



AFSS North Quarterly Meeting Minutes

December 2, 2016

Location: El Dorado Hills Fire, Station 85
1050 Wilson Blvd, El Dorado Hills

Host: Jodi Martin / Rescue 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
Joyce EnglerTreasurer / Truckee Fire District
Susan Kim.....Corresponding Secretary / Southern Marin Fire District
Janice ParkerMembership Chairman / Sacramento Regional Fire/EMS Com. Center
Jodi MartinHistorical Co-Chairman and Meeting Host Coordinator / Rescue Fire Department
Lluvia Altamirano.....Vacaville Fire Department
Kristyn Bitz.....Cosumnes Fire Department
Christina BurroughsEl Dorado Hills Fire Department
Michelle DehoneySacramento Metro Fire Department
Valerie ErwinCosumnes Fire Department
Carmen GandaraSacramento Metro Fire Department
Lara KelleySacramento Metro Fire Department
JoAnne Lewis.....Ross Valley Fire Department
Dana LippsSacramento Metro Fire Department
Sallie Ross-FilgoSouth Lake Tahoe Fire & Rescue
Meghan ScannellUC Davis Fire
Jennifer Weil.....Folsom Fire Department
Kimberly Wilson.....Mill Valley Fire Department

BUSINESS MEETING:

- Business Meeting called to order at 1:05 pm
- Introduction of guests, new members and attendees
- Approval of Agenda: December 2, 2016 Quarterly Meeting
Joyce Engler requested the addition of the 16/17 budget to the Treasurer's Report.
Motioned by Susan Kim with the treasurer's report amended to include the 16/17 budget,
2nd by Nancy Tillotson, all approved
- Approval of Minutes: September 16, 2016 Quarterly Meeting
Revision requested by Nancy Tillotson at the top of page 3 to change the word "April" to
"annual AFSS"; Motioned to approve with revision by Jodi Martin, 2nd by Valerie Erwin, all
approved

President's Report by Wendy Crosthwaite

CalChiefs Annual Conference at the Sheraton Grand Hotel in Sacramento was very successful. Classes covered succession planning and case laws. They also brought in an instructor who is implementing successful yoga programs that help to reduce stress in fire departments. Chief Dutton said the attendance and sponsorship were at record levels. Chief Dutton and his wife were grateful to those who helped with registration and all other duties. If you would like to help in coming years, just reach out to the board.

On 12/14 & 15, CalJAC and CalChiefs will be holding a Behavioral Health Conference at the Sheraton Grand and are requesting help with that as well. There is an opportunity for bag stuffing on 12/12 at 12pm; come full (lunch will not be provided) to 1780 Creekside Oaks Drive in Sacramento. Conference registration will be on the 14 & 15th. We still need volunteers on 12/15 to help with registration.

AFSS South met on November 29 and voted to approve paying their half of constant contact and the new website. Valerie and Molly are ready to go and will likely have everything up within the next week.

CalChiefs will be holding their Strategic Planning Session on January 12 and 13 in Sacramento at the Embassy Suites. (The E-Board meeting in January was moved up a week because of this.) We have a new liaison to CalChiefs. Chief McLaughlin is now the legislative director. New liaison is Steve Prziborowski (Deputy Chief at Santa Clara County Fire). Information will be updated on the websites.

Treasurer's Report

Joyce handed out September and October's treasurer's reports. All accounts have good balances and expenses are on track overall. A little over 21k in the bank and all accounts are in line with where they should be. Due to a very busy fall at work, raffle tickets for the conference scholarships (3) will be prepared and the raffle held at the January E-board meeting.

- September 2016
 - General Fund Balance:.....\$ 8,746.76
 - Conference Account Balance:\$ 6,928.40
 - Business Market Savings Balance:.....\$ 106.25
 - Reserve Account Balance:\$ 6,145.90
 - TOTAL:\$21,927.32
- October 2016
 - General Fund Balance:.....\$ 8,540.14
 - Conference Account Balance:\$ 6,928.40
 - Business Market Savings Balance:.....\$ 106.25
 - Reserve Account Balance:\$ 6,146.06
 - TOTAL:\$21,720.86

The 2016/17 budget was discussed and presented for approval. Motioned by Danette Austin, 2nd by Lynda Vargas, all approved

Old Business

None.

New Business

a. AFSS Educational Forum: 3/28-31 in Anaheim. Save the date flyer went out.

b. Presentation of Awards:

- Special Presentations – Valerie Erwin was presented with an award for her dedicated service as the 2015-16 AFSS North President.
- Awards for Years of Service were presented to the following:

5 years

Janet German

Lisa Johnson

Mollie Meyer

Kimberly Wilson

10 years

Lara Kelley

Sally Lindke

Nicole Morales

Jennifer Ober

Heather Robertson

Debbie TenBruggencate

Sheryl Williams

Silvia Flores

20 years

Shawn Crawford

- Member of the Year – As she was not present, this presentation was moved to the next meeting.
- Sallie Ross-Filgo and Chrissy Niven each received the Life Member Award.

c. Nominations for 17/18 Board Positions - Elections March 2017 (Wendy)

Valerie Erwin is the Nominating Committee Chairperson. She explained the succession plan behind the President - 1st VP - 2nd VP, and for the Corresponding Secretary, Recording Secretary and Treasurer.

2nd VP nominees: Lynda Vargas has expressed interest; this will be open to other nominations as well.

Treasurer: Joyce Engler has served two 2-year terms and is ready to step down from the position, but will remain active in AFSS. This position is open to nominations.

Corresponding Secretary: Susan Kim would like to remain in this position for the next two-year term.

Voting will be at the March meeting. If there is only one name for the position, voting will not be necessary. Also, a Member at Large will be added to the Board next year. This person will serve in a 1-year position to help the Board wherever needed – this is a great opportunity to learn more about board positions and responsibilities. Dana Lipps expressed interest in the Member-at-Large position.

d. SOG Changes

Joyce Engler handed out hard copies of red-lined changes and a summary of the changes: On pages 10 & 5 - Change board from 6 to 7 members (due to adding member at large); changed the period for solicitation of nominations to December through March, with voting in March, and added the Member-at-Large position and duties.

Committee Reports

a. Bylaws – Joyce Engler

Handed out proposed changes to the ByLaws (adding Member-at-Large; allowing President all voting rights; adding Member-at-Large duties; and updating signatories). These changes will be up for discussion and voting at the March meeting.

b. Communications – Mollie Meyer

Valerie is working with Chief Dutton on moving over the website. Kim brought up the difference between the two Facebook pages - one is closed and one is secret. Closed can be seen by the public, but posts are only seen by members; secret pages are private group for the AFSS North division to share ideas, policies/procedures, post requests for information and to exchange information. Wendy will seek out clarification on how the pages were intended to be used, coordinate with Valerie and Mollie on needs that the website can meet, and then evaluate the best vehicle for each piece (forum, communication, etc).

c. Education & Training – Gina Hamilton & Tramane Soberanes

Nothing at this time.

d. Historical – Jodi Martin & Susan Kim

They attended Linda Harlow's service and ran into a lot of former members who provided a historical account of AFSS (24pg document). It is an amazing resource which she would like to bring to the Conference to share. Joyce suggested creating a historical page on the website. Jodi has a presentation that she developed a few years ago about the origins of AFSS as well which she will send to Valerie for use on the website. A page for retirees (with pictures) might be nice, too.

e. Legislative –Meghan Scannell

The legislature is on break as of November 30, and will reconvene January 5, 2017. A number of bills died on the table. The last status report on the website was October 3. She

encouraged all to take a look at the bills that were reviewed at that time. Joint leg meeting with Cal Chiefs and FDAC will be on December 7 that she'll be involved in.

- f. Meeting Host Coordinator – Jodi Martin
March's meeting will be in Santa Clara. We still need to identify locations for meetings after that.
- g. Sunshine -- Susan Kim
Nothing at this time.
- h. Ways and Means – Lori Gay
Joyce reported that Lori is standing by waiting to hear what we would like to see purchased. Valerie Erwin expressed interest in challenge coins.

Identification of items for next meeting (March in Santa Clara)

Discussion of meeting materials from Excel class and the availability of copyrighted handouts after the fact.

Good of the Order

Sallie Ross-Filgo expressed gratitude for the Lifetime Membership award and encouraged everyone to find ways to participate and engage in the organization. "You get out of it what you put into it."

Kimberly Wilson reported that some of the admins in their area get together once a quarter to discuss questions and to support one another, followed by lunch. Maybe others would be interested in similar get togethers.

Adjournment: 2:45pm.

Recorded by,

Lynda Vargas

Lynda Vargas
AFSS North, Recording Secretary

Future Meetings

E-Board.....January 7, 2017 (9:00 – 4:00 pm)
SRFECC

Joint E-BoardTBD

General Membership.....March 17, 2017 (9:00 – 3:00 pm)
Santa Clara Fire Department