



Professional Emergency Manager Advisory Board Meeting

MSP Headquarters
7150 Harris Drive, Dimondale, Michigan 48821
1917 Room

Minutes – October 25, 2023

The regular meeting of the Professional Emergency Manager (PEM) Advisory Board (AB) was held on Wednesday, October 25, 2023.

The meeting was called to order at 10 a.m. by the chair, Capt. Kevin Sweeney, commander of the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD).

Roll call was taken, and the following Board members were present: Capt. Dave Oslund (Region 1), Ms. Donna Northern (Region 2), Ms. Jenifer Boyer (Region 3), Mr. Jeff Parsons (Region 5), Mr. Jerry Becker (Region 6), Mr. Gregg Bird (Region 7), Mr. Mike Kasper (Region 8), and Mr. Ryan Wilkinson (MI-SME). Excused absence was Mr. Greg Williams (MEMA). A quorum of the Board was present.

MSP/EMHSD members present were Mr. Jack Calhoun, Ms. Connie Arndt, Ms. Danica Ewing, Ms. Brenna Roos, and Ms. Kristy Brown.

Opening Comments

Captain Sweeney welcomed everyone and introduced Ms. Kristy Brown. He announced the new State Director, Colonel James Grady II.

Approval of Agenda

Mr. Becker moved to approve the October 25, 2023, meeting agenda. Motion was supported by Mr. Kasper. Agenda was approved as presented.

Approval of Minutes

Ms. Boyer moved to approve the May 8, 2023, minutes. Motion was supported by Mr. Bird. Minutes were approved as presented.

June 22 and September 20 PEM Exams

Mr. Calhoun led a discussion about an issue at the June 22 PEM exam, it was discussed, and a resolution was determined.

2024 Schedule of Meetings

Captain Sweeney stated the proposed 2024 Schedule of Meetings for the PEM AB includes four quarterly meetings, to be held February 21, May 6 or May 7, August 21, and October 23. The May meeting will be held at the Great Lakes Homeland Security Training Conference and Expo (GLHSTCE) in Grand Rapids, Michigan. It was suggested to hold the August 21 meeting in Region 8.

PEM Activities

Mr. Calhoun reported that within the last year we have had 373 total students go through the PEM Program. We are currently in PEM renewal, there are 442 active PEMs in the state and 38 still need to renew. They perform an audit and pull 10% that need to submit their documentation by January 31, 2024. We have an exam on November 10, 2023, there are 10 individuals registered for it.

Captain Sweeney stated we will be having the PEM social at the GLHSTCE, he also added the budget has gone down for the conference as a whole. Captain Sweeney would like to hand something out to promote the PEM program at GLHSTCE.

Upcoming Courses

Mr. Calhoun reported there are two classes left for this quarter, G-191, scheduled for October 26 in Monroe and L-105 will be in Detroit on October 30- November 1. The following courses will be held next year, HSEEP (Homeland Security Exercise and Evaluation Program) is scheduled January 22-23 in Charlotte, April in Big Rapids and July in Houghton. G-191 is scheduled for February 9 in Farmington Hills, May in Midland, and August in Petoskey. L-105 is scheduled for February 27-29 in Mason, June in Benton Harbor and August in St Ignace.

Roundtable

Mr. Parsons reported that in the first quarter they will be hosting the Domestic Terrorism and Violent Extremism Conference. On October 25, they were doing an exercise training in Portage. There was a glue spill that shut I-94 down and a gas main break in Branch County.

Mr. Becker stated Mid-Michigan College in both Clare and Mt. Pleasant campuses, are hosting multiple Texas A&M Emergency Management courses, starting in the Spring. You can sign up on MI-TRAIN.

Mr. Bird stated that Traverse City had flooding on October 24. Grand Traverse County completed a continuity of operations plan. Also, they are in the initial planning stages of collaborating with the Grand Traverse Band of Ottawa and Chippewa Indians in hosting Emergency Management training for the tribes.

Mr. Kasper is happy to see more people involved in PEM.

Mr. Wilkinson led a discussion on the classes we currently have and continuing education. It was suggested to have a work group to further discuss this, Mr. Wilkinson, Captain Oslund and Mr. Becker all volunteered.

Ms. Boyer was happy with the turnout at the Michigan Emergency Management Association (MEMA) conference. They are working on next year's dates and location. A new board is coming in January. Also, dues are due at the end of the year for next year.

Captain Sweeney thanked all of the board members.

Public Comment

No public comments.

Adjournment

Captain Oslund moved to adjourn the meeting. Motion was seconded by Ms. Boyer. Meeting adjourned at 10:55 a.m.