



INDIANA ASSOCIATION FOR FLOODPLAIN AND STORMWATER MANAGEMENT
101 West Ohio Street STE 1575
Indianapolis IN 46204

317-829-3656
www.inafsm.net

INAFSM Board Meeting Minutes Friday, January 12, 2017 Conference Call

CONFERENCE CALL ATTENDEES:

*Lori Gates, Chair	*April Ramoni, South Regional Director	*Denise Aschleman, Floodplain Chair
*Randy Sexton, North Regional Director	*Sarah Brichford, Stormwater Chair	David Knipe, NFIP Liaison
Zach Martin, USGS	Brian Brown, Awards Chair	Randy Sexton, IDEM Liaison
Karen Avery, Admin	Matt Rummel, Technical Advisor	

**Asterisk Denotes voting board member*

Red bolded text denotes motions and votes.

CALL TO ORDER:

Meeting called to order by Lori Gates at 1:04 p.m. EDT.

APPROVAL OF MINUTES:

No minutes provided for approval from December meeting.

TREASURER'S REPORT:

Denise Aschleman moved to approve Treasurers final 2017 year-end report as presented. Sarah Brichford seconded the motion. The vote passed 5 to 0.

Charges for approval:

AIC Services November through December \$5,160.90

- Denise Aschleman moved to approve payment. Randy Sexton seconded the motion. The vote passed 5 to 0.**

CBBEL Services-July through August \$345.50

- Sarah Brichford moved to approve payment. April Ramoni seconded the motion. The vote passed 4 to 1. Lori Gates abstained.**

SECRETARY'S REPORT:

No report – Toni Cecil unable to attend.



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VICE CHAIR'S REPORT:

No report – Mark Walker was enroute to meeting when cancelled due to weather. Could not attend by phone.

CHAIR'S REPORT:

Lori has been going through old minutes and compiling a list of historical motions so that we have an electronic record for future board reference. She has also been working with new committees and officers to help them get acclimated to their duties.

Lori noted that Lacey Bannon is now officially the INAFSM Board Treasurer and will need to take a signed copy of these minutes when approved to the bank in order to get listed on the account. Until then, the new Treasurer cannot make deposits, write checks, or receive information on account.

ADMINISTRATIVE REPORT:

Karen noted that she will be attending the LTAP Stormwater Drainage Conference Feb. 8 with the INAFSM Booth. There is also a Floodplain track for INAFSM and asked the board to spread the word. She also noted that the room block for conference will be opening up very soon. Also noted was that abstracts are due Feb. 18 and there have been very few submissions to date.

PAST CHAIR'S REPORT:

No report – Kenny Hale unable to attend.

NORTH REGIONAL DIRECTOR REPORT:

No report – Randy Sexton in attendance.

CENTRAL REGIONAL DIRECTOR REPORT:

No report – Larry Aukerman unable to attend.

SOUTH REGIONAL DIRECTOR REPORT:

April noted her struggle with developing email lists. Matt Rummel noted that all Indiana Floodplain administrators are listed on the IDNR website and that he would send lists to all regional directors. The INAFSM roster is partially categorized into regions but due to the nature of the technology, we need to manually assign regions to a members' profile.

FLOODPLAIN COMMITTEE REPORT:

Denise noted that the American Planners Association North Regional Representative is hoping to involve INAFSM on upcoming educational sessions throughout the state. Would request Randy Sexton to host a session with speakers and topics in northern Indiana. Randy expressed he'd be glad to help. Denise is checking to see if INAFSM can have a booth at their conference. The APA workshops would be geared



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more toward floodplain 101 but if INAFSM is involved, we will need to have some sessions that are geared toward higher level topics.

Denise is also working on the final newsletter as immediate past Outreach Chair. She is also checking with ASFPM to see what can be classified as a newsletter since our chapter contract requires at least one newsletter per year to members.

STORMWATER COMMITTEE REPORT:

All groups have their 2018 meetings planned. The IDDE group will meet in Kokomo in February and will meet every other month. The Good Housekeeping group has all of their documents/reports on the website. The groups have good ideas for conference topics and will need to work with Lori on how to put these into abstracts. The MCM 1 & 2 group has been dissolved following a discussion between Lori and Sarah. Their work has evolved and will now be carried on by the Outreach and Education Chairs.

OUTREACH COMMITTEE REPORT:

The chair is conducting an inventory of INAFSM marketing pieces that we have used in the past to see how to move forward.

MEMBERSHIP COMMITTEE REPORT:

No report – Kenny Hale unable to attend.

AWARDS COMMITTEE REPORT:

Brian Brown noted it is early and he needs to meet with former awards chair.

EDUCATION COMMITTEE REPORT:

No report – Candi Donaldson unable to attend.

FLOODPLAIN STRATEGIC INITIATIVES REPORT:

No report – Rodney Renkenberger unable to attend. Office space recently flooded.

2021 ASFPM CONFERENCE COMMITTEE REPORT:

No report – Tonya Cottrell unable to attend.

DUES RENEWAL COMMITTEE REPORT:

Greg Lake not in attendance but it was noted a meeting and agenda have been set for Jan. 19.

NFIP & IDNR LIAISON REPORT:



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Dave Knipe noted that pipes recently burst and have damage DNR offices. They are working to relocate everyone and get back on track.

IDEM LIAISON REPORT:

Randy Sexton noted IDEM is wrapping up its general construction permit process, and will begin the process for MS4 permits soon. An advisory group will be created soon and will be asking for an INAFSM representative for that group. IDEM will be going back to the EPA on the construction permit shortly. Also filling 3 vacancies in the program and offers have been made to candidates.

IDHS LIAISON REPORT:

No report – Mary Moran unable to attend.

INDOT LIAISON REPORT:

No report – David Finley unable to attend.

USGS LIAISON REPORT:

Due to difficulty with phone connection during Zach Martin's portion of the call, please refer to the emailed report.

LEGISLATIVE CHAIR REPORT:

A written report was emailed by Kerry Daily who could not attend. Of note is an Indiana House bill that seeks to limit MS4s by not allowing their local requirements to be more stringent than IDEM's permit process. This will be watched very closely and members will be updated.

EXTERNAL ASSOCIATIONS LIAISON REPORT:

Jim Blazek was unable to attend. No official report but it was noted by the Chair that Jim has a great list of organizations that he is working with to develop stronger ties to INAFSM.

ASFPM LIAISON REPORT:

No report. Lori noted that this liaison has been created because INAFSM needs to improve communication with ASFPM because we do not have a lot of state members active at the national level.

OLD BUSINESS:

- A. 2018 Conference update: Karen has set up a site visit in Evansville for Jan. 27. Mark Walker, Lori Gates, Tonya Cottrell and Karen Avery to attend. Will report back at next meeting. With further details.
- B. Board Calendar: Karen had asked for an official calendar that includes not only INAFSM meetings but meetings of external organizations. The purpose of the calendar is to help us know



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which organization's meetings we should be promoting. She will fill in the calendar and ask for a vote at the next meeting.

NEW BUSINESS:

- A. A request to promote operation stay afloat: Lori asked for board approval to continue offering promotional support of the IDNR's operation Stay Afloat held every spring. INAFSM allows use of its logo and promotes the event to members. IDNR has also offered booth space to INAFSM. No formal vote was required but all board members in attendance agreed with the request.
- B. Board Binder Content: Board binders are being created initially for the INAFSM Executive Board. Three documents were presented at the board retreat in December 2017. The board was asked to review the documents and make suggested changes today. It was noted that Karen will make the following changes and will send to the board for final review before preparing for the binders which will be delivered at the March meeting. Many of these comments were presented by April Ramoni and Lori Gates after a thorough reviews of the documents:
 - 1) Suggestion that the three documents (Code of Conduct & Ethics, Communication Policies, and Board Responsibilities) should not be considered independent of each other, but rather a single set of documents, voted on at once, and because of their interdependence.
 - 2) Re: Code of Conduct document –
 - i. Change/add verbiage to Point # 3 about board members' willingness to hear constructive criticism and take back to the board. It was noted that the point of this section was to make sure the board is a "unified front" and is to be respectful of each other's opinions.
 - ii. To Point # 5, verbiage should be added that board members will gain "no political favor" and also add some anti-bullying and anti-harassment language
 - 3) Re: Communication document –
 - i. It was noted that in Section 1 of the "Communication" document should be cross referenced with the "Code of Conduct" document due to their similar nature.
 - ii. Section 4 needs more specific language on when it's not appropriate to use the INAFSM logo.
 - iii. It was noted that INAFSM board members need an "elevator speech" and that perhaps this document should set up the expectations and parameters for that. FEMA has some great and free courses for public information officers.
 - 4) Re: Responsibilities document –
 - i. It was noted that board members should have a proxy if unable to attend a board meeting and that this should be included with a bylaws update.
- C. INAFSM Organization Chart: Due to historical confusion and an influx of many new board members, an INAFSM Board Organizational Chart has been created to help members and board members better understand the organizational structure, including who has voting authority. The board agreed for the need and the chart will be posted on the website and included in the board binder and future onboarding packets.



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NEXT MEETING:

March 9, 1:00 p.m. EDT, Banning Engineering, 853 Columbia Road, Suite 101, Plainfield, IN 46168

Call-in Option credentials:

1-888-531-4589

PIN 19227

ADJOURNMENT:

Meeting adjourned at 2:05 p.m. EDT.

Respectfully submitted,

Toni Cecil, CISEC, CESSWI
INAFSM Board Secretary

APPROVED ON: _____