

ESSA Board of Directors Meeting
December 3, 2008
Minutes

In attendance: Bernadette Woit, Jackie Kloosterboer, Susanne MacKinnon, Liz Thomson, Andrew Wilson, Cheryl Lalonde (conference call), Marijke Edmondson (conference call), Janine Aussem

Introductions of the new 2009 ESSA Board of Directors:

- Cheryl Lalonde: EP officer with City of Port Coquitlam for 9 years and 7 years working with ESS from the fire service hall. She has 2 boys.
- Liz Thomson: Liz is currently employed by the First Nations Emergency Services Society, FNESS. She has been involved in Emergency Management in Vancouver for 3 years. Started with the City of Vancouver as a consultant managing their emergency container program, followed by a position with the E-Comm facility as their Emergency Planner. Liz has a background in the area of Safety and Security. She worked in the cruise ship industry in this capacity. Liz is accredited in Business Continuity Planning. Provincial Emergency Response Officers organize plans for all First Nations Communities in BC. INAC – FNESS is the working arm of INAC. Deliverable is ESS for INAC/FNESS.
- Andrew Wilson: WorkSafe BC Emergency Planner with an I.T. background. Downtown Vancouver ESS Volunteer. Andrew is working on his Masters in Emergency Management from Royal Roads University. Andrew's year 1 major project was the ESSA Survey and the creation of the Advisory Forum Constitution. Andrew believes Vancouver is well organized and ESSA is a good place to start for getting grass roots development initiated.

Conference:

Williams Lake; need to get moving on this conference for Vancouver. Important to ensure ESSA representation. Janine to contact Bryan Larrabee to see if he is interested in continuing his involvement in the conference. The conference location and the hotel will not be in the same location. There will be a social event on the Friday night.

Advisory Forum:

The Advisory Forum meeting was a success despite only 6 people attending the meeting. The group came up with some great ideas such as the creation of a provincial ESS Director/Alternate contact list, offering teleconference training sessions etc.

Strategic Planning

Janine to update the strategic planning document and distribute.

TERMS & Positions:

Nominations for President: Bernadette Woit
Unanimous approval

Vice President Position:

Held by Susanne MacKinnon for the remainder of her term, 1 more year.

Secretary:

Held by Lise Anne Pierce for the remainder of her term, 1 more year.

Treasurer:

No takers, Marijke may be willing to take it on if there are no other takers.

Discussion around current Board of Directors:

- 2 vacant positions, suggested to promote the need for 2 more directors in the newsletter and the membership renewals
- The EP Conference presentation of the Award of Excellence was a disappointment as there were not as many people present as expected. The information on the presentation was incorrect in the conference handouts and people who would have liked to be there were not present as they were not expecting the presentations until the next day. This impacted the exposure of ESSA to this group of Emergency Management practitioners and volunteers.

AGM

Suggest a sign in sheet with all contact information listed for ease of sign in process

There was some concern that we may have missed some key people in terms of our recognition of long term contributions.

Bernadette thanked everyone and expressed her best wishes to all for a happy and safe holiday season.