



Regional Vice President Introduction

2026

Agenda

- Introduction and Overview
- General Duties and Responsibilities
- Board Meetings
- Regional Membership and Outreach
- Committees
- Website and Tools
- Elections



General Duties/Responsibilities

IESMA is an organization of Emergency Managers which provides support to all emergency management organizations to enhance each organization's ability to provide necessary services through planning, training, and exercises. Regional Vice Presidents shall consider the following support that IESMA can provide to each region:

- Provide information on the work of the committees, projects, or initiatives of the association.*
- During your regional meeting potentially discuss programs supported by IESMA, example being the PDS/IPEM program, the Homeland Security Regional Grant process, any projects and surveys associated with your Region, EMA/EMPG funding, or any other initiatives that the IESMA Board might be able to assist with.*
- Provide information on the IEMMAS agreement or EMAT.*
- Provide information of job openings or recent promotions.*
- Provide information of professional development, training, or exercise opportunities.*
- Engage in discussions to explore partnerships between the association and regional initiatives.*



Board Meetings

- *The Executive Board shall consist of 20 members*
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Regional Vice Presidents
 - Eligible Past Presidents



Board Meetings

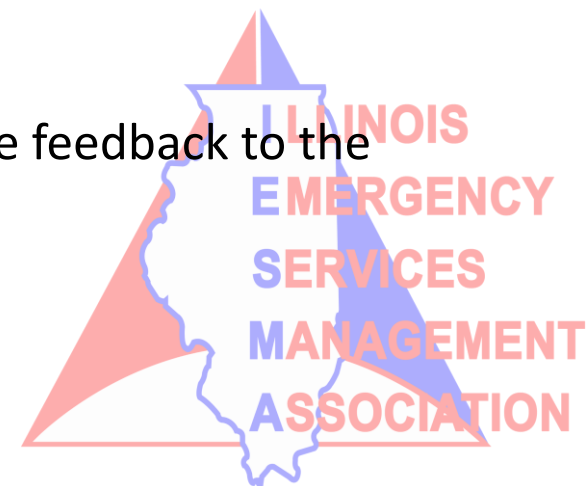
- Can be attended remotely when it is available.
 - There are times though where in-person is very helpful for business and relationship building
- Quorum is 8 members
 - This includes potential alternate RVPs
- Agenda typically includes officer and committee reports, new and old business. We vote on items that impact a policy, position, or payment.



RVP Duties/Responsibilities – Board Meetings

Regional Vice-Presidents shall develop a quarterly report detailing emergency management activities within their region. This report will be a written document submitted to the Executive Board as part of the Executive Board Meeting agenda. Report formats may vary from Region to Region. The report may include but is not limited to the following information:

- Date and location of RVP quarterly meeting.
- Regional issues and opportunities including:
 - PDS/IPEM program.
 - Emergency Management related grants.
 - Any projects or surveys associated with their region.
 - Any other initiatives that the IESMA Board might be able to assist with.
- Recruiting efforts with the region and any new member interest.
- Discuss and report on the IEMMAS with your regional partners and report on the feedback to the board.
- Member accomplishments in relation to the local EMA activities



Board Meetings (New Version)

- 2026 - Tentative
 - Regular Meeting May 28 – Virtual
 - Regular Meeting Aug or Sept - In-person at IEMA Summit, Logan County, or other location
 - Regular Meeting Nov – Virtual
- 2027 - Tentative
 - Regular Meeting Feb – In-person at MABAS Summit, Normal
 - Regular Meeting April – Summit Meeting Springfield
 - Regular Meeting June – Virtual
 - Regular Meeting September – (IEMA Summit) Springfield
 - Regular Meeting December – Virtual



Alternates

- Can represent the region
- Interested in getting involved
- Attend Board Meetings
- Run elections
- Potentially fill vacancies in the short or long term



Regional Memberships and Outreach

- 5 first-time memberships each year.
 - Provide Executive Director with Name, Address, Phone, Email, Employer, and Position.
- Reports of members on the website.
- Outreach to new coordinators in your region as an RVP – Use new IESMA Template if needed!
- Be a strong conduit to your partners in the Region during times of need (ex: Kankakee Tornado).



Committees

Committees shall be composed of a minimum of two officers of the Executive Board.

The President and Vice-President shall be Ex-Officio members of all committees and commissions, with the exception of the Nominating Committee.

- Regional Vice Presidents should try to get involved in at least one committee.
- A majority of discussions and projects are driven by committee.
- Regional Vice Presidents should also assist in identifying potential committee members from within their region.
 - List of people who have indicated interest so far.



General Messaging

- Promoting the work of the Association on a regular basis is an important role of an RVP.
- The IESMA Executive Director provides monthly talking points that should be utilized to the best extent possible, such as:
 - Presenting updates during local meetings, regional meetings, etc.
 - Sent as a regular update to members within a specific Region from their RVP
 - Particular updates (ex: Summit) can be shared with partners to share at their events/activities on our behalf



Website and Tools

- Forms and Surveys
- News and Calendars
- Reports
- Mass Messaging
- Contact Information
- Email Accounts



Website and Tools - Mass Messaging

- Can be a powerful tool.
- Need to be careful of who the recipients are before sending.
- Email from field will return all bounces to that address.
- Could be used to share training or meeting information.
- Association wide messages can be sent regarding job openings or other items of interest.
 - Consult with Executive Director, President, and/or Vice President when needed.



Elections

With the consent of the Board of Directors, the President shall appoint a Nominating Committee consisting of one (1) voting member from each region and a Chairperson chosen from those selected. This Committee shall be appointed at least ninety (90) days prior to election.

- Should be facilitated by someone other than you. (ideally)
- November – Appoint Committee
- December – Solicit nominations
- February – Post slate of nominees
- February/March – Hold an election
- March – Notify Nomination Committee of results



Open Discussion/Questions

