



AFSS North Quarterly Meeting Agenda

Friday, June 17, 2016

LOCATION: Sacramento Regional Fire/EMS Communications Center Training
3121 Gold Canal Drive, Rancho Cordova, CA 95670

HOSTS: Wendy Crosthwaite, Janice Parker

ATTENDANCE:

Valerie Erwin President / Cosumnes Fire Department

Wendy Crosthwaite..... 1st Vice President and Membership Co-Chairman \\
Sacramento Regional Fire/EMS Communications Center

Joyce Engler Treasurer, Bylaws and SOG Chairman / Truckee Fire Department

Nancy Tillotson Recording Secretary / Vacaville Fire Department

Susan Kim Corresponding Secretary, Historical Co-Chairman and
Sunshine Co-Chairman / Southern Marin Fire Protection District

Danette Austin..... 2nd Vice President – Elect / Higgins Fire Department

Lynda Vargas Recording Secretary – Elect / West Sacramento Fire Department

Jodi Martin Historical Co-Chairman and Meeting Host Coordinator / Rescue Fire Department

Janice Parker..... Membership Co-Chairman / Sacramento Regional Fire/EMS Communications Center

Lluvica Altamirano..... Vacaville Fire Department

Dana Lipps Sacramento Metro Fire Department

Lauren Pallas..... Novato Fire District

Cheryl Roth..... Santa Clara County Fire Department

Jennifer Weil..... Folsom Fire Department

BUSINESS MEETING:

- Business Meeting called to order at 2:51 PM
- Introduction of guests, new members and attendees
- Approval of Minutes: March 18, 2016 Quarterly Meeting
Motioned by Susan Kim, 2nd by Jodi Martin, All approved

Treasurer's Report by Joyce Engler

- February 2016
 - o General Fund Balance:\$ 5,942.00
 - o Conference Account Balance:.....\$ 6,610.00
 - o Business Market Savings Balance:\$ 106.00
 - o Reserve Account Balance:\$ 6,145.00
 - TOTAL:\$18,803.00
- March 2016
 - o General Fund Balance:\$ 5,557.00
 - o Conference Account Balance:.....\$19,186.00
 - o Business Market Savings Balance:\$ 106.00
 - o Reserve Account Balance:\$ 6,145.00
 - TOTAL:\$30,994.00
- April 2016
 - o General Fund Balance:\$ 5,652.00
 - o Conference Account Balance:.....\$21,818.00
 - o Business Market Savings Balance:\$ 106.00
 - o Reserve Account Balance:\$ 6,145.00
 - TOTAL:\$33,721.00
- May 2016
 - o General Fund Balance:\$ 5,283.00
 - o Conference Account Balance:.....\$ 8,260.00
 - o Business Market Savings Balance:\$ 106.00
 - o Reserve Account Balance:\$ 6,145.00
 - TOTAL:\$19,794.00

16/17 Draft Final Budget by Joyce Engler

Due to a health issue, one of the budgeted Carol Abraham Scholarships was not utilized. The board is requesting that the returned monies be put into the non-budgeted Carol Abraham Fund.

Motioned by Wendy Crosthwaite, 2nd by Danette Austin, All approved

Draft final budget was presented to the membership. Operating budget needed to be reduced by \$2500. This was due to the projected \$7,000 rollover not available, actual rollover of \$4500. Motion made to move forward with budget process by Lynda Vargas, 2nd by Dana Lipps, All approved. Final budget will be voted on at the September 2016 general membership meeting.

Audit report FY '11-'12 by Joyce Engler

Member, Sue Beville, continues to review our financial books for an internal audit.

FY '11-'12 is not a favorable report. During this year, the Board became aware of financial discrepancies. CalChiefs Executive Director was made aware of the discrepancies. AFSS Board was directed to handle the issue. The Treasurer, during the time frame in question, had moved onto another position on the Board. This member then resigned from their position on the Board. The Board requested the financial audit to determine the extent of the discrepancies. The Board believes FY '12-'13 will also have discrepancies.

The current Treasurer has been, and will continue to, present the Board with very detailed financial records and supporting documentation.

SOG Revision by Joyce Engler

- Guideling 3: Dues and Fees

Membership dues are due July 1st of each year and shall be delinquent on September 1st.

If membership renewal application and dues are not received by September 1st, a New Member application and corresponding dues will be required. Staggered membership levels have been created.

- Current Active Members
 - Active Member \$ 50.00
 - Associate Member \$ 35.00
 - Sustaining member \$ 75.00
 - Life Member No Charge
 - Honorary Member No Charge
- New Members
 - Active Member \$ 65.00
 - Associate Member \$ 50.00
 - Sustaining member \$ 90.00
- First Time New Members Joining after January 1st
 - Active Member \$ 40.00
 - Associate Member \$ 32.50
 - Sustaining member \$52.50
- Transfer of Membership
 - Active Member \$ 15.00
 - Associate Member \$ 15.00

An additional service charge will be added if payment is made through PayPal.

- Guideline 17: Annual Conference Attendee Scholarship Programs

- ADDED: Cancellation of Awarded Scholarship

If an awarded recipient cancels after the scholarship is paid, but before the cancellation deadline and a transfer of funds is allowed, the scholarship will be offered to the next in line. If the list is exhausted and the registration fee is refunded, the money will be deposited to the non-budgeted scholarship account, to be awarded for the next conference.

Board Vacancies by Valerie Erwin

The following positions are vacant;

- 1st Vice President
- 2nd Vice President

Interest in 1st Vice President, was expressed by Nancy Tillotson

Interest in 2nd Vice President, was expressed by Danette Austin

With Nancy T. moving to 1st Vice President, a vacancy exists in Recording Secretary.

Interest in Recording Secretary, was expressed by Lynda Vargas

Tentative new Board was presented

- Wendy Crosthwaite – President
- Nancy Tillotson – 1st Vice President
- Danette Austin – 2nd Vice President
- Joyce Engler – Treasurer
- Lynda Vargas – Recording Secretary
- Susan Kim – Corresponding Secretary

Motion to accept the board as presented was made by Jodi Martin, 2nd Janice Parker, All approved
Board will take office July 1, 2016. As previously approved, term of office is July 1st – June 30th .

September General Membership Meeting

Sept. 16, 2016 Modesto Fire Department

Cyber Security presented by Ray Campos

Dec. 2, 2016 El Dorado Hills Fire Department

Workers Comp Issues

March 2017 Santa Clara Fire Department

Topic: TBA

If you are interested in hosting a meeting, please speak with Jodi Martin

Good of the Order

Jodi Martin mentioned if your staff receives cash in lieu for medical opt out, this has to be calculated in overtime rate.

Adjournment: 3:30 pm

Recorded by

Nancy Tillotson

Nancy Tillotson

AFSS North, Recording Secretary

Future Meetings

E-Board July 8, 2016 (9:00 – 4:00 pm)
Sacramento Regional Fire / EMS Communication Center

Joint E-Board... August 12, 2016 (9:00 – 10:00 am)
Conference Call – Hosted by AFSS Southern Division

General..... Sept. 16, 2016 (9:00 – 3:00 pm)
Modesto Fire Department

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