



California Fire Chiefs Association
ADMINISTRATIVE FIRE SERVICES SECTION
NORTHERN DIVISION

Minutes
Quarterly Meeting
Friday, September 23rd, 2011

LOCATION: Folsom Fire Department

HOST: Beverly Fuchs

ATTENDANCE:

Leona Allen	Lake Valley Fire PD
Carol Abraham	Kentfield FD
Linda Benson	Higgins FD (ret.)
Betty Box	Novato FD
Shawn Crawford	Meeks Bay Fire
Joyce Engler	Truckee FPD
Valerie Erwin	Cosumnes Fire Dept.
Chrissy Flynn	Alameda County Fire Dept.
Beverly Fuchs	Folsom Fire Dept.
Linda Harlow	Corte Madera FD
Shari Holmstrom	Georgetown FD
Lara Kelley	Sacramento Metro FD
Susan Kim	Southern Marin Fire
Jodi Martin	Rescue Fire Dept.
Mollie Meyer	Sacramento Metro FD
Sallie Ross-Filgo	South Lake Tahoe Fire Dept,
Meghan Scannell	UC Davis and City of Davis Fire Dept.
Crystal Smyth	Yocha Dehe Fire Dept.
Kim Stephens	UC Davis Fire Prevention
Chief Nathan Trauernicht	UC Davis and City of Davis Fire Dept.
Renee Vetter	San Ramon Valley FPD
Debbie Wickern	Folsom Fire Dept.

Call to Order – the meeting was called to order at 10:25 am by President Meghan Scannell

- Bev Fuchs welcomed the group by reading a speech from Chief Ron Phillips with the Folsom Fire Department
- Training Session – Sallie Ross-Filgo, Administrative Assistant – The National Fire Academy and YOU

Additions to Agenda/Approval of Agenda

- Susan has a small MRD report to add to the agenda under business reports
- Sallie would like to add discussion on the membership brochure
- Valerie would like to make correction Minutes are from May 27th not August 9th
 - Motion made by Kim
 - Joyce seconded
 - Agenda has been approved

Minutes Revisions

- Valerie: Chief Hansen's first name is spelled Tracey and Donna Heymans' name was corrected
- E-Board minutes from May 27th were approved at the last E-Board meeting

Business Meeting

- Business meeting called to order at 1337
- A certificate was presented to Sallie for appreciation as our speaker today

PRP Discussion

- For the last year or so there has been discussion about making amendments to the PRP binders
 - Carol and Shari are retiring and they have all the historical knowledge
 - AFSS has been wanting to revamp the program for about 5 years but not much interest in completing it
 - Revamping the program will be a long term commitment
 - Ronny Coleman is very supportive of this program and has said he'd help with making changes
- An idea was made to assign a seasoned mentor to individuals interested in completing PRP
- Susan suggests making PRP a standing agenda item to discuss questions, concerns, and class offerings
- All agreed to create a PRP revamping committee. Volunteers were Susan, Carol, Shari, Betty, Linda, Bev, Joyce, Kim, Renee, and Valerie. Linda Hoover, although absent today, was volunteered also.
 - They welcome taking any and all interested members in helping with this to volunteer
- Out of 300 members 68 members have completed the PRP and many of those are retired
- Used to have a lot of separate two day workshops that were very successful
 - We should look into reinstating the workshops

Treasurer's Report

- We have 19% more to collect in annual membership dues
- We are working on a 501c status as we are currently under the classification of social organization
 - We will probably not qualify for 501c-3 status but there are other classifications that we are exploring
 - 501c-6 status is what most the other Cal Chief's groups are under

- Our taxes should be done and filed next month
- We cannot currently give vendors a tax deduction at this time
- Valerie is working on setting up PayPal for payment of the quarterly meeting
 - We have an account set up for conference registration
 - The fees are 2.9% + 30 cents fee to the organization we can lower that to 2.2% for charitable organization
 - Members will pay the fee as a convenience fee
 - Valerie believes she will have the other PayPal account set up next week

Correspondence Report

- Valerie has nothing to report

Chief's Report

- There was no Chief's report as Chief Hansen is in Colorado at the IAFF Memorial

President's Report

- We are sending members to assist Tammy with registration
 - Members include Joyce Engler and Sue Beville
 - Shawn will be attending on behalf of Cal Chief for badges
 - Lara and Rosa will be attending on behalf of AFSS
 - Meghan will be attending on behalf of her department
 - Chrissy will be attending on behalf of her department

E-Board Nominations

- Currently positions swap out every two years not all at the same time
 - 1st, 2nd Vice Presidents, and Recording Secretary are currently up
 - Sallie is not running for a second term, Lara is not running for a second term, and Chrissy will run for a second term as Recording Secretary
 - Sallie would like to nominate Rosa Meyer as the second VP
 - Bev would like to nominate Susan Kim for first VP
 - Susan agreed pending her Chief's approval
 - Meghan would like to nominate Valerie to a 1st Vice President position
- There is an October deadline nominations
 - Nominees need to accept the nomination

Member of the Year and Lifetime Member

- Nominations went out for Member of the Year and Lifetime Member
- These awards will be presented at the December Meeting

Q1 2012 meeting date change proposal

- The E-Board is proposing having the meeting in February as the conference in now March
 - Meeting will be hosted by Alameda County Fire in Dublin
 - Was voted upon and agreed upon

SOGs

- There was a proposed change to Member of the Year SOG donation from \$200 to \$100
- There was a proposed change for host agencies guidelines reducing the cost of food to \$15 per member
 - We need to think about including in this cost the lunch for the hosting Chief

It was moved by Joyce Engler, and seconded by Shari Holmstrom, to change the Member of the Year and Host Agency Guidelines SOGs as proposed. Vote was unanimous.

Shari Holmstrom questioned the Board's decision to not purchase name tags for new members. It was agreed that this would go back to E-Board for further discussion.

It was announced by President Meghan that Beverly Fuchs would step into the Membership Committee chair position, after the resignation of Donna Heymans.

Susan Kim reported that there would be an MRD update. She encouraged all to respond to the survey that would be sent out in September.

Training Duration – due to time constraints, this agenda item was tabled until next meeting.

Membership – due to time constraints, this agenda item was tabled until next meeting.

President Meghan reported that Chief Gilbert was the outgoing CalChiefs President and advised that AFSS-Southern Division would be making a donation to a charity of his choice in his honor. A motion was made by Kim Stephens, and seconded by Joyce Engler, that we make a donation of \$100 in his name. The vote was unanimous.

Good of the Order:

Renee Vetter – Academy of 15 new hires will be starting in 2 weeks.

Sallie Ross-Filgo – agency is very busy – lots of changes and she is needed at work. Local college did a 9/11 memorial. It was a very nice event.

Meghan Scannell – everything at UC Davis is awesome.

Lara Kelley – one Academy will be graduating in October, and another one will be beginning.

Bev Fuchs – Folsom is promoting their Assistant City Manager to the City Manager position, and not filling the Assistant City Manager position.

Joyce Engler – 2 full-time firefighters were laid off in August.

Kim Stephens – a new Fire Marshal will be starting at Davis on October 10.

Jodi Martin – all is well in Rescue. 3 new apprentices have been hired as a result of the SAFER Grant award. They had a community event at the fire station, which was well-attended. Her Department participated in the Destruction Derby as part of the 9/11 events held. She drove the derby car and brought photos to prove it. Rescue Fire didn't have to dip into reserves. She visited Tammy at Cal Chiefs office in Oroville. She took inventory of the AFSS North items that are stored there and sent the list to President Meghan. She found the missing cameras and has brought them home.

Susan Kim – doing well. Southern Marin annexed with Sausalito – process went smoothly.

Betty Box – doing well also. New station has been built, and will be rebuilding Station 4. She is participating in Relay for Life in October. Her department is starting a new Reserves program.

Linda Harlow – her department has ended furlough days. She attended the Mozart Requiem at Oakland Auditorium on 9/11.

Carol Abraham – Kentfield Fire is in the black. She is retiring October 4, but because they have not found her successor, she'll be staying on as a retired annuitant until they do.

Shari Holmstrom - attended the 9/11 Memorial Event. It was "really awesome," and she encourages everyone to attend. She'll be vacationing in Minnesota in October and Disney World and cruise in December. A new grandbaby is scheduled to arrive in March.

Mollie Meyer – (first time attendee – we thanked her for coming.)

Shawn Crawford – work is fine. She went paddle-boarding for the first time, and has just purchased a new motorcycle. Excited about her upcoming trip to Jamaica in November. Her step-father has pancreatic cancer, which they have learned has metastasized to his liver.

Linda Benson – working part-time for Grass Valley Fire. They had been working on an administrative JPA with Nevada County, but due to financial constraints, it has to be put on hold for another two years.

President Meghan announced that the next quarterly meeting would be held on December 2, 2011, hosted by Susan Kim at the Southern Marin Fire Department, and invited everyone to attend.

The meeting was adjourned at 3:20 pm.