**NJAFM Board Meeting Minutes**

**January 3, 2022 @ 8:00 AM**

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| **Call-in Info:** |
| **Join Zoom Meeting**<https://us02web.zoom.us/j/82679368746?pwd=SGY3cXpOUGlyYmNLenJRbDBZbmVMdz09> **Meeting ID: 826 7936 8746****Passcode: 411596Phone:** 1 646 558 8656 |
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1. **Call to Order**

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| **Executive Committee:** |  | **Committee Chairs:** |
| [x]  Elissa Commins , Chair |  | [x]  Legislative Chair – Brian Kempf |
| [x]  Chris Crane, Vice Chair |  | [x]  Conference Chair – Mike Graham |
| [x]  Sean O’Leary, Secretary |  | [x]  Conference Chair – Mark Mauriello |
| [x]  Brian Kempf, Treasurer |  | [x]  Membership – Chris Theodos |
| [ ]  Vince Mazzei, Past Chair |  | [x]  Outreach – Tom Slowinski |
| [x]  Greg Westfall, Training Coord |  | [x]  Training – Jim Galantino |
|  |  | [ ]  Stormwater – Benny Tafoya |
| **General Membership:** |  | [x]  CRS – Joseph Ruggeri |
| Andrew Banff |  | [ ]  CRS – Neil Byrne |
| Anton GetzMargie Brown |  | [x]  Awards/Scholarship – Maria DiSalvatore |
| George IbrahamMike Milano |  | [x]  Insurance – Tyler Ardron |

1. **Motion to approve minutes from December 2021**

Move: Mike Graham Second: Mark Mauriello

Y: Unanimous N: Null A: Null

Vote Determination: Passes

1. **Reports from Committee Chairs:**
2. Conference – Mike Graham & Mark Mauriello
	1. 2022 Conference Agreement, Hard Rock, Hotel & Casino, Atlantic City.
	2. Chris Crane reports that total income was 185,700.00, expenses of $146,192.80, so net income of $39,507.20. He shared a breakdown of each event and expense/income. Also shared attendee information i.e. early bird signups, members, officials, etc. We did very well with our sponsors.
	3. In 2019, we only netted $25,000 roughly. That is because we had more expenses and we also increased the fees this year which helped.
	4. Come 2022, we have a rough budget and we expect to net between $45K-52K. This factors in inflation so increasing fees by 10%, increased attendance, and some other factors. We are ultimately going to vote on the overall budget now.
	5. Elissa had some questions and here was a summed up version of the conversation – Based on our expenses from last year, a 10% increase would be $152,500. If more people register, that expense will grow because of food costs through Hard Rock and also printing. The good thing is we will be profiting off of those people so approving a larger budget later will just mean we are attracting more people.
		* Elissa makes a motion to approve the Hard Rock Agreement and the expense allowance of $152,500.00, Mike Graham seconds. Greg Westfall asked about some expenses including the NYPE Credits. Brian Kempf explained that every 3 years we have to $900 and that covers us for 3 years. There are some other associations we need to pay as well to get them credits. The motion was put to a vote and all voted Yes. Motion Carries.
	6. Mark Mauriello highlighted that next year will be the 10th anniversary of Hurricane Sandy. A suggested theme would basically be all the lessons we have learned over the last decade. Use Sandy as a benchmark to see how we are doing, positive and negative.
3. Legislative – Brian Kempf
	1. Letter to NJ Senate & Assembly Environmental Chairs
	2. We are sending a letter signed by Elissa to the state asking them to recognize the CFM Credential. It will put us in a higher light with the state and give us more weight. This will go to Senator Bob Smith.
	3. The session ended this week and no major bills were introduced in regards to flooding. We expect this year thanks to Ida we will see some bills.
	4. Brian asked if there were other organizations, we should reach out to that would help people recognize Floodplain Managers please send to him.
	5. The Infrastructure Bill was recently passed which will grant funding towards some flood related projects and planning. FMA Grants are available as well through FEMA. In the Infrastructure Bill there was also the STORM Act which includes a revolving loan program. We don’t know if NJ will reap the benefits of this because we tend to be more affluent.
	6. Mike Graham asks about the SHMO’s Office. He gets the sense that they don’t really support our association the way they should i.e. they didn’t have a booth and only had one representative at the Conference. He asked if there is something we can do to force them to be a better partner. Brian responded that they are not happy because they are still finding a ton of non-compliant homes being built in our communities. They do support us with training money BUT they have expressed concerns about continuing to do so if we are still allowing non-compliant structures. Joe Ruggeri said NJ OEM should also be requiring these communities adopt these higher ordinances. Greg Westfall also suggested that we invite Chris Testa to lead a discussion at the conference. Maybe at the Cracker Barrel or even in a Plenary Session. Mark Mauriello did mention that this past year they had staffing issues due to COVID and that could have been an issue. He suggested that we send a letter to the NJ Colonel and we copy in NJ OEM and the DCA to address out concerns. Andrew Banff suggested we also invite them to take part in the Legislative Committee so they can take part and possibly draw more of them into our association. Brian Kempf then suggested that before we ruffle feathers, we contact Christ Testa first so that they don’t see a letter from us as being a shot across the bow. Professional courtesy. In years past, Chris Testa was a bigger presence and maybe this past year was just a fluke.
4. Membership – Chris Theodos
	1. 323 members. Chris sent out the renewal requests. Chris also is asking on the Save the Date Card we include a membership request.
5. Outreach – Tom Slowinski
	1. Engage NJ League of Municipalities
	2. Elissa is going to be sending a letter to the NJLOM to suggest we give some classes at their conference. Some of them already pertain to flooding and they could potentially qualify for CFM Credits. They don’t know how to approve them so we would have to work with Anita Larson to do so.
	3. Tom – today is the last day to file a claim for any Hurricane Ida damage.
	4. Surveyors Conference is still on. They are taking applications online right now and they are featuring a lot of PE Credits.
	5. Lets get some save the date cards out soon for our October Conference.
		* Sarah is working on the marketing campaign for it. Mark Mauriello will be reaching out to Sarah to incorporate the theme and make a logo. Chris also mentioned that we will include a QR Code so we don’t need a massive flyer but instead a postcard that will take us to the website.
	6. Lastly, Tom is trying to get us more involved in a “TAD” Program – Turn Around Don’t Drown. During Ida, roughly 28 people drowned as a result of driving through flood waters. Tom will put together a budget request for next meeting so we can get people educated.
6. Training – Jim Galantino
	1. Substantial Damage Management Plan, 1/6
	2. Local Design Flood Elevation Worksheet. 1/22
	3. NFIP Review, Day 1 & 2, 2/8 & 2/11
	4. Jim is asking for these to be included in newsletters.
	5. Jim was disappointed that only 16 Code Officials had signed up for last years conference. He agrees that we need more DCA officials involved to get them to echo our message about getting code officials to be CFM’s.
	6. Andrew Banff – Anton’s CFM Training is slated for February. 9 people registered. Greg Westfall will proctor the exam and it will be at the Monmouth County Fire Training Facility. Andrew mentioned we might give 2 scholarships out for that. And lastly, we have a ton of webinars scheduled we just need to get it on paper and get it to Sarah for newsletters.
	7. Greg Westfall asked how many scholarships were given out to Code Officials because only 16 people attended. Jim mentioned that many cities no longer will pay for the conference. Elissa reciprocated that and many communities are running at a deficit. Jim will get with Maria to discuss scholarships. Maria also said that many communities did not allow code officials to come because of COVID and how far behind inspections were.
		* Andrew Banff suggested we send out a newsletter, we offer 1 scholarship to the February Training. First come first serve to a Code Official or Floodplain Manager. Jim Galantino made a motion to approve. Chris Crane suggested maybe we see how this one plays out in February and we hold it for the May/June training and we can get more people scholarships. Andrew Banff agrees. We will have a gameplan for it by the February Meeting.
7. Stormwater – Benny Tafoya
	1. Elissa asked for recommendations for people who might want to step in as Acting Chair for this committee. Please email Elissa.
8. CRS – Joseph Ruggeri & Neil Byrne
	1. Joe had to hop off early. We will move CRS up in the agenda.
9. Awards/Scholarship – Maria DiSalvatore
	1. Possible candidates for NJAFM February Course – NFIP Review
	2. We should get a blast out for the ASFPM Conference. We have sent people in the past.
10. Insurance- Tyler Ardron
	1. FEMA Proposed a new policy form for 1-4 family dwellings. Will include endorsements such as temp housing expenses, basement coverages, and ICC. You can purchase these in addition to your policy.
11. **Old Business**
12. Website update “CONTACT US” buttons to link all active committee chairs with photos and updated email addresses of your choosing.
13. Google Phone Number – Unable to connect with Vince currently. Will keep trying and open to alternatives to access account information.
14. **Treasurer Report –Banking Account Update.**
15. Sara Tsivikis proposal for 2022 was approved
16. Insurance Renewal, final amount $4,600.87. We had a budget of $5,000
17. Website Renewal – we voted and approved this for roughly $1,600.00. Will be broken out monthly.
18. Conference 2021 financial recap
	1. We discussed in the Conference Committee
19. Conference 2022 Budget Proposal/Deadline.
	1. We discussed and approved in the Conference Committee
20. Our ending ledger balance is $100,681.00. Our expenses last month were $60,529.44 which was primarily the conference.
21. **Open Discussion – New Business**
	1. Website automation for PayPal receipts and “renewal button”. This will also be used for trainings.
	2. Membership Dues/Renewal process for 2022, scholarship offering – We already touched on this briefly already.
	3. Newsletter - We are required through ASFPM to have a quarterly newsletter. Elissa asked that Greg sends a past one so we have a template.
	4. Executive Director – Elissa is asking for ideas about an Executive Director and any suggestions please email her.
	5. DART Program – Rapid Substantial Damage Reporting – DART is saying that they tried to promote the program here in NJ but it fell flat. How can we work as an association to make this better?
	6. The board recognizes Michael Milano, a realtor from the Brick NJ area who we hope to give us insight on how we can better serve all realtors.
	7. Elissa makes a motion for a $500 donation to the St Jude Hospital, Sean seconds, All in favor. The motion carries.
22. **Motion to Adjourn**

Move: Sean O’Leary Second: Elissa

Y: Unanimous N: Null A: Null

Vote Determination: Carries

1. **Date/time/place of next Board Meeting**
* Online via Zoom
* 8:00 AM, 2 February 2022