

Secretary/Treasurer