

## Minutes of the

# IAEM Standards & Practices Committee Meeting

Sunday October 31, 2010 – 12:00 Noon – 2:00 PM Central - San Antonio, Texas

**Welcome / Introductions** – Dean Larson, S&P Co-Chair, opened the meeting at 12:00 Noon. Meeting attendees were asked to introduce themselves; those in attendance were (listed alphabetically): Lloyd Bokman; Lucien Canton; Paul W. Johnson; Dean Larson; Marsha Lunt; Mike Martinet; Avagene Moore; Terry Moore; Ward Nolan; Robie Robinson; Bernice Zaidel; and Billy Zwerschke.

In addition to the S&P Committee Agenda, each meeting participant was given a copy of the September meeting minutes, the S&P Annual Report to IAEM, S&P Active Committee Membership Policy, and the Original Goals of the IAEM S&P Committee for reference during the discussion.

There were no amendments to the agenda.

### **Business:**

#### **Updates:**

- *Minutes of 9/09/10 IAEM S&P Meeting approved and posted to S&P Web page:* No action was needed or taken; minutes of last meeting were provided for reference and information only.
- *Review of IAEM S&P Annual Report:* Dean reviewed the report for the group and called attention to the fact that the committee addresses both professional / program and data standards.
- *Review IAEM S&P Active Committee Membership Policy:* Dean made the point that the S&P Policy is in keeping with other IAEM committees and helps ensure that we have a working group.
- *Report to Stakeholders on the EM Competencies Initiative:* Lu Canton briefly reviewed the process of the past year re: the EM Competencies Initiative. He explained that the ad hoc group reviewed various documents and materials over a 6-month period of time. The group agreed to adopt a New Zealand document that is considered to be excellent and needing only a few changes. It addresses international interests and needs re: EM competencies. After some discussion about a joint effort underway with FEMA, IAEM and NEMA, Lu recommended that we provide the work done thus far in hopes of it being accepted and of assistance in moving the collaborative work forward. Dean and Avagene will draft a letter to go along with the work to the IAEM leadership and Lu will outline the process.
- *Oasis EMTC Data Standards:* Elysa Jones was delayed due to her flight into San Antonio. She will provide a summary of her report by email to the committee as soon as possible. Lloyd Bokman reported that work has begun on the 2013 Edition of NFPA 1600. Between now and May 23, 2011 is the time to propose new language. Dean offered to send ISO 22398, Guidelines for Training and Exercises, to anyone who is interested; just contact him by email [drlarson@jorsm.com](mailto:drlarson@jorsm.com).
- *Update on FCO/FEMA Certification:* Billy Zwerschke shared that a couple of years ago, emphasis was placed on FCOs having the CEM; many were not qualified to manage emergency operations. Billy added that FCOs are usually ex-military personnel with little or no emergency

management background. Billy planned to talk to FEMA Administrator Fugate about this during the IAEM Conference. Bernice Zaidel, FEMA, commented that the credentialing process requires the CEM but it is not necessary as a hiring requirement. Billy will report further in the next S&P meeting.

***New Business:***

- *Meeting Schedule / Possible Bi-monthly Conference Call:* After some discussion, the group agreed that meeting bi-monthly would be sufficient.
- *Revisit Goals of the S&P Committee:* Dean reviewed the original goals of the committee and commended all on the accomplishments thus far. No new goals were suggested or stated but this may be revisited under new leadership.
- *Leadership for the Coming Year:* Dean introduced Lloyd Bokman as the new Chair of the S&P Committee; Billy Zwerschke will continue as Vice Chair. Dean and Avagene will remain on the committee with Dean acting as Secretary for the group with Avagene as backup.
- *Assignments / deadlines:*
  - o Elysa: Provide summary of her planned report to the committee by email.
  - o Dean, Avagene and Lu: Draft letter and outline process re: EM Competencies work.
  - o Avagene: Submit minutes of San Antonio meeting for approval.
- *Next meeting:* Thursday December 9, 2010 – 3:00 PM Eastern

**Adjourn** The IAEM S&P Meeting adjourned at 1:07 PM Central Time.

Respectfully submitted:

Approved:

Avagene Moore, CEM®  
IAEM S&P Committee Member