



ADMINISTRATIVE FIRE SERVICES SECTION

CALIFORNIA FIRE CHIEFS ASSOCIATION SOUTHERN DIVISION

AFSS QUARTERLY MEETING MINUTES SEPTEMBER 13, 2005 HOSTED BY: EL SEGUNDO FIRE DEPARTMENT

A. CALL TO ORDER/INTRODUCTIONS:

- President Ronda Guillaume called the meeting to order at 0910 hours.
- Mickey Rinder of El Segundo Fire led the flag salute.
- Lisa LeCates of El Segundo Fire read an inspirational story called "A Thousand Marbles."
- Acting El Segundo Fire Chief, Kevin Smith, welcomed the group to El Segundo. He thanked the group for all they do for the fire service.
- The attendees made self-introductions.

B. APPROVAL OF MINUTES:

The June 2005 Quarterly Meeting minutes were distributed and reviewed. A few corrections were noted and the changes were made.

MOTION: Barbara Altizer made a motion to approve the March 2005 Quarterly Meeting minutes as corrected. Nancy Haglund seconded the motion. Vote: All ayes.

C. APPROVAL OF TREASURER'S REPORT:

The August 31, 2005 Treasurer's Report was distributed to the attendees for review.

Treasurer Timmers reported that she received the accounting from the April 2005 Annual Conference. A loss was posted which left the account balance at approximately \$1,400.00. According to the bylaws, the beginning conference balance will be \$2,000.00. Both sections will contribute one-half of the deficit, or \$300.00. A check has already been received from the Northern Section. She also noted that the conference checking account has been incurring a service charge. This charge has been eliminated thanks to Christine Flores and her dealings with the bank.

Lisa LeCates noted that \$150.00 has been donated by the El Segundo Firefighters Association towards today's meeting raffle prizes.

MOTION: Carrie Joyce moved to accept the Treasurer's Report dated August 31, 2005. Kathy Danskin seconded the motion. Vote: All ayes.

D. SECTION CHIEF REPORT:

Chief Putney was unable to attend. No report given.

E. CORRESPONDENCE REPORT:

Corresponding Secretary Brenda Best reported there was no incoming correspondence.

The outgoing correspondence included:

- A card to Jennifer Rogers of San Luis Obispo CDF, wishing her luck on her move to Washington.
- A card to Gloria Connors of Chino Valley FPD, for the birth of her first grandchild.
- A card to Eileen Dirksen of Redlands Fire, for the passing of her husband.

F. COMMITTEE REPORTS:

Bylaws Committee

Reported by: Barbara Altizer

Nothing to report

Communication Committee

Reported by: Darilyn O'Dell

Darilyn brought copies of the new Fire Circle for the members.

Conference Committee

Reported by: Darilyn O'Dell, Becky Timmers

The Conference Committee will be meeting today with the Education Committee to discuss educational topics for the Spring Conference.

Education Committee

Reported by: Christine Flores

Christine met with the Executive Board in July to discuss a one-day Success through Support Workshop. She is working with the Conference Committee on this issue.

Historical Committee

Reported by: Joyce Becker

Joyce reported that she is now archiving pictures on the online service, Snapfish. All members will be receiving emails regarding this service.

Membership Committee

Reported by: Terrie Villalpando

Terrie reported that she has received twelve (12) new memberships. Several new memberships have been received from fire chiefs. President Guillaume will contact these chiefs to encourage their administrative assistants to become members.

Ways & Means Committee

Reported by: Amy Lidster

Amy told the group that she has received information for the annual See's Candy fundraiser. Everyone agreed to proceed with the fundraiser again this year. Amy will send the order forms to the members. Orders will be due back in mid-November for distribution at the December quarterly meeting in Fallbrook.

G. EDUCATIONAL PROGRAM:

This meeting's educational program was "Interaction with Elected/Appointed Officials and the Legislative Process", which is a requirement for the PRP Level II. Fire Chief Russ Tingley of Hermosa Beach taught the program. Chief Tingley is an appointee to the Public Safety Section of the League of California Cities.

H. SPECIAL PRESENTATIONS:

President Guillaume named Chief Prather of Orange County Fire Authority an honorary member of AFSS because of his outstanding support of the group. Kathy Danskin accepted the badge on his behalf.

President Guillaume thanked three (3) retirees from El Segundo Fire: Helen Capo, Rosemarie Radomsky and Sandy Wycoff for attending the meeting. She also congratulated Charlotte DeAnda from Santa Fe Springs Fire on her upcoming retirement.

I. OLD BUSINESS:

Ad Hoc Committee Quarterly Meeting Locations

Deanne Berry-Johanson reported that the Ad Hoc Committee met on June 13 by email. They would like to distribute a survey to members who do not regularly attend meetings. She shared the committee's recommendations:

- A central location for three (3) quarterly meetings a year, hosted by various departments. The fourth meeting to be held at an alternate location.
- New members may be given an incentive for survey response and meeting attendance.

The committee will do a "fan out" to see what departments have a facility available for meetings and would be willing to facilitate them.

They are discussing these and other options with the Executive Board.

Membership Drive & Renewals

Terrie Villalpando and Ronda Guillaume reminded the group to send in their renewals if they haven't already done so.

Executive Board Nominations

2nd Vice President Sylvia Diaz reported that the following members have been nominated, but have not accepted:

2nd Vice President – Darilyn O'Dell, Terrie Villalpando

Corresponding Secretary – Corrinne Flores, Roberta Mirzayans, Cathee Harris, Beth Stogner, Gloria Connors, and Marta Dunn.

Christine Flores was nominated for 2nd Vice President from the floor, she accepted, pending approval of her Chief. Marta Dunn accepted the nomination for Corresponding Secretary, also pending her Chief's approval.

President Guillaume addressed the group on the rewards of sitting on the Executive Board. Barbara Altizer appealed to the members to step forward. Elections will be held in October.

J. NEW BUSINESS:

Quarterly Charitable Contribution

President Guillaume reported that one request was received this quarter. It was from Mary Hollan for books to an elementary school in Castro, California whose library had burned down. The Board approved the \$100 contribution to Castro Elementary School.

The group discussed a contribution to the Katrina Fund, possibly using a portion of the See's Candy fundraiser income. The Board will discuss the option at their next meeting.

CFCA Update

President Guillaume stated there was nothing to report from the legislature; they were not in session. She discussed Chief Warren's email regarding the Katrina firefighter response teams. She thanked Barbara Mitchell on a job well done with the Cal Chief's Conference in Riverside.

Joint Executive Board Meeting Update

President Guillaume reported that there would be a joint Executive Board meeting in November. They are currently looking for a meeting place, possibly in the Pismo Beach area.

Nomination Committee

2nd Vice President Sylvia Diaz reminded the group that nominations for Member of the Year are due by October 24th.

K. ROUND TABLE DISCUSSION:

Many individuals shared their department's contributions to the Katrina relief efforts. The majority of the AFSS members at the meeting had someone from their department involved in one way or another. They also discussed their fund raising ideas. If you have any fundraising ideas you may email them to Corresponding Secretary Brenda Best.

Mickey Rinder, El Segundo Fire – She thanked everyone who sent cards and condolences on the passing of her husband.

Joyce Becker, Ontario Fire – She thanked everyone who sent her emails in response to the plan checker position. She would also like information on job descriptions and salaries for a plan checker.

Christine Flores, Rancho Cucamonga Fire – She challenged everyone to beat her department's record for See's Candy sales.

Mary Scott, Chino Valley FPD – Her department will be holding a Firefighter Muster and Chili Cook-off on September 17th at Chino Fairgrounds.

L. ADJOURNMENT:

President Guillaume presented certificates of appreciation and thanked the El Segundo AFSS members for their hard work in the production of this meeting.

With no further business, President Guillaume adjourned the meeting at 1307 hours.

Kathy Ford-Brodersen

Kathy Ford-Brodersen
Executive Board, Recording Secretary

Quarterly Meeting Attendees
September 13, 2005

Altizer, Barbara	So. Pasadena FD (retired)
Becker, Joyce	Ontario FD
Berry-Johanson, Deanne	Big Bear City FD
Best, Brenda*	OC Fire Authority
Bodine, Jeanne	Downey FD
Brock, Robin	Rancho Cucamonga FD
Capo, Helen	El Segundo Fire (retired)
Connors, Gloria	Chino Valley FPD
Danskin, Kathy	OC Fire Authority
DeAnda, Charlotte	Santa Fe Springs FD
Diaz, Sylvia*	Hermosa Beach FD
Duker, Christine	OC Fire Authority
Dunne, Marta	Corona FD
Flores, Christine	Rancho Cucamonga FD
Ford-Brodersen, Kathy*	North County FPD
Guillaume, Ronda*	Cathedral City FD
Gullickson, Irma	Fullerton FD
Haglund, Nancy	Arroyo Grande FD
Joyce, Carrie	Laguna Beach FD
LeCates, Lisa	El Segundo FD
Lidster, Amy	San Miguel Con. FPD
McIlwain, Sue	Big Bear Lake FD
Nace, Paris	OC Fire Authority
O'Dell, Darilyn	San Miguel Con. FPD
O'Keefe, Colleen	West Covina FD
Radomsky, Rosemarie	El Segundo FD (retired)
Rinder, Mickey	El Segundo FD
Ross, Zelda	Downey FD
Russell, Madeline	OC Fire Authority
Scott, Mary*	Chino Valley FPD
Slusher, Ruth	Santa Fe Springs FD
Soldan, Martha	OC Fire Authority
Stogner, Beth	Arcadia FD
Thomas, Cathy	Ontario FD
Timmers, Becky*	North County FPD
Tousignant, Carol	Morro Bay FD
Villalpando, Terrie	Corona FD
Wycoff, Sandy	El Segundo FD (retired)
Zaouk, Sandy	Santa Monica FD

*Denotes Executive Board members