



Organized Feb. 9, 1949

SABINE-NECHES CHIEFS ASSOCIATION

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2015 Board of Directors

Dale Jackson
President 15-16

Tim Ocnaschek
Vice-President 15-16

Charlie Kosh
Secretary/Treasurer 15-16

Carman Apple
Sergeant-at-Arms 15-16

Bryant Champagne
Fire Director 14-15

Larry Richard
Fire Director 15-16

Tommy Wells
Industry Director 14-15

Chris Gonzales
Industry Director 15-16

Gary Porter
Police Director 14-15

Aleta Cappen
Police Director 15-16

Jeff Kelley
At-Large Director 15-16

Stephanie Garsea
EMS Director 15-16

Cindy Powers
Health Director 15-16

1st Quarter Board of Directors Meeting

MINUTES

January 22, 2015, 11:00 am

Quorum is (7) Voting Directors

On Thursday, January 22, 2015 at 11:08 am, Dale Jackson, President of the Sabine Neches Chief's Association called to order the 1st Quarter Board of Directors Meeting held at The Schooner in Nederland.

Board Member Chris Gonzales was excused.

Visitors: Steve Curran (Website Committee), Pat Grimes (Inventory and Communications Committee), and John Owens (Past President) were present to address scheduled agenda items.

Committee Chairpersons, M. Delaney, L. Havens, J. Hansen were present.

Closed Meeting: Noting that a Quorum was present, President Dale Jackson opened the meeting.

Old Business:

President Jackson asked for "Approval" of the previous quarter's Board meeting minutes as e-mailed. A motion was made by Cindy Powers and seconded by Stephanie Garsea to approve the minutes. Motion carried.

President Jackson asked for "Approval" of the electronic vote record from Board's previous quarter. The first e-vote occurred to approve a recommendation to membership of Hayden and Company. The second e-vote occurred to approve a recommendation to approve a recommendation to membership for SS Sprinkler. Both preceding votes were conducted on November 23, 2014 by BlackBoard messaging. Then on December 1, 2014, an e-vote was conducted via BlackBoard messaging for the outreach sponsorship of the Beaumont Fire Safety Festival and Cops and Kids program for 2015. A motion was made by Carrmen Apple and seconded by Aleta Cappen to accept the e-votes as conducted. Motion passed.

Financial Report: Secretary/Treasurer Charlie Kosh presented the following financials:

Checks issued since last Board meeting:

Schooner Restaurant	Board Meeting	\$ 496.92
Juxtapose Inc.	Webhosting	\$ 54.13
Johnsen's Florist	Wood funeral	\$ 146.14
Stephanie Garsea	Reimburse for golf flyers	\$ 42.22
Stephanie Garsea	Reimburse for awards	\$ 613.50
David Frenzel	Reimburse for Bosses Night	\$ 4,423.80
Moncla's	Bosses Night catered food	\$ 3,620.00
City of Groves	Bosses Night venue rental	\$ 250.00
Firehouse Band	Bosses Night entertainment	\$ 250.00
Red's Liquor	Bosses Night beverages	\$ 375.69
Postmaster	Box rental fee	\$ 74.00
Juxtapose Inc.	Webhosting	\$ 54.13
Beaumont Police Dept.	Cops & Kids	\$ 1,000.00
Fire Museum of Texas	Fire Prevention Activities	\$ 1,500.00
Juxtapose Inc.	Webhosting	\$ 54.13

Account Balances

Checking Balance	\$39,740.35
CD Balance	\$ 4,967.86
CD #2 Balance	\$ 5,126.03
Total Balance	<u>\$49,834.24</u>

Cindy Powers made the motion to approve the Financials and Stephanie Garsea seconded the motion. The motion carried.

Correspondence: None

New Business:

Tim Ocnashek led a discussion to consider Jeff Kelley as an honorary member of the SNCA since he has retired as Orange County EMC and had served the SNCA for many years. Bryant Champagne made a motion that was seconded by Larry Richard to make Jeff Kelley an honorary member. The motion passed.

John Owens presented an issue to the Board about changing the Association Chaplain to Brad Penisson since Chaplain Turner has other issues consuming his time. In the discussion it was noted that if both individuals were in agreement the change would be fine. Tommy Wells made the motion to change the Chaplin to Brad Penisson. The motion was seconded by Carmen Apple. The motion was voted on and passed.

Tim Ocnashek raised a potential issue in the Constitution: In section 7, part 2, Officer Nominations are due by noon, the 1st Wednesday in November each year. Then in part 5, The Board should have the list from the Nomination Committee Chair before the fourth quarter Board meeting for nominee review/approval. The fourth quarter Board meeting has always been held in late October, (planned for Oct 22 this year) which means there is a date conflict. Recommendation is that the due date be changed to October 15. We get the nominations by email or text anyway so it shouldn't matter what day of the week it is, and that date precedes the normal 3rd week Board meeting we tend to have. After a lengthy discussion it was decided to table the issue for now and have the Nominating Committee Chairperson (Matt Delaney) to come back to the Board with proposed changes.

Tim Ocnaschek presented a potential SOG, Constitution, or By-Laws addition that needs to be provided regarding the development and maintenance of a “budget”. It is currently only outlined in the October 2013 Board Minutes and November and December 2013 General Meeting Minutes. Additionally, Article VII (Standing Committees) of the Constitution currently defines a Finance/Budget Committee (Part D) which is not one of the standard committee reports provided each month. In order to streamline this issue, Tim recommend deleting this standing committee since the work is done by the Treasurer and Finance advisor with the Boards assistance anyway. Tim also wanted to add the details provided from the combination of noted minutes and motions in Article VI (Finances). He also recommended inserting it between items #4 and 5. Pending agreement on dissolving the Finance committee, the commensurate section in the By-Laws, Article II, section 4 would also need deleted.

After discussion Larry Richard made a motion to dissolve the budget committee, the motion was seconded by Bryant Champagne. The motion passed.

On the second part of the issue, the changes to the Constitution and SOGs. The Board recommended that the Constitution/By-Laws Chairperson (Steve Curran) review and propose the appropriate changes to the Board

President Dale Jackson asked Louis Havens to present the topic of establishing a Marine Firefighting Committee within the SNCA. The discussion on the issue was that there was a definite need for this capability within the region. It was felt that with this type of committee, improvements could be made in our area on marine firefighting. A motion was made by Cindy Powers and seconded by Aleta Cappen for the SNCA to establish a standing Marine Fire, Salvage and Recovery Committee that would be involved with the AMSC. The Committee would be chaired by Louis Havens. The motion passed.

Louis Havens Chairperson of the Training & Education Committee recommended the following:

1. Continue to support the membership identifying and announcing upcoming training opportunities at the monthly meetings;
2. Coordinate with the Website Committee and the Secretary/Treasurer to post training announcements on the website and email notices of training as appropriate;
3. Continue to identify NIMS/ICS related training needs of the membership and coordinate the delivery of position specific NIMS/ICS training programs to our membership through the region;
4. Foster and facilitate the cooperative effort of member organizations in developing the regional training calendar(s);

The Training & Education Committee identified one shortfall it felt needs to be addressed. The problem is in the absence of using the PreparingTexas.org portal to register for training, there is no means to track would be attendees for training events or forecast the probability that an adequate number of trainees will participate in the training event. The issue at hand is that if not enough people attend a training event, members and their organizations may be not be making the best use of their time and training funds.

Currently, only PreparingTexas.org provides a means to track the number of registered attendees for a given training event. There are a few problems with only using PreparingTexas.org as our registration method for all training. They are as follows:

- 1) Member organizations are reliant on TDEM to process and post the submitted training to the portal;
- 2) Registrants must register as a member and complete the registration process themselves;
- 3) Training Officers/Coordinators cannot log in and register members of their organization, or reserve training spots pending the assignment of available personnel;

Therefore the Training & Education Committee recommends that they work with the website committee to explore the development of an online training registration portal that would assist member organizations in the registration and tracking of would be trainees. The training portal should be able to:

- 1) Provide the means for the member organizations to post upcoming training events they may be hosting;
- 2) Allow trainees to register or unregister for training;
- 3) Allow Training Officers/Coordinators, or organizational representatives the ability to register or unregister their members for the training;
- 4) Allow Training Officers/Coordinators, or organizational representatives the ability to reserve or cancel training slots for unidentified members of their organization to attend training.

After this discussion, Cindy Powers made a motion that was seconded by Larry Richard for the Training & Education Committee work with the website committee (Steve Curran) to explore the development of an online training registration portal. The website committee would then present the findings to the Board. The motion passed.

Matt Delaney of the Nomination Committee provided discussion on maintaining a list of eligible members that can be elected to office. It was discussed that this list may already exist with our monthly sign-in roster. The Board tabled the issue and recommended that that Matt and Pat Grimes review this possibility of utilizing the roster.

Tim Ocnaschek presented a discussion on the need for establishing a set of Standard Operating Guidelines(SOGs)for IMT. Cindy Powers made a motion that was seconded by Stephanie Garsea for Tim to develop a draft SOG that includes an outreach program and present to the board. The motion passed.

Jeremy Hansen, Homeland Security Committee Chair, asked the Board to discuss using the SNCA "director" positions as designated members for the "Executive Steering Group" of the regional Area Maritime Security Committee (AMSC). The group meets only once or twice per year, but do discuss pertinent high-level issues. He was invited to the 4th quarter 2014 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. The issue was table for later discussion

Bryant Champagne, Membership Chairperson presented an issue with Jefferson Terminal membership application. He wanted clarification as to what type of membership they would be classified. The issue was tabled for later discussion.

Stephanie Garsea presented a sponsorship request form to the Board. Tim Ocnaschek made a motion that was seconded by Aleta Cappen to accept the form. The motion passed.

Other Business:

None

SNCA Board of Directors Meeting Schedule 2015:

2015 SNCA Board Meeting Schedule: January 22, April 23, July 23, and October 22

Call for motion to adjourn:

Motion made by Stephanie Garsea and seconded by Bryant Champagne to adjourn the 2015 1st quarter BOD meeting. Motion carried.

Meeting Adjourned: 1:10 PM

Charlie Kosh
Secretary/Treasurer