



ADMINISTRATIVE FIRE SERVICES SECTION • SOUTHERN DIVISION

Quarterly Meeting Minutes February 7, 2012



AFSS Quarterly Meeting Minutes February 7, 2012 Hosted by Palm Springs Fire Department

A. **Call to Order and Introductions:**

- President Valerie Nellis called the meeting to order at 9:05 a.m.
- Judy Blumberg, Palm Springs Fire Department, led the flag salute.
- Janet Mott, Palm Springs Fire Department, provided the inspiration with a poem “Believe in Yourself”.
- Fire Chief Scott Ventura, Palm Springs Fire Department, welcomed everyone to the meeting.
- The attendees gave self-introductions. No new members were present.

B. **President’s Report:**

President Nellis reported that she and Sylvia Moreno divided the toys received at the December meeting and took them to two different burn centers. They received heartfelt thanks to AFSS for the donations.

The Phil Armentrout scholarship was a resounding success! With the money raised, we are able to send three (3) AFSS members to the annual conference. The scholarships were granted to Ruth Slusher, Corrine Flores and Lisa LeCates.

As this was her last meeting as President, Valerie thanked the membership for their support and emphasized that each member’s participation matters!

C. **Consent Calendar:**

Members reviewed the Minutes of the December 13, 2011 meeting and Treasurer’s Report.

Motion: Becky Timmers (North County Fire) moved to approve the Consent Calendar. Barbara Altizer (South Pasadena Fire - retired) seconded the motion. Vote: Unanimous.

D. **Section Chief’s Report:**

Chief Antonucci updated the members on legislative issues that could affect the fire service.

E. **Correspondence Report:**

Corresponding Secretary Varnes reported that she will send a fan out to all members attending the conference to see if they were interested in carpooling or if they were looking for a room mate.

F. Educational Program:

Anjila Lebsack, Emergency Services Coordinator, CEM – Palm Springs Fire, presented an “ICS 200 Overview: Understanding Your Agency’s Emergency Operations”. In addition she provided a link for members to take an online training that would result in a certificate of completion for the course and allow members to meet the requirements for a task in both PRP Levels I and II.

Recording Secretary Christine Flores gave an overview of PRP. She suggested members print out both Level I and Level II and go through their AFSS training certificates. Many of the requirements for both levels have been met through the trainings received at quarterly meetings and the annual conferences. She also urged members to let the Board know if there are classes needed to complete their task books so they could help facilitate getting members the training they need.

G. Committee Reports:

Bylaws Committee – Barbara Altizer (South Pasadena-Retired)

The committee had nothing to report at this time.

Communications Committee – Robin Brock (Rancho Cucamonga)

Website: The Committee would like to focus on improving the website, but this would necessitate budget considerations and coordination with the North. Until that change can take place, we should take advantage of the existing features of the website such as the Calendar, and encourage members to refer to it for activities and deadlines that occur throughout the year such as Membership renewal nominations for E-Board or Member of the Year, Charitable Contribution requests, and Fire Circle article submissions, etc. The Board decided that effective March 2012 when the new Board is installed, input of calendar deadlines would be the responsibility of the Corresponding Secretary. President Nellis will notify 2nd Vice President McCormack to update the job responsibilities for Corresponding Secretary in the SOGs to reflect this change.

Note: At January’s Eboard meeting the Board approved moving ahead with developing our own site and Chief Antonucci has offered to assist.

Fire Circle: Robin’s goal is to complete the four editions of the Fire Circle for 2012. Robin reported that she plans to end her role as Coordinator at the end of 2012, and announced her retirement date is March 22, 2013.

Conference Committee – Darilyn O’Dell (San Miguel)

The committee had nothing to report at this time.

Education Committee – Coordinator Position Open

The committee had nothing to report at this time.

Historical Committee – Coordinator Position Open

The committee had nothing to report at this time.

Membership Committee – Liz Dibb (San Miguel)

The committee had nothing to report at this time. 1st Vice President McCoy requested the Directory be posted now, and in the future by December. Additions will be appended as they are received.

Ways & Means Committee – Sylvia Moreno (Hermosa Beach)

Sylvia reported the Emergency Kits were a huge hit. She purchased additional kits to be sold at the conference in March. Sylvia will have sample shirts for the Board to review and approve at the next meeting.

H. Upcoming Committee Coordinator Vacancies:

The Education and Historical Committees currently have no Coordinator or members. 1st Vice President McCoy emphasized the need for membership participation with regard to committees. She presented a list of necessary tasks for each committee and discussed the option of breaking up the committee tasks and asking members to volunteer to take on a task of a committee versus committing to the coordinator or full-time committee membership.

We are all extremely busy, and have more responsibilities than ever. However, the Executive Board cannot realistically take on all the tasks of the Committees; the question to our members is “What do you want to get out of AFSS, and what are you willing to contribute to achieve that goal?”

I. Old Business:

President Nellis reminded members that the annual conference is fast approaching. It will be in Monterey, March 11 -14, 2012. There are still hotel rooms available at Embassy Suites, the conference location.

J. New Business:

AdHoc Committee Reports – Legislative/MRD/PRP

President Nellis solicited interest in the three AdHoc Committees. Becky Timmers (North County Fire) and President Nellis both expressed interest in working with the Northern Division on the PRP Committee. The goal of this committee is to update and refresh the tasks necessary to achieve Level I and Level II certifications. They welcome ideas and input from the membership. The MRD and Legislative AdHoc Committees still need volunteers.

Charitable Contributions

Treasurer O'Dell reported that she received two requests for the quarterly charitable contribution. The \$200 charitable contribution will be given to the Wounded Warrior Project. The Wounded Warrior Project was nominated by Michael Liongson from Beverly Hills Fire Department.

K. 2012 Cal Chiefs Strategic Plan Meeting and AFSS Strategic Goals

President Nellis discussed the Strategic Planning session that she and 1st Vice President McCoy attended in January. The Full Board of the California Fire Chiefs Association met for their Annual Planning Workshop to prepare and plan for the upcoming year.

Cal Chiefs President, Demetrious Shaffer lead the group in an exercise to cast a new vision, mission, and core values for CalChiefs.

The collaborative process, that also involved partner agencies including: SFM, State Fire Training, CalEMA, and others led to the new guiding statements:

CalChiefs Vision:

Be the Voice of the California Fire Service.

CalChiefs Mission:

To strengthen and advocate for the California Fire Service through leadership, unity, and collaboration.

CalChiefs Values:

- Integrity
- Professionalism
- Credibility
- Innovation
- Competency

L. December Quarterly Meeting

The December meeting will be hosted by Palm Springs Fire and they requested moving the meeting date so members can enjoy the annual parade of lights occurring on December 1, 2012. After discussion by the members present at the meeting:

Motion: Becky Timmers (North County Fire) moved to move the December 11, 2012 meeting to November 30, 2012. Gloria Connors (Chino Valley IPD) seconded the motion. Vote: Unanimous.

M. Round Table Discussion

Barbara Altizer, South Pasadena FD, Retired – Barbara suggested that AFSS should make sure to get updated information on members who retire.

Judy Blumberg, Palm Springs FD – Their Fire Chief retired but is remaining under contract until December 2012. They will be hiring a new Chief and expect that between retirements and promotions this year will see a lot of changes in their Department. Judy herself will be retiring in December!

N. Adjournment

With no additional business to be brought forward, the meeting was adjourned at 2:00 p.m.

Christine Flores

Christine Flores
Executive Board, Recording Secretary

February 7, 2012 Quarterly Meeting

Members in Attendance

<u>Attendee</u>	<u>Agency</u>
Barbara Altizer	South Pasadena FD - Retired
Joyce Becker	Ontario FD
Judy Blumberg	Palm Springs FPD
Gloria Connors	Chino Valley IFD
Kathy Danskin	OCFA - Retired
Liz Dibb	San Miguel FPD
Christine Flores*	Rancho Cucamonga FPD
Maria Gonzales	Ontario FD
Cathee Harris	OCFA FD
Michael Liongson	Beverly Hills FD
Sandy Magallanez	Chino Valley IFD
Debbie Matthews	Riverside County FD
Naomi McCormack*	Cal Fire
Karen McCoy*	Riverside City FD
Patricia Miller	Upland FD
Gina Molina	Rancho Cucamonga FPD
Valerie Nellis*	Heartland Communications
Darilyn O'Dell*	San Miguel FPD
Renae Rasmussen	North County FD
Ruth Slusher	Santa Fe Springs FD
Becky Timmers	North County FPD
Carol Tousignant	Morro Bay FD – Retired
Vicki Varnes*	Chino Valley IFD
Janet Vines-Mott	Palm Springs FD

*Denotes Executive Board Members