



EMERGENCY MANAGEMENT SECTION MEETING AGENDA

2021 June Meeting

6/10/21

1500 – 1600

Meeting called by Frank Frievalt, Section President

Attendees: (Anticipated, based on responses received from meeting invitation)
Sagar Patel, Jordan Villwock, Brenda Emrick, Brian Helmick, Vicki Osborn
– Unavailable – Ray Riordan

Please read: Review Cliff Notes from Individual meetings (page 2-4)

Please Bring: None

1500 – 1520

EM Section Technology Infrastructure

Website | Frank Frievalt & Kelsey Jones

Wild Apricot - Membership | Frank Frievalt

Sponsorships | Frank Frievalt

1520 – 1540

Committee Strategy Meetings with EM Section Members

Constitution & By Laws Status Update | Jordan Villwock & Sagar Patel

CESA Liaison | Vicki Osborne

Legislation Status | Frank Frievalt

1540 – 1550

Interim Actions Until Annual Conference

Next Steps & Assignments | Guided Discussion

Agenda and Meeting Plans | Chief Frievalt & Brenda Emrick

1550 – 1600

Good of the Order

FOR YOUR REVIEW:

4/20 Cliff Notes – Initial Meeting Follow Up

First, thank you all for taking the time to meet and bring your respective expertise to the discussion, and to the work ahead of us in this section of CalChiefs. What follows are certainly not minutes, rather some of the high points and assignments:

- Given the inability to refer to a progression of officers as the Constitution & Bylaws are being drafted, I suggested we appoint interim officers between now and the annual EM Section meeting at the CalChiefs conference in September. Interim officers will become nominees for election as regular officers at that time. This allows room for additional eligible and interested members to seek office, interim officers to withdraw if they feel the interim assignment is not a good fit, and possibly add officers if we see a need to do so in the interim.
- The current officers in the EM Section are:
 - President: Frank Frievalt (CalChiefs appointment due to retirement vacancy)
 - Secretary/Treasurer: Brenda Emrick (EM Section President Appointment-Interim)
 - President-Elect: Brian Helmick (EM Section President Appointment-Interim)
 - Past-President: Vacant
 - Liaison-CESA: TBD by CESA Board at their next meeting
 - Director - Mitigation & Recovery: Sagar Patel (EM Section President Appointment-Interim)
 - Director - Preparedness & Response: Jordan Villwock (EM Section President Appointment-Interim)
- Our goals and enabling assignments between now and the annual section meeting follow. I'm showing myself in each of these only because I've started them and need to brief you in on their status before delegating:
 - Complete draft Constitution and Bylaws (current draft content provided yesterday)
 - Assignment: Frievalt; Patel & Villwock to assist
 - Re-tooling of website, to include online membership management, recruitment, and page layout
 - Assignment: Frievalt; Emrick & Jones (WFCA) to assist
 - Prepare for Annual Conference Meeting
 - Assignment: Frievalt; Helmick & CESA Liaison to assist and coordinate with CalChiefs Executive Director
 - Prepare for potential legislative testimony
 - Assignment: Frievalt; Helmick & CESA Liaison. Guidance will be from CalChiefs Executive Board
 - Schedule assignment meetings and regular EM Section meetings
 - Assignment: Frievalt; Emrick

5/6 Cliff Notes - Constitution & Bylaws – Meeting with Jordan Villwock

- The assignment of completing a draft of the EM Section Constitution and Bylaws; I've attached the draft I started, and the sample C&BL's Tracey and Sagar provided.

- While we are a section of CalChiefs, the intent is to build a very clear and strong relationship with CESA; where appropriate, reflect that in the C&BL.
- You'll forward a draft for review when ready
- We discussed the idea of some corporate sponsorship that would be on the website and represents the shared fire service and emergency management focus. I'm working on one with FirstNet, you had a few ideas you'll discuss with Sagar and Vicki.
 - We will need to run any sponsorships through the Executive Board before making any commitments.

5/25 – Cliff Notes - CESA Liaison

- CESA President Vicki Osborn and I met this morning
 - The CESA President will be assigned as the CESA Liaison to the EM Section
 - Thank you, Vicki, know your plate is full, having you as the Liaison brings a lot of credibility from the professional EM world.
 - The CESA Legislative Director will be assigned as the alternate
 - This is currently Ray Riordan (thank you Ray). He and I have already done some comparative legislative review.
 - Neither Vicki nor I feel we have good radar on legislative hearings, specifically the new Emergency Management Committee. I'll be reaching out to Ray Gayk who has had some dialogue with the Committee Chair to improve our awareness and preparation.
- Secretary/Treasurer Brenda Emrick and I met this afternoon
 - Brenda will be reaching out to schedule a section meeting sometime between now and 6/14, please give her a timely turn around.
 - The meeting will include reporting out on assignment status, agenda prep for the conference meeting, and also some messaging content for the website.
 - Brenda will contact Vicki to identify opportunities for me to provide short messaging to the various state EM groups about the CalChiefs EM Section, our commitment to meet our EM colleagues where they are at, and to build relationships and capacities for a stronger EM capacity in our communities.
 - Brenda and I are meeting tomorrow with the WFCFA website content manager, we will be working on:
 - Sponsorship logos and content (have a verbal commitment from FirstNet), looking for 2-3 more, Jordan is chasing down a few possibilities.
 - Online registration. Hoping to convert the short messaging to EM groups into memberships, and attendance at the conference.
 - General site management

6/3 – Chief Frievalt Outreach – Sagar Note-

I can reach out to our OA to arrange for him to speak at the next in person gathering. I think they plan to resume in July as will OCEMO from my understanding. I believe Kelly has a similar plan for Santa Barbara County and I can reach out to Jeff DuVall to see how Sonoma is running at present. If they are still virtual, it would probably be the quick way to drop a message to the various OAs throughout the state.

6/7 Additional updated notes (FYSA):

- FirstNet is a go at \$1,500/month.
- Potential additional sponsors - Juvare and Genasys. More to come on this

- Have a call in to the CalChiefs CPA to address any requirements about how we receive and designate sponsorship revenue.- Spoke with Dave on Monday 6/7
- Chief Gayk has provided an introduction to Mike Dayton, Chief of Staff for Assemblyman Rodriguez' Emergency Management Committee.