



Organized Feb. 9, 1949

SABINE-NECHES CHIEFS ASSOCIATION

~ P.O. Box 2257 Nederland, Texas 77627 ~
Phone: (409) 724-3344, Fax: (409) 724-3302
Email: snca@ih2000.net Web: www.snchief.com
24-Hour Activation Phone: **409-838-6371**

2010 Board of Directors

Stephen L. Curran
President 09-10

John D. Owens
Vice-President 09-10

Terry Basham
Secretary/Treasurer 09-10

Vernon Pierce
Sergeant-at-Arms 09-10

Larry Richard
Fire Director 09-10

Dale Jackson
Fire Director 10-11

Doug Jones
Industry Director 09-10

Tommy Wells
Industry Director 10-11

Tod McDowell
Police Director 09-10

Aleta Cappen
Police Director 10-11

Jeff Kelley
At-Large Director 09-10

Butch Holmes
EMS Director 09-10

Cindy Powers
Health Director 09-10

JANUARY MINUTES

Quorum is (10) Voting Members at Regular Meeting

NEXT MEETING

The FEBRUARY 3rd, 2010, 726th SNCA meeting at 10:00 A.M. will be held at Lamar Institute of Technology, in the Multi-Purpose Building, corner of University and East Lavaca in Beaumont.

The 725rd Sabine Neches Chiefs Association meeting was called to order at 10:00 a.m. on Wednesday January 6th, 2010 at Robert's Restaurant and Steak House.

Jeff Bolton gave the invocation.

John Owens led the Pledge of Allegiance.

Self-introductions were made and Elgin Browning, Fire Chief Invista Orange, welcomed the membership.

READING OF THE MINUTES

President Stephen Curran, asked for "Approval" of the previous month's minutes as e-mailed. A motion was made by Dale Jackson and seconded by Jeff Bolton to approve the minutes. Motion passed.

CORRESPONDANCE:

None

TREASURERS REPORT:

The Treasurer's information is compiled by Terry Basham, Sec. /Treasurer with the assistance of John Avery, PAFD

Financials as of 12/31/2009.

Checking:	\$24,608.52
CD:	4,967.86

Total	\$29,576.38

The President called for a motion to approve the Treasurers Report; Darrel Irvin made the motion to approve the Financials and Tod McDowell seconded the motion. The motion carried.

List of Unpaid Members

Member Name	Paid FY 2010 Dues
Beaumont Health Department	
Center Point Energy	
CHRISTUS Hospital - St. Mary	
Entergy Texas	
ExxonMobil Beaumont Refinery	
Firestone Polymers	
Flint Hills	
International Specialty Products	
Motiva Enterprises	
Pinehurst Fire Department	
Shell Pipeline Company LP	
Simplex Grinnell - Bmt Fire Ext	
Stat Care EMS	
Total Inc.-Pt. Arthur	
Total Safety (WSI)	
VIDOR ISD	
Webb, Murray & Associates	

OLD BUSINESS:

President Curran welcomed the new board members and thanked the outgoing members for their hard work and contribution to the organization.

NEW BUSINESS:

None

STANDING COMMITTEE REPORTS

Committee reports were suspended due to this being a Strategic Planning Meeting.

RECENT EMERGENCIES/ ISSUES

Recent emergencies were discussed in the following categories: Industry, Municipal Fire, Law Enforcement, EMS, Homeland Security and Health.

PROGRAM

1. Pictures were shown from our 2009 Bosses Night ,
2. A presentation was given by the Port Neches Fire Department on a rescue at Port Neches Park,
3. Update was given on H1N1,
4. Bob Stegall gave a presentation on Round 10 Port Security Grants, and
5. As time permitted each committee chairperson gave a brief overview of their committee. The ones that did not have time provided the Secretary/Treasurer information to include in the minutes (**see below**).

Communications:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Complete the Regional Communications Interoperability project including assigning common talk groups for communicating in each region and finalize the rebanding project including reprogramming all radios. Goal is 100% communications interoperability. (Communications Committee)
- Review Communications Guidelines to assure operating procedures remain up-to-date. (Communications Committee)
- Gather information, prepare and disseminate the Communications Capability Inventory of the SNCA (Communications Committee)

Public Relations:

- Advertise the website on all publications and news announcements to encourage membership and educate those that are interested. (Membership Committee, Public Relations Committee)
- Build and maintain a SNCA web page (www.snchief.com) that contains pertinent information including meeting minutes, calendar of events, training opportunities, Constitution and By-Laws, history, lessons learned, best practices, contact information etc. (Public Relations Committee)
- Dissemination of non-confidential information on website.

Drill & Exercise:

- Maintain a SNCA liaison with LEPC and the Area Maritime Security Committee. (Drills and Exercises Committee, Homeland Security)
- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Develop a SNCA Drill Plan that identifies drills and exercises that members of the SNCA will participate in for the next year. (Drills and Exercises Committee)
- Coordinate SNCA participation in the State of Texas functional exercise (Hazmat/WMD functional exercise) scheduled for mid-07. (Drills and Exercises Committee)
- Review the Learnings Report from the March '05 Texas WMD Incident Exercise. Identify and prioritize action items for the SNCA. (Drills and Exercises Committee)
- Diversify Drills: fire, police, WMD, etc. (Drills and Exercises Committee)
- Review and update the SNCA Overhead Team list. Develop a methodology to test SNCA Overhead Teams and Task Forces in the SNCA Response Plan. (Overhead Team Committee, Drills and Exercises Committee)

Training/Education:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Announce upcoming training and education opportunities at monthly meetings and post on the website. (Training and Education Committee, Public Relations Committee)
- Identify specific member ICS training needs, locate appropriate sources, post information on the web page and announce at monthly meeting. (Training and Education Committee)

Homeland Security:

- Maintain a SNCA liaison with LEPC and the Area Maritime Security Committee. (Drills and Exercises Committee, Homeland Security)
- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Maintain up-to-date inventory of response equipment and points of contact. (Inventory Committee)
- Establish a temporary working group to outline First Responder considerations under a Pandemic Flu scenario and determine what Mutual Aid responses are likely to be requested. As Pandemic Flu plans are developed, have organizations provide information about their plans at SNCA meetings. (Homeland Security Committee)

Oil Spill:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Work to have equipment list on the website. (Oil Spill)
- Change ad hoc status. Make chair representative to Coast Guard One Gulf committee.
- Possible training of OSRO's to field level.
- Schedule joint exercise.

Overhead Team:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Develop proposal for an Area Command organization and address SNCA's contribution to the staffing. (Overhead Team Committee)

Overhead Team (cont.):

- Assist or plan for local 300/400 training
- Review and update the SNCA Overhead Team list. Develop a methodology to test SNCA Overhead Teams and Task Forces in the SNCA Response Plan. (Overhead Team Committee, Drills and Exercises Committee)

Constitution & Bylaws:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Review the SNCA Constitution, By-laws and Operational Procedures annually, at a minimum. Draft recommended changes and submit to the Board of Directors for their review. (Constitution and By-laws Committee)

Strategic Planning:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)

Membership:

- Develop and distribute promotional materials to “get the word out” about the SNCA. Promotional materials include tri-fold pamphlet, video/DVD and PowerPoint presentation for potential new members and for members to use to educate others on the SNCA. (Public Relations Committee) make pamphlet available on the website for printing.
- Change in membership to allow Emergency Management positions.
- Encourage long-standing members to occasionally bring a junior member of their organization to a SNCA meeting to introduce him/her to the members and allow the junior member to learn about the SNCA. (Membership Committee)
- Continue to proactively recruit appropriate new members. Make SNCA tri-fold pamphlet available to all members as a force-multiplying recruiting tool. Invite school district management to attend a SNCA meeting and consider joining. Continue to expand existing sections of SNCA such as increasing Law Enforcement, Fire Departments, Health, and Industry (Membership Committee)
- Advertise the website on all publications and news announcements to encourage membership and educate those that are interested. (Membership Committee, Public Relations Committee)
- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)

Nominations:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Review functions of committees at meetings to help members select involvement.

Programs:

- Conduct monthly meetings (normally on the first Wednesday of the month) with speakers, presentations and training from Federal, State, Local Government, and Industry Representatives that promotes the knowledge of potential hazards and emergency operations in the field of emergency response-maybe Jack Colley on DDC. Suggestions include: weather program in May, one program a year on Response equipment, rotate disciplines, place programs on website by meeting date, include division of Emergency Management, have sponsor include description of company.

Programs (cont.):

- Ensure meeting programs continue to be of a broad and varied nature so as to be of interest and value across the membership spectrum. Publish future meeting locations, sponsor and presentation topic on the SNCA web page. (Program Committee)
- Periodically give a presentation on a response to a major event in the history of the SNCA. (Programs Committee)
- Annually hold an administrative meeting dedicated to try to get a representative from each membership to this meeting to encourage continued participation, complete the annual survey, pay dues, and hand out new editions of the constitution. (Programs Committee)
- Ensure programs meet the needs of all sections of the SNCA by varying the topics to include Law Enforcement, Fire, Industry, Emergency Management, and Health. (Programs Committee)
- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)

Bosses night:

- Continue annual Bosses Night, advertise early and often, encourage all members to invite their boss. Distribute informational flyer early. (Bosses Night Committee) consider change in Venue
- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)

Awards:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)

Inventory:

- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)
- Maintain up-to-date inventory of response equipment and points of contact. (Inventory Committee). Recommend members up-date inventory every two years before membership renewed. New members provide list before membership approved. Work toward on-line availability.

Golf:

- Hold annual SNCA Golf Tournament, advertise early and often. Have sign up table available at SNCA meeting prior to the tournament. Advertise on the web, at the golf course, and in the paper. (Golf Committee, Public Relations Committee)
- Ensure SNCA Committees have strong participation by a wide cross-section of the SNCA membership. Encourage new members to join a committee and contribute to furthering the goals of the committee, SNCA BOD and the SNCA Strategic Plan. (Nominations Committee, All Committee Chairs)

Finance:

- Audit: now external

PLEASE NOTE THE UP-COMING HOSTS:

Please review the upcoming hosts. Each member is required to host a monthly meeting. Below is the schedule for 2010-2011.

Host Member	Month	Year
Lamar (LIT)	February	2010
Martin Midstream Patners L.P.	March	2010
Texas Petrochemicals	April	2010
Orange County Emergency Mgt.	May	2010
Dooley Tackaberry	June	2010
Garner Environmental	July	2010
Oil Mop	August	2010
Hagemeyer North America	September	2010
E. I. DuPont (Orange)	October	2010
Sun Marine Terminal (Sunoco)	November	2010
Acadian Ambulance	December	2010
SNCA Strategic Planning Meeting	January	2011
Chevron/Phillips Chemical Co. - Orange	February	2011
Pinehurst Fire Department	March	2011
Chevron-UGT Pipeline	April	2011
Colonial Pipeline Company	May	2011
ExxonMobil Chemical P/E	June	2011
Valero	July	2011
Firestone Polymers	August	2011
Cheniere	September	2011
CHRISTUS Hospital - St. Elizabeth	October	2011
Chemtrade Logistics (Peak Sulfur)	November	2011
Bridge City	December	2011

ADJOURN

A motion was made by Cindy Powers and seconded by Dale Jackson to adjourn the 725th meeting at 11:45 am. Motion passed. Meeting adjourned.

Respectfully Submitted,

Terry Basham

Secretary/Treasurer