



# WSEMA

Washington State Emergency Management Association

## Meeting Minutes

Monday, June 4, 2018; 10am – 2:00pm

Franklin Pierce School District

Call In Number: 1-360-819-1105 Conference Code: 644059

### 1. Call to Order, Welcome

Pattijean Hooper

Present: Pattijean Hooper, Sandi Duffey, Lee Shipman, Amy Gillespie, JoAnn Boggs, Matthew Lieuallan, Ute Weber, Jamye Wisecup, and James Yates

Not Present: Chuck Wallace

### 2. Approval of Minutes

Amy Gillespie

- May 2018 Minutes were approved

### 3. Budget Report

Budget was approved

- Process for payments was clarified.

### 4. WSEMA Committee Reports

Committee Chair

➤ Legislative

- Curry Mayer

No Report

➤ Outreach, Membership, & Engagement (OMEC) - Matthew Lieuallen & James Yates  
James and Mathew presented their updated work plan.

➤ Conference Planning Committee

- Jayme Wisecup & JoAnn Boggs

The committee provided a status update on the conference. Speakers and facilities were discussed.

➤ Constitution and Bylaws

- Chuck Wallace

- Significant discussion occurred about the request and timeline. The committee was not present to share the collected changes by board members. Board members were concerned about the timeline. Pattijean to work with the committee to establish next steps.

➤ Scholarship Committee

- No Report

- Strategic Planning
  - No Report

**5. Unfinished Business**

**All**

- PO Box: Pattijean will establish the procedures for the PO Box.
- Web Page: The Board had significant discussion on next steps for the webpage. There was confusion on whether an RFP was released and proposals received. Board asked for Pattijean to provide the draft RFP for review to the Board.

**6. New Business**

**All**

- Secretary, Amy Gillespie submitted her resignation effective June 5<sup>th</sup>.
- Treasurer, Ute Weber submitted her resignation effective end of June depending on the ability to work with the new treasurer.

**7. Next Meeting Time:** July 9, 2018.

**8. Good of the Order**

**Adjourn**