

RHODE ISLAND FLOOD MITIGATION ASSOCIATION MEETING MINUTES
Rhode Island Emergency Management Agency
Cranston, Rhode Island 02910

I. Date: February 22nd, 2007

(Next Meeting: March 15th, 2007- 9:30AM to 12:00 PM- at RIEMA)

II. Attendees included the following:

Pam Pogue, Chair, RIEMA

Buvanna Ramaswamy, Vice-Treasurer, Outreach Co-Chair, CDM

Carissa Lord, Training Committee, RIEMA

Victor Hom, Technical Issues Committee, NWS Northeast River Forecast Center

Mia Manzotti, At Large, RI League of Cities and Towns

Janet Freedman, CRMC

Wayne Barnes, City of East Providence

Lawrence Macedo, RIEMA

Jeffrey Davis, City of Cranston

III. Topics of Discussion:

A. RIFMA Committees/Board Positions

Pam led a discussion about the number of board members (Exec. Board plus At-Large members)

- We need to fill the Secretary spot. Carissa will send out a plea to members
- Ron Miner will write up a description on responsibilities for a Vice Treasurer to be included in the RIFMA Constitution and By-Laws
- Vote to add Vice Treasurer to Exec. Board will occur at the next meeting that would bring the Exec. Board to 5 (Chair, Vice Chair, Treasurer, Vice Treasurer, Secretary)
- It was suggested that the Members At Large positions for this year covering the following issue areas:
 - a. RI League of Cities and Towns (Mia Manzotti),
 - b. Urbanized Flooding (Jeff Davis from the City of Cranston),
 - c. Coastal (Janet Freedman?)
 - d. Insurance (Dennis Charland, PaulaPallozzi, Pam to ask)
 - e. Advanced Flood Warnings - Wayne Barnes offered to work on this
- Remove the ASFPM liaison position.
- This will be voted upon at the next meeting. Member At Large positions will not be held by a specific person but rather a representative from the specific industry. Write-ups are needed for the specific committees. Pam needs them for the Conference Welcome package and Victor needs them for the website. Committee chairs, start writing and send it to Pam and Victor.
- We need to create a Membership Committee ASAP. Nicole who is unable to hold a board position may be interested in this. Pam will ask her.

B. RIFMA By-Laws and Constitution

Recent drafts of the bylaws and constitution as written by Pam and reviewed by Erik Skadberg, Wayne Barnes and Mia Manzotti were distributed for review. Pam and Mia went through the various sections and changes were suggested in regard to the Board Members as per earlier discussions.

- Pam will make the changes and send out a revised edition over the weekend for review.
- Bylaws and Constitution will be voted upon at the next meeting when there is quorum.
- Adopted Bylaws and Constitution are required for ASFMP chapter status.

C. National Chapter Status

- We cannot apply for chapter status until the Bylaws and Constitution is adopted.
- Membership does not mean paying members but rather just an interested group of people who have been attending the meetings. We've got a database of over 200 names!
- Pam will contact the ASFPM Chapter Director, Jim Maxwell in New York to advise him of RIFMA progress toward ASFPM chapter application

D. Annual Conference

Corinne provided an update as to where we are with the Annual Conference on April 24th. The following are some summarized points:

- Corinne has contacted most of the speakers via phone and email. Not all have been confirmed yet.
- Pam is waiting to hear back from James Lee Witt's office.
- CFM exam will be offered the Wednesday after the conference instead of taking up time during the day (April 25, 2007). Exam will be held at RIEMA and will be proctored by Carissa Lord. A CFM prep class will be offered by Kevin Houck, P.E., CFM from Colorado Water Conservation Board.
- Each of the 3 afternoon sessions will be moderated by an active RIFMA member. Session 1: Nancy Hess?, Session 2: Pam Rubinoff?, Session 3: Erik Skadberg?
- Since Dean Savramis is not available, Carissa will find out who else would be available to give the talk "What Building did NOT fail in Katrina". Suggestion was made to invite David Knowles, FEMA Region I.
- Pam will invite David Odeh.
- Vendors will be invited and charged enough to cover the cost of the Happy Hour reception (aka Networking Session). Corinne will develop a vendors/exhibit's list and make initial contact.
- Proposed for sessions to end at 3:30, bring everyone together for closing remarks and Board of Directors election results, and THEN, move to Happy Hour.
- Corinne is working with Michelle SanSouci at RIEMA on the vendor space and room/food details.

E. Vice Treasurer Report

- Buvanna has collected money from nine (9) people for membership.
- She recently got the ATM card and will deposit the checks shortly
- Until we get a membership chair established, she will just capture all the data from the membership applications and checks.

F. Website

Victor Hom took us through the latest installments on the RIFMA website

<http://www.gjs.net/~vhom/RIFMA/Webpage/default.htm>

- Front page is larger and there is less white space
- Photos have been added. More to come from Janet Freedman.
- A logo is still needed
- Still needed to post: membership form, conference registration form, final conference agenda, newsletter, committee blurbs, bylaws and constitution.
- In order to have a centralized membership database that board members can access, Victor suggested a link to a page on his personal (i.e. free) site.
- Pam will talk to Larry at ASFPM about posting the site. The contact that Victor was talking to claimed that it was a money issue.
- Pam will also schedule time to sit down with Victor to look at the website mapping. This time will be March 6th 12:00 p.m. to 2:00 p.m.

***Next meeting is scheduled for
March 15, 2007, 9:30 A.M. to 12:30 A.M.***