



AFSS North Quarterly Meeting Minutes

Friday, September 16, 2016

Location: The Regional Fire Training Center
1220 Fire Science Lane, Modesto

Host: Dominique Maurer / Modesto Fire

Attendance:

Wendy Crosthwaite.....President / Sacramento Regional Fire/EMS Com. Center
Nancy Tillotson.....1st Vice-President / Vacaville Fire
Danette Austin.....2nd Vice-President / Higgins Fire District
Lynda VargasRecording Secretary / West Sacramento Fire
Janice ParkerMembership Chairman / Sacramento Regional Fire/EMS Com. Center
Jodi MartinHistorical Co-Chairman and Meeting Host Coordinator / Rescue Fire Department
Tramane Soberanes.....Education & Training Co-Chairman / Redwood City Fire Department
Theresa MaluiaRedwood City Fire Department
Dominique Maurer.....Modesto Fire Department
Jessica SmartModesto Fire Department
Sallie Ross-FilgoSouth Lake Tahoe Fire & Rescue
Dana LippsSacramento Metro Fire Department
Cheryl Roth.....Santa Clara County Fire Department

BUSINESS MEETING:

- Business Meeting called to order at 12:45 pm
- Introduction of guests, new members and attendees
- Approval of Agenda: September 16, 2016 Quarterly Meeting
Motioned by Nancy Tillotson with the treasurer's report month amended to June and the conference year changed to 2017, 2nd by Danette Austin, all approved
- Approval of Minutes: June 3, 2016 Quarterly Meeting
Revision requested by Wendy Crosthwaite to reflect that she does not have access to Constant Contact; Motioned to approve with revision by Lynda Vargas, 2nd by Danette Austin, all approved

President's Report by Wendy Crosthwaite

The CalChiefs conference coming up on October 26-28; we will be asked to assist. Let Wendy know if you are interested in helping out. There will be a second opportunity to volunteer at the Mental Health Wellness conference in December where we can offer assistance. This conference will also be held in Sacramento around December 13th/14th.

Treasurer's Report

Treasurer Joyce Engler was absent, but Wendy Crosthwaite handed out the summary reports.

Treasurer's Report by Joyce Engler

- June 2016
 - General Fund Balance:.....\$ 5,519.64
 - Conference Account Balance:\$ 6,928.40
 - Business Market Savings Balance:.....\$ 106.24
 - Reserve Account Balance:\$ 6,145.44
 - TOTAL:\$18,699.73
- July 2016
 - General Fund Balance:.....\$ 6,001.64
 - Conference Account Balance:\$ 6,928.40
 - Business Market Savings Balance:.....\$ 106.25
 - Reserve Account Balance:\$ 6,145.60
 - TOTAL:\$19,181.90
- August 2016
 - General Fund Balance:.....\$ 5,931.64
 - Conference Account Balance:\$ 6,928.40
 - Business Market Savings Balance:.....\$ 106.25
 - Reserve Account Balance:\$ 6,145.75
 - TOTAL:\$19,112.05

Old Business

- a. AFSS Survey for 2018 Conference by Wendy Crosthwaite
A survey is being developed that will be sent out to members to solicit information on what they'd like to see at future conferences.
- b. Website / Constant Contact Training by Wendy Crosthwaite
Training was recently held on the new website and the Constant Contact program. If you weren't able to participate and would still like to, let Wendy Crosthwaite know and she'll contact Valerie Erwin about setting up another training.

New Business

- a. Recognition of Past Board and Committee Members and CalChiefs Liaison by Wendy Crosthwaite
Valerie, Mollie and Shawn were not present, so this has been moved to the next meeting. Sallie Ross-Filgo was presented with a framed certificate of appreciation for all of her dedication and effort. This was Sallie's last meeting as she will be starting her own business (Donut and Frozen Yogurt shop) in South Lake Tahoe and leaving the fire service.
- b. Nominations for 17/18 Executive Board (open positions) by Wendy Crosthwaite
Due to the fact that elected representatives now take office July 1, Wendy would like to move these nominations to the December meeting. She would like the schedule to be: nominations in December, vote on the nominations in March, elected representatives sworn in at the annual AFSS Conference, effective July 1. Motioned by Danette Austin, 2nd by Nancy Tillotson, All approved.

- c. Open Seats for AFSS Committee Chairs (current) by Wendy Crosthwaite
Conference Chair for 2018 is vacant. If you are interested, please notify a Board Member.
Education and Training – due to some changes at work, Tramane and Gina need to step down. They have, however, agreed to continue until a new volunteer agrees to take over.
- d. Discussion of Advertising for New Members by Janice Parker
We need to start the membership campaign, at least for renewals, earlier. As for recruiting, all members are encouraged to spread the word and do recruiting within their own offices (coworkers, or if retiring, who is replacing you, etc.). CalChiefs Conference is a great opportunity to tell Chiefs (new and returning) about the AFSS program and encourage participation by their staff. We will look into putting our flyers in the Chiefs' goodie bags.
- e. Member of the Year Nominations are due by September 23rd
- f. Life Member Applications / Nominations are due by September 23rd
- g. Nominations for Charitable Organizations to receive proceeds from raffle drawings throughout the year are due September 23rd. Today's proceeds are going to "A Friendly Place."

Committee Reports

- a. Bylaws – Joyce Engler
Nothing at this time.
- b. Communications – Mollie Meyer
Mollie is currently maintaining the website; not certain yet if she plans to continue.
- c. Education & Training – Gina Hamilton & Tramane Soberanes
Two people are in talks for future training: Mary Kimball Smith for December (FSLA), and Renna Medina in March (Emergency Management for CalChiefs).
- d. Historical – Jodi Martin & Susan Kim
Nothing at this time.
- e. Legislative –Meghan Scannell
Nothing at this time.
- f. Meeting Host Coordinator – Jodi Martin
The December meeting will be in El Dorado Hills, March's meeting will be in Santa Clara. We still need to identify locations for meetings after that.
- g. Sunshine — Need Committee Members/Chair
- h. Ways and Means – Lori Gay
Nothing at this time.

Identification of items for next meeting (December)

Toys for Tots - bring a gift if you would like to participate.

Ornament Exchange

Good of the Order

Our new CalChiefs Liaison is Deputy Chief Mike McLaughlin from Cosumnes Fire.

Adjournment: 1:43pm.

Recorded by,

Lynda Vargas

Lynda Vargas

AFSS North, Recording Secretary

Future Meetings

E-Board.....October 14, 2016 (9:00 – 4:00 pm)

Joint E-BoardTBD

General Membership.....December 2, 2016 (9:00 – 3:00 pm) El Dorado Hills Fire Department
March 17, 2017 (9:00 – 3:00 pm) Santa Clara Fire Department