



# Nebraska Intergovernmental Risk Management Association

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Serving County Government


Craig L. Nelson, Executive Director

## MEMORANDUM

Agenda Item # 23d

Date 9/9/20

TO: NIRMA Member Contact Persons

FROM: Craig L. Nelson, Executive Director 

DATE: August 24, 2020

RE: Nomination/Election of NIRMA Board Members

RECEIVED  
AUG 26 PM 3:05  
COUNTY CLERK

The Nebraska Intergovernmental Risk Management Association (NIRMA) is soliciting nominations for four (4) positions on the eleven-member Board of Directors. The term of office is three years and will commence January 1, 2021.

Individuals interested in being nominated should recognize that a time and travel commitment will be necessary 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 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 four 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 Thursday, September 10, 2020.** 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. PLEASE NOTE: The election will take place during the upcoming October 2 Annual Membership Meeting which will now be conducted online/virtually since the in-person meeting normally scheduled and held in Kearney in conjunction with the NIRMA Self Defense Conference has been cancelled due to the COVID-19 pandemic. Votes may be cast for up to four individuals. It is important to remember that each member county and member agency has a vote in the election process, and only a properly designated and registered representative from your entity will be eligible to cast its vote in the election.

The four members of the NIRMA/NIRMA II Board of Directors whose current terms expire December 31, 2020, are:

- |               |  |
|---------------|--|
| Jean Andrews  | Dodge County Zoning Administrator                      |
| Tim McDermott | Saline County Bd. Asst./HR/IT Director                 |
| Becky Richter | Hamilton County Commissioner (not seeking re-election) |
| Buddy Small   | Brown County Commissioner                              |

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<br>Saunders County | Larry Cerny<br>Fillmore County | Beth Fiegenschuh<br>Cheyenne County | Jean Andrews<br>Dodge County  | Kathy Brandt<br>Morrill County | Tim McDermott<br>Saline County |
| Bonnie Moore<br>Sarpy County     | Jim Peterson<br>Cass County    | Becky Richter<br>Hamilton County    | Ron Schmidt<br>Madison County | R. Buddy Small<br>Brown 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

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Name

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Home address

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City, State, & ZIP

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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

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