

California Emergency Services Association



Contact

PO Box 10
Manhattan Beach, CA
90267

www.cesa.net
(805) 520-5854

2024 Board

Dana Carey
President

Vicki Osborn
Vice President/Secretary

Robert Womack
Treasurer

Jeff Duvall
Board Director

Catrina Christian
Member at Large

Loni Ezell
Board Director

Zachary Hamill
Board Director

Jackie Koci Tomayo
Board Director

Jenny Novak
Board Director

Ray Riordan
Immediate Past President

Andrea Casillas
Executive Director

Name
Title
Address
City, State Zip

Date

Dear XXXXXX,

CESA would like to thank you for your service on the state board. I am writing to remind you of the state board policy that all board members must attend 75% of board meeting meetings, which is nine meetings in 2024. The meeting minutes indicate that you have attended xxxx number of meetings to date. In order to remain a board member in good standing in accordance with the policy, you must attend xxxx number of the remaining state board meetings in 2024.

If you are unable to attend the number of future 2024 meetings noted above, please contact me right away. If you believe the number of meetings you have attended is incorrect, please state which months you attended the meeting. The recourse for not attending 75% of board meetings is xxxxxxxx (this is not written in policy and should be determined by the board)

We hope you will be able to attend and participate in the remainder of the 2024 state board meetings.

Sincerely,

Andrea Casillas

CESA Executive Director