



## **ADMINISTRATIVE FIRE SERVICES SECTION**

### **CALIFORNIA FIRE CHIEFS ASSOCIATION SOUTHERN DIVISION**

#### **AFSS QUARTERLY MEETING MINUTES**

**JUNE 6, 2003**

**HOSTED BY: SAN LUIS OBISPO COUNTY FIRE AGENCIES  
(Arroyo Grande, Atascadero, Cambria, CDF, Grover Beach, Morro Bay,  
Paso Robles, Pismo Beach, and South Bay)**

#### **A. CALL TO ORDER/INTRODUCTIONS:**

- President Rosa Hernandez, OES, called the meeting to order at 0910 hours and Nancy Haglund, Arroyo Grande Fire, led the flag salute.
- Chaplain Ray Johnson provided the inspiration. He gave an inspirational talk and quoted verses from the Book of Proverbs.
- Chief Kurt Stone, Atascadero City Fire, welcomed everyone and gave two inspirational quotes from Benjamin Franklin. Chief Stone presented Cathy Beach with a congratulatory gift as she will be leaving the Atascadero City Fire Department.
- Self-introductions were given.

#### **B. APPROVAL OF MINUTES:**

The March 2003 Quarterly Meeting minutes were reviewed. Barbara Altizer, South Pasadena Fire moved to approve, Darci Bodin, OCFA seconded. Vote: All ayes. March 2003 Quarterly General Membership Minutes approved as written.

#### **C. LIAISON CHIEF REPORT:**

Chief Armentrout reported that he attended the Joint North and South AFSS EBoard meeting in Fresno. He complimented both divisions on their effort in working together and keeping focused. Chief Armentrout stated that AFSS was given the opportunity to assist CFCA with marketing tools and will be working on logo items and a brochure.

#### **D. CORRESPONDENCE REPORT:**

Nancy Haglund, Arroyo Grande Fire, stated that the following correspondence was received: 1) A thank you card from Chief Phil Armentrout and wife Debra thanking AFSS for the flowers, cards, and prayers during Chief Armentrout's illness. 2) Letter from Northern AFSS President, Barbara Safford, to the President of Cal Chiefs Bill McCammon, inquiring when the deadline for logo items and brochure are due from AFSS section. 3) Thank you email from Sylvia Diaz for flowers sent to her grandmother's funeral services

No outgoing correspondence at this time.

**E. TREASURER'S REPORT:**

Carol Tousignant – Morro Bay FD, distributed the Treasurer's Report and stated the increase shown is due to profits from the November 2002 Workshop.

**F. EDUCATIONAL PROGRAM:**

1. Speaker Kim Alyn of Perfect Presentations presented "Four Annoying People and Why You are One of Them."
2. Speakers/handlers Debra Tosch and Ron Weckbacher of the National Disaster Search Dog Foundation presented an informative presentation and exercise with their dogs Abby and Manny.

President Rosa Hernandez presented the speakers with Certificates of Appreciation for their excellent presentations. The National Disaster Search Dog Foundation was also presented with a monetary donation on behalf of the Southern Division of AFSS.

Doug Kramer of L.N. Curtis & Sons was also presented with a Certificate of Appreciation for his company's continued support of AFSS and the fire service.

**LUNCH BREAK – 1215 HOURS**

**THE MEETING RECONVENED AT 1315 HOURS.**

**G. COMMITTEE REPORTS:**

1. BY LAWS COMMITTEE  
**Reported by:** Barbara Altizer, South Pasadena FD  
Proposed changes to the bylaws have been made by the Southern Division and were submitted to the Northern Division at the joint Eboard meeting in April. It was decided that the changes would be sent back to committee for review and changes should be finalized by the September meeting.
2. COMMUNICATIONS COMMITTEE:  
**Reported by:** No report.
3. EDUCATION COMMITTEE:  
**Reported by:** No report
4. HISTORICAL COMMITTEE:  
**Reported by:** Nancy Haglund, Arroyo Grande FD  
Nancy notified the membership that she would be stepping down after 8 years as Historical Committee Coordinator and thanked her committee for their assistance throughout the years. Joyce Becker, Ontario FD will be the new coordinator.
5. MEMBERSHIP COMMITTEE:  
**Reported by:** Ronda Guillaume, Cathedral City FD  
Ronda will be taking over as coordinator. The brochure with the new logo has been ordered. The renewal form is on the website. Ronda reminded

members to send in renewal notices, which are due July 1. Badges for new members will be mailed out within one week.

6. **WAYS AND MEANS:**

**Reported by:** Judy Blumburg, Palm Springs FD

Judy has contacted the Northern Division and will be working with them on the purchase of AFSS items. She is hoping to have them available at the September meeting.

7. **WORKSHOP COMMITTEE:**

**Reported by:** Cathy Beach, Atascadero City FD

Workshop flyers have been mailed. Packets will be mailed in July. Cathy encouraged all members to attend this year's workshop, as it is sure to be an excellent one.

H. **OLD BUSINESS:**

1. Charitable Contributions Guidelines – Darci Bodin, OCFA  
Darci distributed Guidelines for Charitable Contributions and a Request for Charitable Donation Form. Discussion was held and it was agreed that the amount for contributions will be increased by \$100 and the Eboard will choose the recipients at their quarterly meetings. Each organization will receive \$100 and if there are no organizations chosen for the quarter, the money will be rolled into the next quarter so that more than one organization may receive donations. Barbara Altizer suggested that the committee take suggestions back and re-write guidelines that will be submitted to the E-Board.
2. CFCA Brochure and Logo Goods – Sylvia Diaz, Hermosa Beach FD & Cathy Beach, Atascadero City FD  
Cathy reported that she spoke with John Malmquist and the motto for Cal Chiefs will be "Speaking with one Voice." Sylvia Diaz reported that she is currently working on the brochure and will have a draft for preview at the September meeting.
3. New Logo T-shirts – President Rosa Hernandez, OES  
Rosa showed new AFSS T-shirt and stated that they are currently available from the Northern Division for \$30. The Southern Division will also have the shirts available through the Ways and Means Committee. The committee will research the purchase and color of the shirts.
4. Cathy Beach, Atascadero City FD, informed the members that she will be stepping down as first vice president as she will be moving to Quincy and pursuing a life-long dream.
5. Nominations – Mary Hollan, Ventura County FPD  
Mary informed the membership that several nominations were received and two nominees accepted:
  - Brenda Best self-nominated as Corresponding Secretary and is the only nomination for that position. There were no further nominations from the floor. Motion by Ronda Guillaume,

Cathedral City FD, second by Judy Blumburg, Palm Springs FD. Vote: All ayes. Brenda Best, OCFA, confirmed as Corresponding Secretary.

- Nancy Haglund accepted a nomination for 2<sup>nd</sup> Vice President; she was the only nominee that accepted. There were no nominations from the floor. Motion by Whitney Haas, Paso Robles, second by Deanne Berry, Big Bear City FD. Vote: All ayes. Nancy Haglund, Arroyo Grande FD, confirmed as 2<sup>nd</sup> Vice President.

President Rosa Hernandez explained that, per our by laws, as of July 1, with the resignation of Cathy Beach, Mary Hollan will move up to 1<sup>st</sup> Vice President, Nancy Haglund will move to 2<sup>nd</sup> Vice President, and Brenda Best will step in as Corresponding Secretary. The vacancy for 2<sup>nd</sup> Vice President will be open in November. At that time the President may appoint an interim to fulfill the term of that position.

#### **I. NEW BUSINESS:**

1. Joint North and South Executive Board Meeting – Cathy Beach, Atascadero City FD  
Cathy stated that both the Northern and Southern Divisions established the following five goals for AFSS:
  - a. Improve active member participation.
  - b. Membership retention--the objectives are to keep members active, develop a marketing plan, and assign members to a committee.
  - c. Improved communications--the objectives are to utilize effective communication tools, such as posting information on the website. Work is currently being done so that the message board will be available on the website for discussions.
  - d. Create guidelines for the One Voice responsibility. To be produced by both current Presidents at the Workshop.
  - e. Increase training opportunities for members.
2. President Rosa Hernandez distributed Certificates of Appreciation to Linda de Clercq, Jennifer Rogers, Lynn Pearson, Carol Tousignant, Michelle Pearson, Whitney Haas, Cathy Beach, and Nancy Haglund for hosting a fabulous June Quarterly Meeting.

#### **J. INFORMATION EXCHANGE:**

1. Lynn Pearson, Grover Beach FD, stated that she will be working on a fees reimbursement study for EMS and asked members to email her information on department process.
2. Chief Armentrout, Murrieta FD, stated that the fan out information is an excellent resource and encouraged all members to take the time to respond if able.
3. Whitney Haas, Paso Robles Emergency Services, stated that the department moved into a new \$13 million station and reinstated a

Battalion Chief position after being vacant for three years. Whitney thanked those members who responded to her fan-out request for a department annual report.

4. Darci Bodin, OCFA, stated that the headquarters facility is under construction and a new station in Ladera Ranch #58, will soon be built.
5. Ronda Guillaume, Cathedral City FD, stated that the city has adopted a sister city in Mexico and facilitated funds through public assistance in purchasing a fire engine for the sister city. Offered information to members on sending equipment over the border.
6. Barbara Altizer, South Pasadena FD, thanked the members for condolence cards at the time of her mother's passing. South Pasadena was also able to donate an engine to their sister city. South Pasadena's budget did not change.
7. Jennifer Rogers, San Luis Obispo County/CDF, said they are remodeling stations, with the San Luis Obispo airport station being demolished. Headquarters station will begin construction in September.
8. Mary Hollan, Ventura County FPD, reminded members that the Workshop Scholarship flyer is available and AFSS is financially able to send two members who have not previously attended a workshop.
9. Cathy Beach, Atascadero City FD, visited the firefighter memorial in Sacramento and was able to etch the name of an Atascadero Fire Captain whose name was placed on the memorial wall.
10. Carol Tousignant, Morro Bay FD, thanked all members for their attendance.
11. Sylvia Diaz, Hermosa Beach FD, stated that the fire station remodel is on hold. Sylvia will be hosting the September Quarterly meeting.
12. Rosa Hernandez, OES, stated that her office is very busy dealing with the war and terrorist possibilities. She also stated that she has become educated on the Exotic Newcastle Disease. Farmers in the county are purchasing fertilizer that may be contaminated. Rosa will be hosting the December Quarterly meeting.

**K. ADJOURNMENT:**

No further business was to be brought before the attendees. The meeting adjourned at 1500 hours.

*Sylvia Diaz*

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Sylvia Diaz, Recording Secretary

## June 2003 Meeting Attendees

|                  |                                |                    |                                      |
|------------------|--------------------------------|--------------------|--------------------------------------|
| Alyn, Kim        | Perfect Presentations          | Hollan, Mary       | Ventura County FPD                   |
| Altizer, Barbara | South Pasadena FD              | Iwatsaki, Jeanette | Guest of Jennifer Rogers             |
| Armentrout, Phil | Chief, Murrieta FD             | Johnson, Ken       | Chief, Paso Robles                   |
| Beach, Cathy     | Atascadero City FD             |                    | Emergency Services                   |
| Berliner, Es     | SLO County/CDF                 | Johnson, Ray       | Atascadero FD, Chaplain              |
| Berry, Deanne    | Big Bear City FD               | Jones, Jeff        | Chief, Morro Bay FD                  |
| Best, Brenda     | Orange County FA               | Kramer, Doug       | L.N. Curtis & Sons                   |
| Blumburg, Judy   | Palm Springs FD                | Mathe, David       | Arroyo Grande FD                     |
| Bodin, Darci     | Orange County FA               | McIlwain, Sue      | Big Bear Lake FD                     |
| Brock, Robin     | Rancho Cucamonga FD            | Mendoza, Kathy     | Guest                                |
| Criswell, Jack   | Chief, Grover Beach FD         | Pearson, Lynn      | Grover Beach FD                      |
| de Clercq, Linda | Cambria FD                     | Pearson, Michelle  | CDF/Pismo Beach FD                   |
| Diaz, Sylvia     | Hermosa Beach FD               | Putney, Bob        | Chief, Cambria FD                    |
| Fibich, Terry    | Chief, Arroyo Grande FD        | Regalado, Roseann  | Ventura County FD                    |
| Ginn, Alice      | Ventura County FD              | Rogers, Jennifer   | SLO County/CDF                       |
| Guillaume, Ronda | Cathedral City FD              | Smokey The Bear    | SLO County/CDF                       |
| Haas, Whitney    | Paso Robles Emergency Services | Stone, Kurt        | Chief, Atascadero City FD            |
|                  |                                | Tosch, Debra       | Nat'l Disaster Search Dog Foundation |
| Haglund, Nancy   | Arroyo Grande FD               | Toney, Becky       | San Bernardino County FD             |
| Hernandez, Rosa  | OES, Imperial County           | Tousignant, Carol  | Morro Bay FD                         |
|                  |                                | Turner, Dan        | Chief, SLO County/CDF                |
|                  |                                | Weckbacher, Ron    | Nat'l Disaster Search Dog Foundation |