



Organized Feb. 9, 1949

SABINE-NECHES CHIEFS ASSOCIATION

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2008 Board of Directors

Jeff F. Bolton
President 07-08

Stephen L. Curran
Vice-President 07-08

John D. Owens
Secretary/Treasurer 07-08

Vernon Pierce
Sergeant-at-Arms
07-08

Gary Collins
Fire Director 07-08

Dale Jackson
Fire Director 08-09

Doug Jones
Industry Director
07-08

Larry McBride
Industry Director
08-09

Tod McDowell
Police Director 07-08

Aleta Cappen
Police Director 08-09

Larry Richard
At-Large Director
07-08

Mark Brown
EMS Director 08-09

Cindy Powers
Health Director
07-08

June M I N U T E S

Quorum is (10) Voting Members at Regular Meeting

NEXT MEETING

The **July 2nd**, 2008 **708th** SNCA meeting at **10:00 a.m.** will be hosted by **Chevron Phillips at Esther's on Highway 87.**

The **707th** Sabine Neches Chiefs Association meeting was hereby called to order at 10:00 a.m. on Wednesday June 11th, 2008 and was hosted by Kay Electronics at Courville's (Big Rich's).

Bobby Layne gave the invocation.

Stephen Curran led the pledge of allegiance.

Self-introductions were made and Host, Frank Harvell with Kay Electronics welcomed the membership.

The following SNCA Officers were excused: Aleta Cappen, Larry Richard, Mark Brown, and Cindy Powers.

READING OF THE MINUTES

President Jeff Bolton asked for "Approval" of the **706th** previous month's minutes as e-mailed for the May 7th, 2008 meeting. A motion was made by Gary Collins and seconded by Scott Kerwood to approve the minutes. Motion passed.

CORRESPONDANCE –

President, Jeff Bolton discussed the Membership Letter from East Texas Gulf Coast Regional Trauma Advisory Council. Bolton advised that the Board of Directors, in a meeting held on June 10, 2008, determined the Trauma Advisory Council does not meet the minimum requirements for membership. After further discussion, a Motion was made by Scott Kerwood and Seconded by Doug Jones to concur with the B.O.D. recommendation. Motioned passed.

President, Jeff Bolton read Membership Letter from Sartomer Company, Beaumont, Texas and Sponsorship letter from Hamshire VFD/EMS.

These letters were read at the previous 2nd Quarter Board of Directors Meeting, April 24th, 2008. (Required Emergency Mgt.Inventory Survey is also attached). After discussion, the membership agreed the Application for Membership should be tabled for additional clarification until the regularly scheduled Board of Directors Meeting.

TREASURERS REPORT

Information compiled by John Owens, Sec./Treasurer with the assistance of John Avery, PAFD

Balance as of 6/10/08:

Checking:	\$13,273.86
CD	\$ 4,967.86

Total Balance	\$18,241.72

SNCA Dues Payment: Current list is available for viewing of those members who have paid dues.

MEMBER	PAID FY '08 DUES
Acadian Ambulance	x
American Red Cross	x
Arkema Safety	x
AtoFina-Beaumont (Total)	
Ausimont USA, Inc	
BASF/Beaumont	x
BASF/Pt. Arthur	X
Beaumont Fire Department	x
Beaumont Health Department	x

Beaumont Police Department	x
BMC Holdings, Inc. (Terra Capital)	x
Bridge City Police Department	x
C&B Services	
C.A. "Pete" Shelton	Exempt
Center Point Energy	x
Charley Watson	Exempt
Chevron/Phillips Chemical Co. - Orange	
Chevron/Phillips Chemical Co. - P.A.	x
Chevron-UGT Pipeline	x
China/West Jefferson Co.	x
CHRISTUS Hospital - St. Elizabeth	x
CHRISTUS Hospital - St. Mary	x
Colonial Pipeline Company	X
Dick Nugent	Exempt
Dooley Tackaberry	x
Draeger Safety Inc.	returned unpaid
Dyn McDermott Petroleum	x
E. I. DuPont (Orange)	x
Entergy Company/Sabine Plant	x
Entergy Texas	x
Equistar-PD Glycol/Oxy-Chem	
Explorer Pipeline	x
ExxonMobil Beaumont Refinery	x
ExxonMobil Chemical BOAP/O/A	x
ExxonMobil Chemical P/E	
Father Don Golaskinsky	Exempt
Fire Source	
Firestone Polymers	x
Flint Hills Attn: Lance Foster	
Foster Enterprises	x
G.C. Baldwin	Exempt
Garner Environmental	x
Gerdau Steel	x
Goodyear Tire Rubber Co.	x
Groves Fire Department	x
Groves Police Department	x
Hagemeyer North America	x
Hamshire Fire Department	x
Hardin County Emergency Management	x
Hardin County ESD # 2 (Lumberton Fire)	x
Hardin County ESD #5 (Sour Lake Fire)	X
Hardin County Sheriff Dept.	x
Harold N. Shavers	Exempt
Huntsman	x
Industrial Fire World	x
International Specialty Products	x
ISTC	X

Jefferson County E.S.D. #1	X
Jefferson County Emg. Mgt.	x
Jefferson County LEPC	X
Jefferson County Sheriff Dept.	x
Jerry Wimberley	Exempt
Jim Herrington	Exempt
John Harrington	Exempt
John Paul Freely	Exempt
Kay Electronics	x
Kenneth Browning	Exempt
LaBelle-Fannette FD	X
Lanxess (Bayer)	
Louis Miller	Exempt
Lucite (DuPont) Beaumont	x
Martin Midstream Patners L.P.	x
McLewis VFD	X
Memorial Herman Baptist - Beaumont	x
Memorial Herman Baptist - Orange	x
Merisol	
Mine Safety Appliances Co.	
Motiva Enterprises	x
Motorola	returned unpaid
National Weather Service	Exempt
Neches Industrial Park	returned unpaid
Nederland Fire & Rescue	X
Nederland Police Department	x
Nick Davis	Exempt
Nome Volunteer Fire Department	x
Oil Mop	X
Orange County Emergency Mgt.	x
Orange County ESD #1	x
Orange County ESD #2	x
Orange County ESD #3	x
Orange County Health - UTMB	
Orange County Sheriff	
Orange Fire Department	x
Orange Police Department	x
Peak Sulfur, Inc. (ChemTrade Logistics)	x
Pinehurst Fire Department	x
Pinehurst Police Department	x
Port Arthur Fire Department	x
Port Arthur Police Department	X
Port Neches Fire Department	x
Port Neches Groves ISD	x
Port Neches Police Department	x
R. A. Dick Nugent	Exempt
R. H. "Junior" Bruce	Exempt
R. J. Wood	Exempt
Ray Broussard	Exempt

S. D. Strickland	Exempt
Shell Pipeline Company LP	x
Silsbee Fire Department (Hardin ESD#6)	x
Simplex Grinnell - Bmt Fire Ext	
Southeast Texas Air Rescue(MTC)	X
Southeast Texas Regional Airport	X
Stat Care EMS	x
Sun Marine Terminal (Sunoco)	x
SWLA Mutual Aid Association	Exempt
Texas Eastern/Eastern Prod. P/L	returned unpaid
Texas Gas	X
Texas GLO Regional Mgr.	Exempt
Texas Petrochemicals	X
Total Inc.-Pt. Arthur	x
TX. Dept of Public Safety	Exempt
United States Coast Guard	Exempt
Valero	X
VIDOR ISD	x
Vidor Police Department	x
Water District #10 VFD	X
Webb, Murray & Associates	X
West Orange Fire Department	
West Orange Police Department	X
Westvaco	
Williams Fire & Hazard Control	x
WSI (TOTAL SAFETY)	X

A motion was made by Gary Collins and seconded by Larry Richard to approve the report from the Treasurer. Motion passed.

OLD BUSINESS

None

NEW BUSINESS

President Bolton discussed proposed Constitution and By-Law Changes as mentioned in the last regularly scheduled monthly meeting on May 7th. As per Article IX, Section 1 of the SNCA Constitution, the membership must be provided a copy thereof in writing (30) days prior to any vote of the described changes or amendments, at a regularly scheduled meeting, in August, 2008. Hand-outs of the proposed Constitution and By-Law Changes will be available at the July 2, Regularly Scheduled Meeting. Also, the Proposed 2009 SNCA Budget was discussed. The proposed changes to the Constitution and By-Laws and the Proposed 2009 SNCA Budget are as follows:

CONSTITUTION

SABINE – NECHES CHIEFS' ASSOCIATION

ARTICLE I

IDENTITY – PURPOSE – OBJECTIVES

Section 1. – Identity

The name of the association shall be the **Sabine-Neches Chiefs' Association**, herein after referred to as the **SNCA**. The **SNCA** shall be a non-profit association subject to applicable Federal and State Laws.

Section 2. – Purpose

The purpose of the **SNCA** shall be:

- 1) To unite member governmental agencies, industrial manufacturing facilities, public utilities, pipeline companies, petroleum/chemical storage facilities, public for-profit/non-profit entities, community service organizations, vendor/sales companies, and for-profit providers of contractual services for mutual aid assistance in the SNCA's area of mutual aid participation, specifically Jefferson, Orange, and Hardin Counties in Texas.
- 2) To provide for the exchange of technical information and developments in the field of emergency response.
- 3) To encourage and foster high professional standards of service to those that we serve.
- 4) Response members of the SNCA will respond to calls/requests for mutual aid assistance made by other SNCA members at the sole discretion of their Chief Officer, Chief Elected Official, or the person so authorized in their organization to commit to such requests. Nothing in the SNCA Constitution or By-Laws shall be construed as to require any SNCA member to respond to any mutual aid request.

Section 3. – Objectives

The objectives of the **SNCA** shall be carried out through such activities as:

- 1) Conducting monthly meetings with speakers, presentations, and training from Federal, State, Local Government, Industry Representatives that promotes the knowledge of potential hazards and emergency operations in the field of emergency response.
- 2) Serving in an advisory capacity and supporting training programs that foster professional growth, identification of hazards, and the education of emergency response personnel in all areas of emergency operations.
- 3) Soliciting information in the form of surveys and requests for comment on issues, legislation, standards, plans, decision-making tools, or any other item directly related to emergency preparedness or response.
- 4) Facilitate and encourage mutual aid agreements between SNCA Response Members in the SNCA's Organization area, specifically Jefferson, Orange, and Hardin Counties in Texas.

- 5) Maintaining contact with and supporting activities of mutual interest with other Emergency Management Associations and Mutual Aid Organizations.
- 6) Supporting and participating in drills and exercises that test or enhance the capabilities of the SNCA.
- 7) Presentation of annual awards and recognition for outstanding or exemplary work or programs in emergency response or service to the SNCA.

ARTICLE II

MEMBERSHIP

Section 1. – Non-Discrimination

The members, officers, directors, persons served by, agents, contractors, or institutions hired by the SNCA shall be selected, elected, appointed, or hired entirely on a non-discriminatory basis without bias with regards to age, sex, race, color, creed, religious belief, or national origin.

Section 2. – Terms/Definitions

Member: The authorized representative of a member governmental agency, industrial manufacturing facility, public utility, pipeline company, petroleum/chemical storage facility, public for-profit/non-profit entity, community service organization, honorary member, vendor/sales company, for profit provider of contract services, who is (21) years of age or older.

Member in remiss: The authorized representative of a member governmental agency, industrial manufacturing facility, public utility, pipeline company, petroleum/chemical storage facility, public for-profit/non-profit entity, community service organization, honorary member, vendor/sales company, for profit provider of contract services, who is (21) years of age or older in violation of Article II, Section 5, b of the Constitution.

Membership Area: The Agency, Company, Entity, or Organization must have offices and/or operations in the counties of Jefferson, Hardin or Orange. At Board discretion membership may be offered to any of the above that are contiguous to these boundaries and are of economic or national importance. Current Members in good standing with offices or operations outside of the defined membership area on date of adoption of Article II are exempt from this requirement.

Membership Classes: The following are the membership classes of the Sabine Neches Chief's Association: Governmental Agencies, Industrial Facilities, Public Utilities, Pipeline/Storage Facilities, Public For-Profit/Non-Profit Entities, Community Service Organizations, Vendors/Sales Companies, Honorary Members.

Government Agency: Any agency supported in part or whole by public tax monies that are governed by an elected/appointed board or body and are required to comply with all Federal, State, County, and Municipal Codes, Ordinances, Orders, and Directives. For membership purposes Volunteer Fire Departments that receive no tax money support will be placed in this membership area.

Industrial Facility: Any private for-profit facility that engages in the refining, distillation, compounding, manufacturing, or use of any petroleum product, chemical, or substance regulated as a hazardous material by Federal or State Statute.

Public Utility: Any public for-profit entity engaged in the provision of utility services to include electrical service, natural gas service, telephone service, or any other service regulated by the Public Utility Commission of the State of Texas.

Pipeline/Storage Facilities: Any private for-profit company that engages solely in the transportation by pipeline or fixed storage of any petroleum product, chemical, or substance regulated as a hazardous material by Federal or State Statute.

Public For-Profit/Non-Profit Entities: Any entity, organization, or institution that provides a service or function in the public response sector to include emergency medical service providers.

Community Service Organizations: Any non-profit entity, organization, or group, which provides disaster related services during times of an emergency for the good of the community at no charge.

Vendors/Sales Companies: Any private for-profit entity, organization, or company that provides products, materials, supplies, contractual services, or equipment related to public safety, industrial emergency response, or disaster related services.

Provisional Member: Any other facility, agency, entity, or organization located outside of Jefferson, Orange, or Hardin counties but because of their geographic location to those three counties could present a clear hazard to persons or SNCA members located in the SNCA operating area or, are entities that could provide specialized technical or other assistance approved by the SNCA Board.

Provisional members that are geographically located **outside** the State of Texas may only be responded to by Municipal SNCA members as a result of a Texas Governor's Declaration. Other Non-Municipal SNCA members may respond according to their own stipulations and limitations.

Provisional members are classified as non-voting members. Provisional members are encouraged to actively participate in SNCA disaster planning for the good of the association and its members. Responses by Provisional Members to a request by an SNCA member may be subject to rules of the State that the Provisional member operates in.

SNCA members may respond to requests for assistance from a provisional member at their own discretion. Responses by an individual member will not be construed as a response sanctioned or supported by the SNCA.

Honorary Member: Any authorized representative or other person not normally qualified for membership who honorably retires from any participating member agency, company, entity, organization, or group, or any person who has rendered distinguished service to the SNCA as determined by the Board of Directors.

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. 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.

Non-Voting Member: Any other member who does not meet the qualifications of a voting member.

Contract Fire Protection: Any private for-profit entity, company, or organization that provides fire, rescue, or public safety response capabilities to any member of the Association under written agreement or contract.

Section 3. - Qualification for Membership:

- a. To qualify as a member of the SNCA, members must meet the requirements and stipulations of the Constitution and By-Laws of the SNCA, and by definition, qualify under the classification of membership. Voting status to be determined by the Board of Directors based on verified information as contained in the response questionnaire.

- b. All current members must submit to the Secretary/Treasurer of the **SNCA** a current Emergency Contact Information Form and a Response Capability Form. Any changes shall be reported to the Secretary/Treasurer within (10) days.
- c. All members must provide a current inventory list of resources available for response to the Chair of the Inventory Committee. **Only** those resources available for response outside of a facility, entity, or jurisdiction shall be reported. Any changes to a current inventory list must be reported to the Chairperson of the Inventory Committee within (30) days.
- d. Falsification of any document to include misleading information on any document submitted by a member will constitute grounds to refer the matter to the Board of Directors to reclassify voting status or begin the elimination process.

Section 4. - Application for Membership:

- a. To apply for membership in the **SNCA**, a prospective member must complete and submit to the Secretary/Treasurer of the **SNCA** a letter requesting membership, an emergency contact information form, a response capability form, and provide a letter from a member in good standing recommending the prospective member.
- b. Falsification of any document or the information contained in any document to include any misleading information will be considered grounds to terminate the application process.
- c. The Secretary/Treasurer as an attachment to the application packet will provide all prospective members upon request of an application for membership, a copy of Article II of the Constitution and By-Laws of the **SNCA**.
- d. Upon receipt of the application packet, the letter of intent requesting membership along with the member recommendation letter will be read at the next following monthly meeting of the **SNCA**. This will begin the application review process with the stipulation that the application packet will be forwarded to the Board of Directors for review. This shall constitute the first and only required reading before the general membership.
- e. Upon review, the Board of Directors will determine the class of membership of the applicant, the designation of a voting or non-voting status, and the response capability of the agency, company, entity, or organization. The Board of Directors has the authority to question any information reported, request additional information as needed, and include a site inspection and/or inventory of reported capabilities if warranted.
- f. Based on the review of the Board of Directors, the applicant will be assigned a classification, and voting status, and the recommendation of the Board of Directors will be presented to the next scheduled monthly meeting for a general vote of the membership. To expedite the application process, information to the Board and recommendations from the Board can be exchanged via electronic means.
- g. Based on any objections as to the applicant classification status or voting status by any voting member in the general session, the applicant information will be referred back to the Board of Directors for additional study. The Board of Directors will review the information submitted, make a determination, and the applicant classification and voting status will be brought back to the voting members at the next scheduled monthly meeting. The findings of the Board of Directors will be presented, and a general vote of the membership will be taken.

Section 5. - Dues Structure:

- a. All dues for membership of the **SNCA** are yearly. The Secretary/Treasurer in August of the current calendar year shall invoice all members for the coming fiscal year. All dues will be due no later than December 31st of the calendar year invoiced. A dues payment extension may be provided across the membership or individually at the discretion of the Board, except no extension may exceed eleven (11) months.

- b.** Any dues paying member who fails to pay dues on or before December 31st shall become a member in remiss. Failure to pay dues and a processing fee as outlined in the by-laws by June 30th will result in the loss of rights as a member of the **SNCA**. Once a membership has lapsed due to lack of payment of dues, any member requesting re-admittance to the Association will comply with Article II Section 3 of the Constitution of the **SNCA** and be required to pay dues and late fees owed at the time of suspension.
- c.** The yearly dues structure is outlined in **Article I** of the **By-Laws** of the **SNCA**.
- d.** All dues paying members are required to host monthly meetings on a rotating basis.
- e.** Government entities not otherwise exempt from hosting requirements with multiple memberships by separate services are not required to individually host monthly meetings. One monthly meeting jointly hosted by all services of an entity of government will satisfy the monthly meeting-hosting requirement.
- f.** Community Service Organizations are exempt from dues and hosting requirements, however are not eligible for voting status.
- g.** Honorary Members will be exempt from dues and hosting requirements, however are not eligible for voting status.
- h.** Federal and State Agencies who are prohibited by statute from the expenditure of tax monies for professional or organization dues are exempt from the dues and hosting requirements, however are allowed voting status if they meet the qualifications of a voting member.

Section 6. - Honorary Membership:

Honorary membership may be conferred on a member in good standing who has honorably retired from a **SNCA** member, or a person who has rendered distinguished service to the **SNCA**. Requests for honorary membership shall be made to the Board of Directors, and upon a majority vote be conferred and duly announced at the next monthly **SNCA** meeting.

Section 7. - Contract Fire Protection:

Any member who enters into a contractual agreement for primary provision of fire, rescue, or public safety services will not be granted voting status unless said contract includes provisions that guarantees mutual aid response outside the contracted facility as part of the contractual agreement. Any member entering into a contractual agreement must notify the **SNCA** in writing within (30) days of the inception of any contractual agreement. The member must provide a copy of the portion of the contract so detailing the required provisions for membership, and the stipulation that the normal contract fees will be waived on any requested mutual aid response on behalf of the **SNCA**.

Section 8. - Elimination/Change of Voting Status:

- a.** The Board of Directors, either upon its own initiative or based on a recommendation in writing submitted to the Secretary/Treasurer, may recommend the elimination or change of voting status of any member for cause at the discretion of the Board.
- b.** Such recommendation will include a written report submitted to the voting members by the Board of Directors and may include, but is not limited to inquiries, investigations, site visits, or other documentation supporting such recommendation.

ARTICLE III

VOTING

Voting shall be conducted in accordance with *Robert's Rules of Order*.

- 1) All voting members present at any Monthly Meeting shall be entitled to cast one vote.
- 2) At the discretion of the President, or upon motion from the floor, voting may be conducted by written ballot.
- 3) Voting by proxy or mail shall not be permitted.
- 4) In cases of a vote by written ballot, the Sergeant of Arms, or in his/her absence, a Board Member and (2)-voting members appointed by the President shall supervise the tally of ballots. Upon tally, the results shall be reported to the Secretary/Treasurer, and so announced to the general membership by the President.
- 5) In cases of a tie vote, the matter shall immediately be referred to the Board of Directors. A vote by the Board of Directors utilizing a written ballot shall be taken, and the results shall so stand as the final vote on the matter.

ARTICLE IV

OFFICERS

Section 1. – Qualifications

- 1) Any voting member in good standing who has been a voting member for at least (1) calendar year shall be eligible to hold office.
- 2) Officers must be able to regularly attend **SNCA** functions, accept the responsibilities of the office they hold, and abide by the Constitution and By-Laws of the **SNCA**.
- 3) Officers must attend all regularly scheduled Monthly Meetings, Board Meetings, or Special Meetings called by the President. An excused absence due to emergencies or job related conflict must be forwarded to the Secretary/Treasurer in writing or by electronic means prior to the scheduled or called meeting. The President shall review the request for excused absence, and it shall be duly reported in the minutes of the meeting. If an Officer fails to request an excused absence and fails to attend a required meeting or function, the President may institute Removal from Office proceedings.

Section 2. – Officers

The Officers of the **SNCA** shall consist of a President, Vice President, Secretary/Treasurer, Sergeant of Arms, and (9) Directors.

Section 3. – Executive Officers

The Executive Officers shall consist of the President, Vice President, Secretary/Treasurer, and the Sergeant of Arms.

Section 4. – Board of Directors

The Board of Directors shall consist of the President, Vice President, Secretary/Treasurer, Sergeant of Arms, and the (9) Directors. The (9) Directors shall consist of (2) each from Municipal Fire, Industrial Sector, Law Enforcement, (1) EMS, (1) Health and (1) At-Large Director.

Section 5. – Elections

Officers whose terms are expiring shall be elected at the December meeting of each calendar year. The Board of Directors may delay or cancel elections and/or extend terms due to extenuating circumstances arising from acts of nature, man made disasters and/or acts of war.

Section 6. – Terms

- 1) The term of each Officer shall begin at the end of the annual meeting in which they are elected and installed.
- 2) The President, Vice President and Secretary/Treasurer **may not** succeed themselves in the same office. **The Secretary/Treasurer shall become Vice President elect, and shall succeed to the office of Vice President at the expiration of the term of the Vice President.** The Vice President shall become the President Elect, and shall succeed to the office of President at the expiration of the term of the President.
- 3) A member of a Government Fire Entity, Government Police Entity, and a Member of an Industrial Entity shall fill the Position of President, Vice President and Secretary/Treasurer on a rotating basis.
- 4) The Sergeant of Arms and Directors are not limited in the number of terms in which they may serve.
- 5) All Officers and Directors shall serve two-year terms.
- 6) The Directors of the **SNCA** shall be composed of (2) Directors from Municipal Fire, (2) Directors from the Industrial Sector, (2) Directors from Law Enforcement, (1) At-Large Director, (1) Director from EMS and (1) Director from Health. They will be elected on an odd/even year basis with (1) Director from Municipal Fire, Industrial Sector, Law Enforcement and EMS elected for terms beginning in even numbered years, and (1) Director from Municipal Fire, Industrial Sector, Law Enforcement, Health, and the At-Large Director for terms beginning in odd numbered years.

Section 7. – NOMINATIONS FOR OFFICERS

- 1) The Chair of the Nominations Committee shall appoint (2) Voting Members and the Nominating Committee shall consist of the Chair and (2) Voting Members.
- 2) The Chair of the Nominations Committee shall take nominations for Officers during the calendar year. Nominations must be submitted to the Chair of the Nominations Committee in writing (45) days prior to the December meeting.
- 3) The written nomination must include the person's name, position, address, contact numbers, and the position nominated for. No member may nominate himself or herself for an elected position in the **SNCA**.
- 4) It shall be the responsibility of the Chair of the Nominations Committee to verify the qualifications of the member submitted, and to contact the person nominated to insure their willingness to serve in the position nominated for.
- 5) Once nominations have been closed (45) days prior to the General Election, the Chair of the Nominations Committee shall prepare a list of prospective candidates. The list shall be submitted to the Nominations Committee for review. After review, a list of prospective candidates shall be submitted to the Board of Directors prior to the December meeting.
- 6) The list shall be reviewed by the Board of Directors at the forth quarter board meeting prior to the December meeting, and a slate of prospective candidates will be approved for submission to the membership for General

Election. The Chair of the Nominations Committee based on the approved slate shall prepare a written ballot. Spaces for write-in candidates shall be provided on the election ballot.

- 7) The slate shall be presented to the membership at the December meeting, and the President shall provide the membership the opportunity to make nominations from the floor, or accept the slate as presented.
- 8) Should floor nominations be made, the Chair of the Nominations Committee shall insure that the prospective candidate/s meet the qualifications for elected office in the Association prior to a vote being taken.

Section 8. – Vacancies of Office

- 1) If there is a vacancy in the Office of President, the Vice President shall automatically succeed to the Office of President.
- 2) If there is a vacancy in any other Office other than the Office of President, the President shall recommend an appointment to the Board of Directors, and upon a majority vote, shall so be appointed to the vacant office.
- 3) In the event of a vacancy in the Office of President and Vice President, the offices shall be filled on recommendation and vote of the remaining Officers.

Section 9. - Duties of Officers

- 1) The President shall serve as the Chief Executive Officer of the **SNCA**. The President shall preside over all meetings, appoint committee Chairpersons, select the site and time for Board of Directors meetings, represent the **SNCA** at all outside events, hearings, meetings for official comment, and perform other administrative functions and duties as required.
- 2) The Vice President shall preside in the absence of the President, and shall perform the duties of the President in case of his/her absence or inability to perform the duties of office, and perform other duties as assigned by the President.
- 3) The Secretary/Treasurer shall serve as the official record keeper of the **SNCA**. The Secretary/Treasurer shall keep minutes of all meetings, keep all records of the **SNCA**, be responsible for all financial transactions, receive deposits and disperse funds, assure the segregation of duties, handle all correspondence and keep a record thereof, and perform other duties as assigned by the President. The Secretary/Treasurer shall be bonded, and the bonding expense shall be paid by the **SNCA**.
- 4) The Sergeant of Arms shall maintain order at all **SNCA** functions. The Sergeant of Arms shall supervise the tally of all written ballots, conduct any inquiries as directed by the President of the **SNCA** and duly report his/her findings to the Board, serve as the officer of record for any contested point of order, and shall rule on all contested points of order involving the conduct of **SNCA** business. The Sergeant of Arms shall perform other duties as assigned by the President.
- 5) Directors shall assist the Executive Officers of the **SNCA** in the conduct of business and accomplishment of its purpose and objectives. Directors shall perform other duties as assigned by the President.

Section 10. – Removal from Office

No Officer of the **SNCA** may be removed from Office for lack of just cause.

- 1) The President shall insure that Officers of the **SNCA** are performing their respective duties and assignments.
- 2) Should the Executive Officers determine that an Officer is or has failed to fulfill the requirements of their respective office, removal proceedings may be instituted.

- 3) The Executive Officers shall meet, review the reasons or cause for removal, and prepare a recommendation for removal to be submitted to the Board of Directors for action.
- 4) The Board of Directors shall meet and review the recommendation of the Executive Officers. The recommendation shall go to a vote of the Board of Directors, and the results shall so stand as the final vote on the matter.
- 5) A written report to include the just cause for removal, the recommendation, and the results of the vote of the Board of Directors shall be provided to the membership within (10) days of the action.

ARTICLE V

MEETINGS

- 1) ***Robert's Rules of Order*** shall be the parliamentary authority for all meetings and matters of procedure not specifically covered by the Constitution and By-Laws of the **SNCA**.
- 2) The **SNCA** shall have a Monthly Meeting on the first Wednesday of each month of the calendar year at a place to be determined by the entity hosting the Monthly meeting. The President shall have the authority to change the meeting date due to holidays, or other conflicts, as he/she deems necessary.
- 3) Effective January 1, 2009, the SNCA as an organization will host (pay for with SNCA funds) 3 (three) **strategic planning meetings** to be held on regular monthly meeting Wednesdays on first monthly meeting for the first three quarters of each calendar year (January, April, July) at a place determined by the SNCA Board of Directors. One of the three **strategic planning** meetings must take place in Jefferson, Orange, **and** Hardin County each year. The purpose of these "**strategic planning meetings**" is to provide **an** opportunity for each committee to meet and conduct SNCA business **and provide an** opportunity for the SNCA board and all members to interact. There will be **no presentation** scheduled or allowed at **strategic planning** meetings that does not pertain to SNCA committee **strategic planning** work. The SNCA President may reschedule the required **strategic planning meetings to a different month in a quarter consistent with Article V, Section 2.**
- 4) The Board of Directors shall meet at least quarterly during a calendar year at a time and place determined by the President.
- 5) The President or Vice President, Secretary/Treasurer, or Sergeant of Arms, and (10) Voting Members shall constitute a quorum for any Monthly or Special Meeting of the **SNCA**.
- 6) Seven (7) Members of the Board of Directors shall constitute a quorum for conducting business at any Board or Special Meeting.
- 7) The President may call special meetings at any time if approved by the Executive Officers of the **SNCA**.
- 8) All Monthly Meetings of the **SNCA** are considered open meetings and are open to any person who may desire to attend.
- 9) All Board of Director Meetings are considered closed meetings, and not open to the General Membership or any person, unless so requested in writing to the Secretary to address a specific issue (5) days prior to a called Board Meeting.
- 10) The Secretary shall prepare at the direction of the President an agenda for all called meetings, and the agenda for the Monthly meeting shall be available at the site of the Monthly meeting.
- 11) Minutes of the meetings of the Board of Directors and Monthly meetings shall be available at the next meeting of the Association and approved as required.

ARTICLE VI

FINANCES

- 1) The Executive Officers shall develop and adopt procedures for ensuring accountability for all monies received and spent in the course of conducting **SNCA** business.
- 2) No monies may be spent for any purpose other than the conducting **SNCA** business without the approval of the Board of Directors.
- 4) Officers of the **SNCA** while conducting **SNCA** business shall be eligible for reimbursement at the approved State rate for expenses incurred for travel, lodging, and meals.
- 5) The Treasurer shall prepare and present a complete financial report showing income and expenses at each Board and Monthly meeting.
- 6) With the approval of the Executive Board, a qualified SNCA member or SNCA member's agency/company employee with qualifications approved by the Executive Board may be appointed as "Financial Secretary. The Financial Secretary duties shall be to perform accounting duties as directed and approved by the Secretary Treasurer. If a qualified SNCA member as described above is not available, the SNCA Board of Directors is authorized to contract such Financial Secretary services through "qualified" third party companies or non-SNCA individuals. Such contracted service would perform the Financial Secretary duties as directed by the SNCA Secretary Treasurer.
- 7) All bills must be submitted and approved by the Board of Directors.
- 8) Two signatures shall be required on all checks issued by the **SNCA**. Officers authorized to sign checks shall be the President, Vice President, and the Secretary/Treasurer.
- 9) All monies shall be deposited in an insured financial institution in the name of the **Sabine-Neches Chiefs' Association**.
- 10) An annual audit or one as required by the Board of the office of Secretary/Treasurer, and of all finances and records of the **SNCA** shall be conducted by an outside auditing firm so licensed to perform such an audit. The audit shall be submitted to and approved by the Board.
- 11) The SNCA shall maintain the Post Office box in use as of August 1, 2006 paid for with SNCA funds. This P.O. Box is designated as the permanent official mailing address for all SNCA correspondence. This action does not limit or restrict the Secretary Treasurer in the selection and use of any "physical address" needed for the shipping of "supplies" or other materials **that require** a "physical address". In these instances the Secretary Treasurer may select a physical address that is convenient for the material to be received, or an address for the convenience of the Secretary Treasure.
- 12) At the discretion of the Board, the Secretary Treasurer may be directed to rent a permanent or semi permanent storage facility of a type, size, and at a specific location, and for rental fees approved by a majority vote of the SNCA Board. The decision to continue to rent shall be re-approved at the first quarter board of directors meeting each year thereafter that a storage site is still in use. This storage site may be used as the storage location for; SNCA records, meeting supplies, committee supplies, or other items owned, leased, or on loan to the SNCA. Access to the storage facility is granted to members of the SNCA Board of Directors. Any member of the SNCA Executive Board may grant temporary access to this storage facility to other SNCA members as needed to support or facilitate "official" SNCA activities or operations. Keys or lock combinations to this storage facility shall be

changed when a new Secretary Treasurer takes office. The Board of Directors may terminate a storage site rental by a majority vote during any regular or called Board of Directors meeting.

ARTICLE VII

STANDING COMMITTEES

- 1) The President shall appoint a member, other than an Executive Officer of the Association to serve as the Chairperson of the following Standing Committees.
 - A) Nominating
 - B) Membership
 - C) Constitution and By-Laws
 - D) Budget
 - E) Training and Education
 - F) Awards-Public Relations
 - G) Communications
 - H) Inventory
 - I) Bosses Night
 - J) Program
 - K) Drill/Exercise
- 2) The President may appoint other Ad-Hoc Committees as deemed necessary.
- 3) The Chairperson of each Standing Committee shall appoint at least (2) Members of the Association to serve on the Committee.
- 4) The Chairperson of each Standing Committee shall provide a report of Committee activities at every Monthly meeting, and said report shall be recorded in the minutes.
- 5) The Chairperson of each Standing Committee shall call a meeting of his/her committee no less than once each quarter, prior to the Board of Directors quarterly meeting. Written minutes of the meeting shall be prepared by the Chairperson and submitted to the Secretary/Treasurer to be presented at each quarterly Board Meeting. Chairpersons of Committees may be required to attend Quarterly Board of Director Meetings at the request of the President.
- 6) The Chairperson of each Standing Committee shall fulfill the duties prescribed in the Constitution and By-Laws of the SNCA, and any other duties as assigned by the President.

ARTICLE VIII

AWARDS

- 1) Awards will be presented at the Bosses Night Meeting on the first Monday of December of each calendar year.
- 2) The Chairperson of the Awards-Public Relations Committee shall take nominations from the membership for award recipients prior to the 3rd quarter Board Meeting. The nominations shall be presented to the Awards Committee for a recommendation. The recommendation will then be presented to the Board of Directors for approval. The proceedings relating to nominations for award recipients shall remain secret, and shall not be reported in any minutes, or verbally to the membership.

- 3) The classes of awards is as follows:
- A) The Outstanding Member Award is presented to a Member in recognition of exemplary performance relating to emergency management, emergency response, or emergency related duties or program administration.
 - B) The Community Service Award is presented to any person who has provided leadership, guidance, facilities, equipment, or support to an Emergency Response Program, a Community, or the profession in the furtherance of emergency response activities.
 - C) The Distinguished Service Award is presented to the outgoing President.
 - D) The Awards Committee may recommend any Special Awards in recognition of contributions made in the advancement of Emergency Management, Emergency Response, or Public Safety.

ARTICLE IX

AMENDMENTS

Section 1. – Constitution

The Constitution may be amended by a majority vote of Voting Members present at any Monthly or Special Meeting provided the membership has been provided a copy thereof in writing or electronic means thirty (30) days prior to the meeting.

Section 2. – By-Laws

- 1) By-Laws may be amended or enacted by a majority vote of Voting Members present at any Monthly or Special Meeting.
- 2) No By-Law may be amended or adopted that conflicts or attempts to circumvent the Constitution of the **SNCA**.

Section 3. – Applicability

All amendments to this Constitution or By-Laws shall become effective immediately upon adoption. The membership shall be sent a copy, either written or of electronic means of any adopted amendment within thirty (30) days of adoption.

ARTICLE X

DISSOLUTION

In the event the **SNCA** is dissolved or ceases to exist; all assets of the **SNCA** shall be donated to the Lamar Institute of Technology in Beaumont, Texas, and shall be used for facility upgrade or maintenance for the Regional Fire Academy, Regional Police Academy, Emergency Medical Program or Homeland Security Program.

ARTICLE XI

APPLICABILITY

This Constitution revokes and supercedes any Constitution previously adopted.

This document approved by the Board of Directors February 21st, 2001

Revised: 01/15/03 Constitution, Article II Section 2 adding Hardin County.

Revised: 00/00/04 Constitution, Article IV Section 2, 4, 6 adding an EMS Director position to the Board. Article VII, Changing Officer to Executive Officer in description of who may not chair standing committees.

Revised: 05/10/06 Constitution, Article II Section 2 Terms/Definitions added Member in remiss. Article II, Section 4, f, Changed to allow use of electronic means during the applicant review process. Article II, Section 5, b, adding a processing fee to delinquent dues. Article IV, Section 2, changing from 8 to 9 directors. Article IV Section 4, adding a position of Director from Health. Article IV, Section 6, 2, amending the lines of succession to include the Secretary/Treasurer. Article IV, Section 6, 3, establishing the rotation of the offices. Article IV, Section 6, 4, deletion of Secretary/Treasurer. Article IV, Section 5, the inclusion of wording allowing Board to cancel elections or extend terms of office. Article IV, Section 6, 6, Deletion of first sentence, addition of Director from Health and wording on election of directors. Article V, Quorum for Board of Directors meeting from 5 to 7. Article VI, 10 Changing to annual audit. Article IX, Section 1 & 4, Adding electronic means. Article X, Deleting Beaumont Fire Training Facility and replacing with Lamar Institute of Technology and specifying programs benefited.

Revised: 00/00/08 Constitution, Article II Section 2 expanding membership area and adding Volunteer Fire Departments to Government Agencies definition. Article III Section 9 3) addition of wording allowing Secretary/Treasurer to solicit help with financial documentation. Article V Addition of Quarterly work meetings for committees. Article VI addition of Section 11 allowing the Secretary/Treasurer to maintain a physical address of their convenience. Article VI, Section 12 allowing the Secretary/Treasurer at Board discretion to rent a storage facility for SNCA use.

SABINE – NECHES CHIEFS’ ASSOCIATION

BY-LAWS

ARTICLE I

DUES STRUCTURE

The dues structure for the SNCA shall be as follows:

Voting Members Non-Voting Members

Government Entities: (FD/PD/Emer Mgt/ESD/WD)	\$250.00 per year	\$300.00 per year
Industrial Facilities:	\$250.00 per year	\$300.00 per year
Public Utilities:	\$250.00 per year	\$300.00 per year
Pipeline/Storage Facilities:	\$250.00 per year	\$300.00 per year
Public For & Not for Profit Entities:	\$250.00 per year	\$300.00 per year
Volunteer Fire Departments*	\$50.00 per year	\$0 per year
Vendors/Sales Companies:	N/A	\$500.00 per year

Provisional Member N/A \$300.00 per year

* Those Fire Departments that are not established Emergency Service Districts and who do not receive any public tax support

For dues renewal paid after December 31st but on or before June 30th there shall be a Fifty (\$50.00) dollar-processing fee added.

ARTICLE II

COMMITTEE RESPONSIBILITIES

Section 1. – Nominating

Responsible to provide the annual slate of officers for vacant positions according the Constitution of the SNCA.

Section 2. – Membership

Responsible for actively recruiting new members and insuring continued participation of current members.

Section 3. – Constitution and By-Laws

Responsible to maintain the official copy of the current Constitution and By-Laws of the SNCA. Responsible to prepare any amendments to the Constitution and By-Laws as proposed by the Board of Directors or membership.

Section 4. – Finance/Budget

Responsible to assist the SNCA Board of Directors and Financial Secretary in developing the organizations annual budget.

Section 5. – Training and Education

Responsible to monitor the training available to the Emergency Response Community, and report recommendations for improvement to the Board of Directors. Responsible to participate in and conduct surveys from the membership or outside entities, and makes a recommendation to the Board of Directors on the findings. Responsible to audit by survey or other means the level and applicability of training offered to the Emergency Response Community and forward recommendations to the President for action by the Board of Directors. The Chairperson of the Training and Education Committee shall serve as the representative of the SNCA on any outside training or education committees such as the Annual School Training Committee.

Section 6. – Awards/Public Relations

Responsible to solicit information and make recommendations to the Board of Directors for annual awards to be presented by the Association according to the Constitution. Also responsible for issuing press releases or other public notices approved by the Board of Directors.

Section 7. – Communications

Responsible to gather information, prepares, and disseminates the Communications Capability Inventory of the SNCA. Responsible to participate at the direction of the President or Board of Directors in any other outside communications committees as necessary. The Chairperson of the Communications Committee serves as the contact for all communications related issues involving the SNCA.

Section 8. - Inventory

Responsible to gather, prepares, and disseminates the Inventory List of response equipment available during times of an emergency to SNCA members. The Chairperson of the Inventory Committee shall maintain the response

inventory information of the SNCA and insure that the communications center/s and Response Tasking Group have the latest up-to-date inventory information.

Section 9. – Bosses Night

Responsible to handle all arrangements and details of the Annual Bosses Night. The Bosses Night Committee Chairperson may appoint sub-committees for registration, food and beverage, program, audiovisual support, and any other sub-committee as needed.

Section 10. – Program

Responsible to solicit, arranges for, and supports a program at each Monthly meeting. The program shall be a topic that is directly related to the purpose and objectives of the SNCA, and **shall not** be a sales pitch or presentation by a vendor directly related to the sale or marketing of a product. The Chairperson of the Program Committee shall interact closely with the Chairperson of the Training and Education, Communications, and Exercise and Drill Committees in determining issues and matters of interest to the SNCA.

Section 11. – Drill and Exercise

Responsible to monitor and present information on all drills and exercises that relates to the purpose of the SNCA. Responsible to either plan or otherwise make arrangements to conduct or participate in no less than (1) full-scale drill or exercise annually that involves a full response of all of the response capable members of the SNCA. The Chairperson of the Drill and Exercise Committee shall receive all correspondence relating to drills and exercises sent to the SNCA, and shall review it and determine the level of participation by the SNCA. Members are encouraged to submit all drill and exercise information to the SNCA for potential participation.

ARTICLE III

MEMBERSHIP BENEFITS

Each member of the Association shall be provided on initial membership a Certificate of Membership suitable for framing. A current copy of the Constitution and By-Laws of the SNCA. A copy of the SNCA Manual, including the SNCA Operational Procedures, all Attachments, an appropriate number of SNCA patches and vehicle decals, an SNCA organizational wall chart, and copies of the minutes of meetings of the SNCA.

ARTICLE IV

MEMBER PROHIBITIONS

- a) No member of the SNCA shall use, purport, or falsely represent his/her membership with the SNCA for personal gain, political reasons, or otherwise engage in activities contrary to the purposes and objectives set forth in the Constitution of the SNCA.

- b) Members shall insure that all patches, decals, or identifying markings of the **SNCA** be removed from any and all items of response clothing and equipment prior to disposal or surplus.
- c) No member shall display a patch, decal, or other identifying markings of the **SNCA** in a manner other than in the normal conduct of business associated with **SNCA** membership.
- d) No Member of the **SNCA** shall make any public statement to the media or otherwise acting in the capacity of or representing the **SNCA** without approval of the Executive Officers.
- e) Any violation of any member prohibition may be grounds for termination of **SNCA** membership at the discretion of the Board of Directors.

ARTICLE V

ASSOCIATION RECORDS

- 1) The **SNCA** shall maintain records necessary for the conduct of business of the **SNCA**.
- 2) The Constitution and By-Laws of the Association, list of Past Presidents, roster of Lifetime and Honorary Members, and list of Award recipients shall be maintained on a permanent basis.
- 3) Minutes of Monthly meetings and Board Meetings, financial records, and other correspondence of the Association shall be maintained for (7) years. Upon expiration of the (7) year period, the out-of-date records shall be shredded and/or disposed of.
- 4) The President may recommend to the Board of Directors that certain records or historical accounts of the **SNCA** be forwarded to the Fire Museum of Southeast Texas to be put on display with other **SNCA** memorabilia already on display. Upon approval by the Board of Directors, said information shall be turned over to the curator.
- 5) The Secretary shall maintain the current records of the **SNCA** necessary for conducting day-to-day business. Every effort shall be made to store such records in an electronic medium to reduce the burden of storage.

ARTICLE VI

APPLICABILITY

These By-Laws revoke and supercede any By-Laws previously adopted.

Approved by the Board of Directors on February 21st, 2001.

Revised: May, 10 2006 Article I addition of penalty for late payment of dues.

Revised 00/00 2008 Article I amount of dues, Article II, Section 4 rename Audit to Finance/Budget and new definition, Section VI redefine Awards to Awards/Public Relations and add to definition.

**SNCA Proposed 2009 Budget
Worksheet**

2007 Data	
\$1,065.24	
\$383.97	
\$50.85	
\$1.19	
\$150.00	
\$38.97	
\$2,025.00	
\$105.32	
\$110.50	
Total 2007	\$3,931.04
Bosses Night	\$6,810.19

BOD Meals	\$1,200.00
Office Supplies	\$400.00
Awards	\$75.00
Interest Expense	\$2.00
Dues & Subscrip	\$150.00
Internet& Phone	\$50.00
Profession Fees	\$2,100.00
Bank Fees	\$150.00
Postal	\$150.00
Total Operating	\$4,277.00
Strategic planning meetings	\$4,000.00
Bosses Night (Proposed)	\$11,000.00
Database Support	\$2,500.00
Total Proposed Expenses	\$21,777.00
Proposed Income from Dues	\$22,450.00
	\$673.00

STANDING COMMITTEE REPORTS

Nominating Committee: Tommy Wells – No Report

Membership Committee: Dennis Gifford- No Report

Constitution and By-Laws: Gary Collins- See previously described proposed amendments to the Constitution and By-Laws,

Audit Committee: Andrew Garcia – No Report

Training and Education Committee: Elgin Browning

Elgin Browning advised the membership of the upcoming **60th Annual IRECA Rescue Conference and Extrication Challenge that will be held in Beaumont from June16-21, 2008.** The BLS, ALS and Extrication Challenge will occur at the Holiday Inn, Walden Rd. The Technical Rescue (Confined Space/Rope) Challenge will occur over several days at the BEST Complex, Beaumont. All Challenge information is available at www.ireca.org . For any additional information, contact Elgin at EBrowning@gt.rr.com

The State Fireman's and Fire Marshals' Association of Texas, 132nd Annual Conference and Convention, hosted by the East Texas District, held in Beaumont, June 5-11 had (646) attendee's and went very well, according to Beaumont Fire Chief, Anne Huff.

Also, the annual State Hurricane Conference held in Galveston, Texas, May 20-22 was successful according to State Regional Liaison Officer, Jay Hall. There was good attendance numbers and it appears the Conference will continue to be held in Galveston for the foreseeable future.

For a complete, up-to-date listing of other area Training and Education Opportunities for First Responders, please refer to the SNCA Website and click on "Calendar of Events". Should you have any training opportunities that you want posted, Elgin asks that you contact him at EBrowning@gt.rr.com

Awards Committee: Stephanie Garsea—No Report

Communications Committee: Pat Grimes

Pat advised Clem Stinebrickner continues to work on and improve the SNCA Special Needs Database. One of the improvements will focus on 2-1-1 Special Needs Registration Information being automatically downloaded to the SNCA Database.

Inventory: Vernon Pierce – No Report

Bosses Night: David Frenzel

Chief Frenzel advised the membership needs to try and "lock-in" a date for the Annual Bosses Night event. This should be done as soon as possible to secure the location and featured entertainment.

Program Committee: Bryant Champagne

Programs are scheduled through August of this year. However, Bryant welcomes any prospective Programs for the remainder of the year.

Should any member have an idea for a program, please contact Bryant at (409) 989-7909 or bryant.champagne@motivaent.com

Drill and Exercise Committee: Bob Stegall

Bob Stegall advised the US Coast Guard will host a (2) day "AMSTEP" Field Exercise, July 15-17, 2008. All Industry and First Responder Entities are welcome to participate. "DHS" Exercise Credit will be awarded for those respective entities that participate. The Field Exercise will be held at Ford Park. The State Emergency Operations Center (EOC), USCG will participate and the Department Of Homeland Security will send observers. This Field Exercise will be a "Multi-Staged Terrorist Attack" Scenario and is considered the most aggressive maritime exercise ever attempted. During the "Drill", the MARSEC Level will increase to Level II and Level III respectively.

AD HOC COMMITTEE REPORTS

Homeland Security Committee: Steve Curran- No Report

Oil Spill Committee: Tommy Wells

Tommy advised next month (July), the Committee will be involved in an Oil Spill Drill in Lake Charles, La.

Overhead Team Committee: Scott Kerwood

Chief Kerwood advised the Texas Forest Service has named our All Hazard Incident Management Team (AHIMT) for this region, the "Golden Triangle Team". The Team remains in the "Active" status and was actually on "standby" for the West Texas Polygamist Compound Incident.

The "Golden Triangle Team" will attend an AHIMT class, June 15-21, 2008 at the Hilton Hobby Hotel, Houston. Check in will be on Sunday from 4 pm to 6 pm. Class will be held Monday June 16 beginning at 8 am. Class will conclude on Saturday, June 21 at 3 pm. There is no cost to the SNCA as the course is paid for by the Texas Forest Service.

Strategic Planning Committee: Cindy Powers- No Report

SNCA Golf Tournament Committee: Bobby Layne/ Bryant Champagne- No Report

Public Relations Committee: Stephanie Garsea—No Report

RECENT EMERGENCIES/ ISSUES

Recent emergencies were not discussed due to Time Constraints

SPECIAL ANNOUNCEMENTS:

Captain (Captain of the Port) Tom Sparks, U.S. Coast Guard announced that he will soon be transferring to the South Pacific, specifically the island of Guam. His replacement will be Captain Plunkett. There will be a formal "Change of Command Ceremony" at the Beaumont Holiday Inn on Interstate 10, July 2, 2008.

Captain Sparks will certainly be missed by all. He was very supportive of the SNCA and was instrumental in advocating our regions strategic importance to the folks at DHS. The SNCA Membership wishes Captain Sparks and his family the best of luck in the future.

PROGRAM

Red Callendar, with “Capital Safety”, Territorial Sales Manager for East Texas and the Houston Area, discussed “Who They Are and What They Do” and some of his Company’s products.

PLEASE NOTE THE UP-COMING HOSTS:

MONTH	YEAR	ENTITY
July	2008	Chevron Phillips
August	2008	Valero
September	2008	Huntsman
October	2008	TOTAL Petrochemicals
November	2008	Stat-Care Ambulance
December	2008	Orange Co. ESD #3

ADJOURN

A motion was made by Scott Kerwood and seconded by Steve Curran to adjourn the [707th](#) meeting at 12:05 p.m. Motion passed. Meeting adjourned.

Respectfully Submitted,

John Owens

Secretary/Treasurer