



CAL CHIEFS EMERGENCY MANAGEMENT SECTION MEMBERSHIP MEETING MINUTES MARCH 10, 2022 - 1300-1430

1. Call to order & Roll Call
 - a. Board Members Present: Chief Frievalt (Mammoth Lakes), Chief Helmick (East Contra Costa County), EM Sagar Patel (Ontario), Brenda Emrick (Costa Mesa)
 - b. Invited Prospective Members Present: EM Lisa Keyworth (Brea), Deputy Chief J. Matsushita (Santee), EM Joseph Ramos (Rancho Cucamonga).
2. Review and Approval of Minutes – Approved by Majority (Helmick, motion, Patel 2nd)
 - a. Minutes link – Cal Chiefs Website - <https://em.calchiefs.org/>
 - b. Opportunity to review with new members during discussion
 - i. Chief Frievalt – Board has been working to bring the section current with new Constitution & Bylaws, design mission-centric plan for Board Members, and develop and onboard sponsors (Genasys and First Net). Intent to build new relationships among the fire service and emergency management professionals.
 - ii. Chief Helmick – Welcomed to new members and thanked Board for their efforts. Concurred with Chief Frievalt’s description of purpose of the group and dedicated his support to the section and membership.
 - iii. Board Member Sagar Patel – Supportive message to all in attendance to assist the section in our strategic goals.
 - iv. Board Member Brenda Emrick – Shared resource information about the section on the website. Will send follow up email to invited attendees and Board members that will include the Board Member contact list, Constitution & Bylaws and meeting minutes.
 - v. Lisa Keyworth – Emergency Manager for the City of Brea, Brea Fire Department – looking forward to learning more about the section.
 - vi. Deputy Fire Chief Jason Matsushita – Santee Fire /Emergency Management – shared interest and support of the section and looked forward to being part of the group.
 - vii. Jason Ramos – Emergency Manager for the City of Rancho Cucamonga, Rancho Cucamonga Fire District - shared support of the section and looked forward to being part of subcommittee activities as they develop
3. Budget Report
 - i. YTD Expense (actual and encumbered) – Fee expended to cover 1 year subscription in membership platform – Wild Apricot (same online membership portal as Cal Chiefs)
 - ii. YTD Balance – Approximately \$24000
 - iii. Expenditure Requests – none at this time
4. Old Business
 - a. Request for FDAC Conference Presentation on Emergency Management
 - i. Board Member Patel was able to connect FDAC conference liaison with EM Jeff Duvall to support the request (April 2022).
 - b. Status of website

- i. Online membership portal – the portal should be operational on Friday, March 11.
 - ii. Ability to invoice – the Wild Apricot platform will have the capability. Refer to the EM Section Constitution and Bylaws for membership pricing. NOTE: EM Section will cover the CESA membership fee to Cal Chiefs (from sponsorship funds) and waive the individual membership for individual CESA members who are “current members and in good standing” with that organization.
 - iii. Resource pages, Agendas, Meeting Minutes, 2021 Annual Report accessible on the site.
 - c. New sponsorship status – A third company (in addition to First Net and Genasys) are in talks with Chief Frievalt for potential sponsorship. Sponsorships will assist the section in improving emergency management infrastructure within the fire service (training, resources, etc.)
 - d. Legislative Update- Board Member Ray Riordan was not in attendance but shared 11 emergency management-specific legislative items in the 2022 docket. Chief Helmick share that there are over 2100 different bills in the legislative queue for this year. Find the 2022 Legislative update on the EM Section website.
5. New Business
- a. Request to participate in research study –Approved by Majority Vote (Patel, motion, Helmick 2nd). Chief Matsushita will share resources with others in the field of emergency management and through his educational partnerships.
 - i. Assistant Professor Changwon Son; Industrial, Manufacturing, & Systems Engineering, Texas Tech University Assistant Professor
Director, Safety, Human factors, And Resilience Engineering (SHARE)
(<https://www.depts.ttu.edu/imse/>) Lab (<https://www.thesharelab.org>)
Email: changwon.son@ttu.edu - Phone: 806-834-5508
 - ii. General Information - Institutional Review Board oversight
 - 1. 1.0-1.5 hours in length
 - 2. Experience with two or more simultaneous emergencies
 - 3. Video-conference methodology
 - 4. EM Section and CESA will have access to and permission to share findings
 - b. SEMS Advisory Board Meeting
 - i. SEMS Advisory Board meeting was held on March 9 – This meeting was held virtually via Zoom. The agenda, previous meeting minutes, and read-ahead material were sent out prior to the meeting. OCFA Fire Chief Fennessey was the representative from Cal Chiefs and reportedly attended the meeting as shared by Chief Frievalt today. No report received to share as of today’s meeting. Any information will be shared via email when received.
 - c. Enrollment of new members – The membership portal at the web link provided above will be open for membership enrollment on Friday, March 11. Review the Constitution and Bylaws for membership pricing.
 - i. Contact Secretary/Treasurer if problems occur
6. Reports/Communications for Board Review
- a. **Emergency Management Events**
CESA - California Emergency Services Association Conference, May 2-5 in San Diego -
<https://cesa.net/> - CESA Conference: <https://cesa.net/event/2022conference>

7. Board Member Comments
 - a. Thanks and shared welcome for all in attendance.
 - b. Appreciation to the Board in meeting the goals set out more than a year ago to bring the EM Section to fruition.
 - c. Agreement that the EM section can do great work in creating a strategic partnership with EM and Fire Service professionals. The Section can bring solid focused attention and emphasis to the emergency management discipline and improve the capabilities of all who serve and support the EM mission.
 - d. Chief Frievalt will continue discussions and collaboration with CalOES on credentialing and position-specific and EM training needs for the fire service.
8. Administrative Business
 - a. Next Meeting – Cal Chiefs Conference – September 13, 14, & 15 in Sacramento. More details will be available later this spring on meeting dates and times.
 - b. Next Board Meeting is scheduled for April 21 at 1400 hrs. via ZOOM. Link will be sent out prior to meeting.
9. Adjournment – meeting concluded at 1355 hrs.

Cal Chiefs Emergency Management Section Board Members

President

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Director – Recovery & Mitigation

Sagar Patel, MPA
Emergency Manager
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Secretary/Treasurer

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