

Maine Association of Local Emergency Managers

Meeting Minutes

May 5th, 2023 at 2:00 pm via Google Meet



Call to Order: at 2:01 by Emily Kaster

Minutes: Minutes from April 11th meeting approved.

Treasurer Report: \$6,182.60 (S) \$411.91 (C)

Budget Workshop Follow-up

- Mail and electronic payment for dues has caused issues, last meeting members discussed the idea of going solely to electronic payment processing.
- All 4 Ex-Comm members pass the motion to stop taking paper / mail dues. Emily will follow up with Olga on Zeffy details.
- Proposal to transition to a paid Zoom subscription to better meet the organization's needs. Sarah B likes the idea. Better efficiency for us. Motion passed to approve 1-year subscription up to \$149/ year. EK to follow up with Olga to pay for this.

Work Plan Status

- Awards and Scholarship Chair appointed - Scott Carpenter
 - Works for Wentworth-Douglass Hospital in Dover, but from North Berwick. Will dive into things and recruit some help soon.
- Education Committee - Bill Guindon
 - Mass Care Coordinator for MEMA. Looking to increase professional development for local/county EMA staff; help local EMs understand scope, responsibility, and resources.

Review of Initiatives on Deck:

- New member welcome packet:
 - Members mentioned the following would be helpful:
 - an organizational chart of sheet with Exec board contact info and introductions
 - Meeting times and expectations (give new members direction)
 - County/Local EMA contacts

- Instructions for BEM-I and II
 - People like receiving the MALEM patch.
 - Call for volunteers (Olga and Sarah interested). These mini-volunteer opportunities will always be documented to assist members with accreditation.
- Newsletter: What are you already getting? What are your information gaps?
 - Members currently receive newsletters from MEMA, CCEMA, some public health and FEMA individual and community preparedness newsletters. Looking for more EM-specific information (local, regional, and national).
 - Looking to link to other newsletters when possible and add EM-related podcasts, webinars, news, books, etc. with the opportunity to have a repository on the website in the future.
 - Potential opportunity for local professionals or members to write blogs or articles to feature in the newsletters (professional contribution!).
 - Will start quarterly and become more frequent if time allows.
- Survey: Emily created a member survey that she'll send as a standalone email. Ask what kinds of topics and speakers members would like to see and include a speaker at the June meeting. [Link to Survey](#)

Open Forum / member comments:

- We may skip the July meeting for a summer break (tentative)
- Radio Rodeo (see previous minutes for additional details): August 11th and 12th, 2023 at the Piscataquis Valley Fairgrounds. Camping, showers, food booths. Looking to incorporate other EM partners that have been previously used in career days (to connect with kids). Alsina is working on flyers and can have MALEM and members distribute it.

Next Meeting: Scheduled for Tuesday, June 13th at 1400 hrs via Google Meet.

Adjournment: 1442

Submitted by: [Chelsea Robbins](#) **Date:** [5/9/23](#)