



# Nebraska Intergovernmental Risk Management Association

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Craig L. Nelson, Executive Director

Agenda Item # 22a

Date 9/22/21

## MEMORANDUM

  
**COPY**

2021 SEP 13 AM 7:44  
RECEIVED  
Dodge County Highway Dept

**TO:** NIRMA Member Contact Persons  
**FROM:** Craig L. Nelson, Executive Director *CLN*  
**DATE:** September 8, 2021  
**RE:** Nomination/Election of NIRMA Board Members

The Nebraska Intergovernmental Risk Management Association (NIRMA) is soliciting nominations for three (3) positions on the eleven-member Board of Directors. The term of office is three years and will commence January 1, 2022.

Individuals interested in being nominated should recognize that there is a time and travel commitment for service on the NIRMA Board. A minimum of four Board meetings are held each year, including an organizational meeting early in the year, followed by separate meetings in the spring, summer and fall. All Board members serve on at least two committees which requires additional time and in-person or conference call/virtual meetings. NIRMA does reimburse all Board members for business-related travel costs and also pays a per meeting per diem.

Those eligible to be nominated and serve on the NIRMA Board must be elected or appointed officials employed by NIRMA member counties or other member public agencies. See Neb.Rev.Stat. §44-4306 (2)(a)(i).

If any eligible elected or appointed official from your county or other member agency is interested in seeking one of the three Board positions up for election this year, please refer to the attached general information sheet and complete and return to me the Application/Nomination Form which is also attached. These must be received in the NIRMA office by the close of business on Monday, September 27, 2021. These nominations will then be shared with our Nominating Committee and it is the Nominating Committee that is charged with presenting a slate of candidates to the membership. Nominations from the floor during the upcoming October 22 Membership Meeting in Kearney will be permitted, but we will be unable to include any such names on the pre-printed ballot. It is important to remember that each member county and other member agency has a vote in the election process, and a properly designated representative from your entity must be present at this meeting in order for your entity to cast its vote in the election.

The three members of the NIRMA/NIRMA II Board of Directors whose current terms expire December 31, 2021, are:

Kathy Brandt	Morrill County Clerk
Beth Fiegenschuh	Cheyenne County Clerk
Doris Karloff	Saunders County Supervisor

If you have any questions about the NIRMA Board nomination and election process, please contact me.

cc: County Board Chair and County Clerk  
Emailed to other designated officials/employees

### BOARD OF DIRECTORS

Doris Karloff Saunders County	Larry Cerny Fillmore County	Beth Fiegenschuh Cheyenne County	Jean Andrews Dodge County	Kathy Brandt Morrill County	L. Wayne Johnson Clay County
Bonnie Moore Sarpy County	Jim Peterson Cass County	Ron Schmidt Madison County	R. Buddy Small Brown County	Erich Tiemann Gage County	



# NEBRASKA INTERGOVERNMENTAL RISK MANAGEMENT ASSOCIATION

## General Information and Application/Nomination Form for Board of Directors

The NIRMA Board of Directors has the responsibility for setting direction, establishing policy, and overseeing the activities of NIRMA.

**Terms of Office:** Directors shall serve for a term of three years, unless being appointed to fill a vacancy in which case the appointment is effective through the unexpired balance of the term for the vacancy being filled. Directors shall thereafter be eligible for reelection and there is no term limitation.

### Duties of the Directors:

- Directors will serve on at least two committees while on the Board of Directors and must be willing to serve on other committees or task forces when requested by the board chair.
- Directors will be responsible for the review and, at times, preparation of material for presentations at Board and committee meetings.
- Directors are also responsible for the approval of insurance contracts, rates and formulas, budget, investment policies, and distribution of assets, among other duties.
- Directors will attend all Board and assigned committee meetings. There are at least four Board meetings annually, along with various committee meetings, some of which are handled by conference call.
- Directors will be involved in various NIRMA meetings as facilitators, speakers or presiders and as representatives of the Board of Directors and be in regular contact with members and others.

**Expenses/Support:** NIRMA will reimburse a director for expenses incurred for travel, lodging, and food for official NIRMA business. Also:

- Directors receive no salary, but do receive a per diem for each meeting which varies depending on whether it is a Board or committee meeting and further by whether it is an in person or teleconference meeting.
- Directors and officers liability insurance is in place to protect Directors from decisions related to his or her responsibilities as a NIRMA director unless relating to criminal or fraudulent actions.

**Qualifications:** State law and the NIRMA bylaws require that a nominee for director must be an elected or appointed official employed by a NIRMA member county or other member public agency.

### Selection Process:

The Nominating Committee presents to the membership a slate of candidates for election, or in the event of a vacancy, presents those candidates to the NIRMA Board for selection.

The selection process

- is guided by evidence of a variety of attributes including experience, integrity, accountability, informed judgment, skill sets, geography, among others.
- is governed by the NIRMA bylaws which seek to have a Board representative of the membership base profile and diversity.



## BOARD OF DIRECTORS APPLICATION/NOMINATION FORM

\_\_\_\_\_  
Name

\_\_\_\_\_  
Home address

\_\_\_\_\_  
City, State, & ZIP

\_\_\_\_\_  
Home phone number

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Mobile phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Employer name (if applicable—please list all if more than one)

\_\_\_\_\_  
Occupation/title

\_\_\_\_\_  
Work address

\_\_\_\_\_  
Work phone

Best phone number to contact:

Home

Mobile

Work

Best time of day to contact:

Morning

Afternoon

Evening



# BOARD OF DIRECTORS APPLICATION/NOMINATION FORM

Please answer all of the following questions. You may use this form and attach additional pages if you need more space to answer them, or you can answer these questions by separate letter and by attaching your resume.

Relevant Experience and/or Employment. Briefly highlight the skills, qualifications, and experience you will bring to and share with the organization (also attach a resume if you would like).

What is your interest and motivation for serving on the NIRMA Board of Directors?

Describe your experience in serving on other boards or advisory committees.

Discuss your areas of expertise/contribution you feel you can make.

In your opinion, what are the most important issues facing NIRMA and its member counties and other member public agencies?

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Signature

Date

Please complete this application/nomination, attach any additional pages (including resume, cover letter, references and/or endorsements, if any), and return to NIRMA:

**By e-mail:**

[Craig@nirma.info](mailto:Craig@nirma.info)

**By fax:**

(402) 742-9230

**By mail:**

Craig Nelson

NIRMA

P.O. Box 85210

Lincoln, NE 68501-5210