



ADMINISTRATIVE FIRE SERVICES SECTION

CALIFORNIA FIRE CHIEFS ASSOCIATION SOUTHERN DIVISION

AFSS QUARTERLY MEETING MINUTES

MARCH 8, 2005

HOSTED BY: RANCHO CUCAMONGA FIRE PROTECTION DISTRICT

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

- President Nancy Haglund called the meeting to order at 0905 hours.
- Robin Brock, Rancho Cucamonga FPD, led the flag salute.
- Christine Flores, Rancho Cucamonga FPD, provided the inspiration entitled "True Sportsmanship" which is the story of the 1964 Bob Sled Winter Olympic Games.
- Peter M. Bryan, Fire Chief, Rancho Cucamonga FPD, welcomed everyone to the meeting.
- Self-introductions were given.

B. **APPROVAL OF MINUTES:**

The December 2004 Quarterly Meeting minutes were reviewed.

Recording Secretary Diaz noted the following corrections:

Page 1, Item C-spelling of **See's** Candy-correction to be made.

Page 3, Item G-rewording of Charter Members and Charter & 15-year Active Members.

Page 4, Item H-Addition of Darilyn O'Dell.

Page 6, Item J #3, Website access-changes have been **made** to the site.....

Page 7, Item K #5, addition of Judy Bremer's roundtable item.

Page 8, Meeting Attendees, addition of Mary Ann Marcello and correct spelling of **Roberta** Mirzayans.

MOTION: Paris Nace, Orange County Fire Authority moved, Barbara Altizer, South Pasadena-Life Member, seconded. Vote: All ayes. The December 2004 meeting minutes approved with noted changes.

C. **APPROVAL OF TREASURER'S REPORT:**

Treasurer Carol Tousignant reported that the Net Worth Report reflects transactions from July 1, 2004-February 28, 2005 with a balance of \$17,611.11. The December meeting's profit was \$512.61. The 50/50 drawing raised \$112.00 toward the Workshop Scholarship Fund, and \$33.00 was made by the Ways and Means sales.

MOTION: Carrie Joyce, Laguna Beach FD, moved Barbara Council, Pasadena FD-Life Member seconded. Vote: All ayes. The Treasurer's Report was approved as submitted.

D. SECTION CHIEF REPORT:

President Haglund reported that Chief Armentrout, Murrieta FD resigned as Section Chief for the Southern Division so that he may focus on his responsibilities as Chief. President Haglund stated that she has spoken with Chief Bob Putney, Cambria FD who is interested in serving as the Southern Division Section Chief. The proposal has been sent to the CAL Chiefs president for approval.

E. CORRESPONDENCE REPORT:

Brenda Best, OCFA, reported the following:

Incoming correspondence:

1. Thank you from Luann Hopkins, Apple Valley FD, for the plant and condolences for Linda A'Lurede.
2. Thank you from Diane Sullenger, La Habra FD for charitable contribution to Ryan Geib, son of Captain Dirk Geib.
3. Resignation letter from Chief Phil Armentrout, Murrieta FD.

Outgoing correspondence:

1. Condolence card to Chief Bob Putney, Cambria FD for passing of his father.
2. Congratulations on retirement to Lenora Viveros, Ventury City FD.
3. Condolence card to Irma Gullickson, Fullerton FD, for passing of her mother.
4. Get well card and condolence card to Mickey Rinder, El Segundo FD, for illness and subsequent passing of her husband.
5. Get well card to Cathy Thomas, Ontario FD, for husband's brain surgery.
6. Condolence card to Luanne Hopkins, Apple Valley FD, for passing of Linda A'Lurede.
7. Get well card to Mary Scott for illness.

F. COMMITTEE REPORTS:

1. **BYLAWS COMMITTEE**

Reported by: Ronda Guillaume, Cathedral City FD

1st VP Guillaume reported that Barbara Altizer worked with the northern division to amend the Bylaws, which were approved by the membership at the December meeting. The Bylaws will be signed by both division presidents at the joint Eboard meeting in Lake Tahoe.

2. **COMMUNICATIONS COMMITTEE**

Reported by: Ronda Guillaume, Cathedral City FD

1st VP Guillaume reported that the website has all AFSS information posted and the changes make it easier to read. She thanked Darilyn O'Dell for her continued great work on the website and on the Fire Circle.

3. **WORKSHOP COMMITTEE**
Reported by: Ronda Guillaume, Cathedral City FD
Darilyn O'Dell reported that there were approximately 30 members registered for the 2005 Workshop and reminded all to register.
4. **EDUCATION COMMITTEE**
Reported by: Ronda Guillaume, Cathedral City FD
Ronda thanked Christine Flores and Robin Brock, Rancho Cucamonga FPD, and Loren Stephen Porter, North County FPD for their work on the committee.
5. **HISTORICAL COMMITTEE**
Reported by: Joyce Becker, Ontario FD
Joyce reported that the committee is in the process of collecting AFSS documents and archiving information electronically. The committee continues to research the possibility of putting digital pictures online. Both the southern and northern division Historical Committees are working together to share ideas. The northern division will be taking individual photos of each 2005 Workshop attendee.
6. **MEMBERSHIP COMMITTEE**
Reported by: Terrie Villalpando, Corona FD
Terrie reported that membership drive preparations will begin in April. The new brochure will be included in the membership drive letters.
7. **WAYS & MEANS COMMITTEE**
Reported by: Sylvia Diaz, Hermosa Beach FD
Sylvia reported that items are for sale at today's meeting and the committee welcomes any volunteers to help with the committee and the sale of items at the quarterly meetings.

Break 0935-0950 hours

G. EDUCATIONAL PROGRAM

Chief Peter M. Bryan, Rancho Cucamonga FPD presented "How to Train Your Supervisor to Use You More Effectively."

President Haglund presented Robin Brock and Christine Flores, Rancho Cucamonga FPD, with certificates of appreciation for hosting the March 2005 Quarterly Meeting.

Lunch/Opportunity Drawing 1130-1250 hours

H. OLD BUSINESS

1. Discussion of Quarterly Meeting Locations Ad Hoc Committee
Deanne Berry, Big Bear City FD reported that the Ad Hoc Committee was formed to research quarterly meeting locations and attendance. The committee will be gathering statistics and will meet to develop a proposal to submit to the membership.

I. NEW BUSINESS:

1. Quarterly Charitable Contribution – President Nancy Haglund, Arroyo Grande FD

The following requests were received:

- Mary Hollan, Ventura County FPD for donation to the “Ventura Storms Relief Fund.”
- Linda DeClerq, Cambria FD for donation to the Capt. Greg Otto Fund, San Luis Obispo FD, diagnosed with advanced stage of pancreatic cancer.
- Viv Dilts, San Luis Obispo, for donation to the Capt. Greg Otto Fund.

The current Charitable Contribution will be given to the Capt. Greg Otto fund.

- Irma Gullickson, Fullerton FD, made an additional request for a contribution to Senior Clerk Typist Julia Bennett, LA City FD, who was killed in the recent Glendale train wreck.

Barbara Altizer, South Pasadena FD-Life Member suggested a donation to her family or to the LA City FD Relief Fund.

MOTION: Carrie Joyce, Laguna Beach FD, moved Robin Brock, Rancho Cucamonga FPD, seconded. Vote: all Ayes. A \$100 donation will be made to the family of Julia Bennett. President Haglund will send the check along with a letter to Chief Bamattre requesting he forward the check to the family. Faye Matsuoka, LA City FD, and an AFSS member, will also receive a copy of the letter.

2. Workshop Scholarship Recipient – Ronda Guillaume

Four members applied for the 2005 Workshop Scholarship. Christine Flores, Rancho Cucamonga FPD is the 2005 Workshop Recipient. Christine is invited to attend the April 18 Eboard meeting as she is on the Education Committee. All committee chairs are invited to this same meeting.

Sherre Nissley, CDF/Moreno Valley FD, is a past recipient of the Workshop Scholarship and will be using it for the 2005 Workshop.

3. CFCA Update – Ronda Guillaume

President Haglund and 1st VP Guillaume attended the 2005 CAL Chiefs Workshop in Dixon.

The following are items discussed:

- A new section of Cal Chiefs has been established. Operations Section is looking for member agencies to participate.
- PERS issue:
Two measures were presented to the Governor that would redefine our retirement systems as we know them. These measures would require new PERS employees to participate in a defined contribution system rather than the benefit systems

currently in place. The definition of “new” would include employees promoting or moving laterally to other agencies.

- The CFCA task force is being led by Chief Warren.
- The task force is obligated to prepare a Position Paper that would not be exclusive to fire employees.
- It is the consensus of the task force that all PERS employees should be represented in the Position Paper and future discussions between CFCA and the Governor
- Communications:
 - The renewed task force consists primarily of members from the 2004 task force.
 - This group has established new procedures and protocol for the CFCA website (and it’s sections) and should be commended on their accomplishments. We’ve all seen the results and they are spectacular.
- EMS:
 - There is concern about talk coming out of Sacramento regarding dissolution of the State EMS Agency, as well as redefining EMT protocol.
 - The task force will work with the legislative section to monitor this issue and provide feedback for the CFCA E-board in the event action needs to be taken.
- CFCA Conference:
 - This year’s conference will be in Riverside and hosted by the City of Riverside FD September 26-29. Registration/room information to be posted on the website.

4. Budget Requests for FY 2005/06 – Carol Tousignant

The new fiscal budget will begin July 1, 2005. Carol asked that committee chairs submit requests to her by April 1.

K. ROUND TABLE DISCUSSION:

1. Marie Brandt, Ontario FD-will be recruiting for Firefighter March 21 & 22 at Station 3. Department has a new Fire Chief and new Deputy Chiefs due to Chief Bowman’s retirement in December.
2. Ruth Slusher, Santa Fe Springs FD-department started the 48/96 work schedule on February 18, 2005.
3. Kathy Danskin, OCFA-commented that one of the benefits of being an AFSS member is getting information quickly from fellow members.
4. Carrie Joyce, Laguna Beach FD-Fire Chief Retiring April 30. Carrie will have her fifth chief in 13 years. New fire chief, Mike Macey promoted from within. Many promotions will occur due to promotions and retirements.
5. Barbara Counsil, Pasadena FD-department has not had a Chief since July 2004; Battalion Chiefs rotate into the Chief position. A Battalion Chief retired after 32 years. There are five new hires with less than three months time of service.
6. Beth Stogner, Arcadia FD-hired three new Firefighters and three new Battalion Chiefs. There is currently a vacancy for Engineer; Firefighter recruitment ongoing; three Firefighters recently completed paramedic school at PTI. The department hired first female Firefighter last year. A new fee schedule was recently adopted Firefighter negotiations beginning with the City.
7. Ali Wulfekuhl, Culver City FD-many turnovers due to retirement. Four new firefighters hired within a month and there is a possibility of hiring four or five more by the end of the year.

8. Roberta Mizaryans, Burbank FD-five new recruitments. Interim Fire Chief is Rick Maylen. The department has been very busy with fires. Roberta responded with the Fire Chief on a fire call. The department worked with Glendale FD on the recent train wreck.
9. Terrie Villalpando, Corona FD-department moving into a new city hall soon.
10. Becky Toney, San Bernardino County FD-took over the City of Hesperia fire services and were able to keep all of the Hesperia employees.
11. Kathy Ford-Brodersen-North County FD-FF/PM recruitment open until March 25.
12. Becky Timmers-North County FD-LAFCO has begun research in consolidating all of the county departments.
13. Robin Brock Rancho Cucamonga FPD-asked the membership committee to create a membership list by name and also requested a replacement binder. Robin asked members to send her information regarding releasing fire incident information. She also requested information on archiving for record retention. Robin suggested that a template letter of request be given to the meeting host agency so they may get opportunity drawing gifts from businesses. President Haglund suggested placing this in the Guidelines for the host agency. Robin suggested creating a list of all information that agencies have to offer on the website for quick reference. Darilyn O'Dell will research the website possibility.
14. Deanne Berry, Big Bear City FD-the department lost its first FF/Engineer due to heart failure. There is currently a vacancy for Engineer, which will be filled in June. The fire merger with Big Bear Lake fell through in January 2005. The ambulance service will be incorporated into Big Bear City FD.
15. Christine Flores, Rancho Cucamonga FPD-completed recruitment; hired 8 new firefighters. Academy will begin April 30; Recruitment for Battalion Chief open until April. The job announcement includes Fire Marshal and shift Battalion Chief duties. An Engine company was recently involved in a traffic collision. Christine received 25 agencies' fee schedules from her fan out request; she will share information with anyone interested.
16. Yvette Becker, Ontario FD-Chief Tim Murphy retiring in June. A Firefighter and Secretary position may open soon. A Tax Measure increase is on the March 8th election ballot.
17. Peggy Palmer, Pasadena FD-council approved one Deputy Bureau Chief and will request second one in current budget process. Will interviewing for 13 firefighter positions. The department will complete its five year Strategic Plan
18. Barbara Counsil-Pasadena FD-volunteered RPEA, part of PERS, sending letters to the Governor asking not to interfere with CAL PERS.
19. Mary Ann Marcello, North County FPD-cleaning up from floods, and had one water rescue. New mapping system complete. New Fire Prevention Specialist starting in two to three months.
20. Loren Stephen Porter, North County FPD-department looking into volunteer consolidation through LAFCO. Working on Strategic Plan, possibly completed by June. New Weed Abatement program being implemented.
21. Chris Duker, OCFA-Pat Hall retired from OCFA and is now living in Ohio. OCFA will host its grand opening/open house on March 12, 2005.
22. Paris Nace, OCFA-Open house from 12noon-4pm with many demonstrations, fun & food, and will be open to the general public.

23. Colleen O'Keefe, West Covina FD-recently began ambulance service and is using Whittman Enterprises for ambulance billing. The department has lost 14 personnel in the last year due to retirement. There are several hires to be done, but many positions that will not be filled. A Fire Prevention Specialist recently hired and a part-time inspector went to South Pasadena FD.
24. Sandy Magallanez, Chino Valley FPD-hired three new Fire Inspectors and one waiting to be hire; hired one Firefighter/Paramedic and one Auxiliary. Researching the possibility of a new headquarters building. Fire Capt Roger Palacios responded to a fire call and was accidentally shot in the leg; his is doing fine. Mary Scott is experiencing Optical Neuritis.
25. Carol Tousignant-Morro Bay FD-had one Firefighter position open, but all open positions eliminated by Council. Possibly getting new apparatus bay as previous one damaged by earthquake.
26. Ronda Guillaume, Cathedral City FD-city bonded resort hotel will break ground in the next month. Indian tribe sponsoring six-story condominium complex. Funding for new tiller truck, 15 new employees and a new station is possible. Received phone call from an attorney reporting that a resident left \$400,000 to the EMS section of the fire department. A tree and a plaque will be displayed in this resident's honor. Division Chief position open until the end of March. Ronda thanked Kathy Ford-Broderson and Becky Timmers, North County FPD for volunteering to serve on the new Eboard. She also thanked Treasurer Carol Tousignant and President Nancy Haglund for their work on the Eboard.
27. Nancy Haglund, Arroyo Grande FD-This is her last quarterly meeting, but she will still hold the Eboard meeting on April 18. Nancy passed the gavel to incoming President Ronda Guillaume.
28. Sylvia Diaz, Hermosa Beach FD-a Firefighter/Paramedic left for OCFA, but has since returned to Hermosa FD.

Kathy Danskin, OCFA, thanked Nancy Haglund, for her tenure as President of the Southern Division.

L. ADJOURNMENT:

No further business was to be brought before the attendees. The meeting adjourned at 1410 hours.

Sylvia Diaz

Sylvia Diaz, Executive Board
Recording Secretary

MARCH 2005 MEETING ATTENDEES

Altizer, Barbara	South Pasadena FD – Life Member	Lidster, Amy	San Miguel Consolidated FD
Becker, Joyce	Ontario FD	Magallanez, Sandy	Chino Valley FPD
Berry, Deanne	Big Bear City FD	Marcello, Mary Ann	North County FPD
Becker, Joyce	Ontario FD	Mirzayans, Roberta	Burbank FD
Becker, Yvette	Monterey Park FD		
Best, Brenda	OCFA	Nace, Paris	OCFA
Brandt, Marie	Ontario FD	O'Dell, Darilyn	San Miguel Consolidated FD
Brock, Robin	Rancho Cucamonga FPD	O'Keefe, Colleen	West Covina FD
Brosnan, Fran	Ontario FD	Robbins, Diane	North County FPD
Bryan, Peter M.	Rancho Cucamonga FPD	Slusher, Ruth	Santa Fe Springs FD
		Soldan, Martha	OCFA
Connors, Gloria	Chino Valley Independent FPD	Stephen-Porter, Loren	North County FPD
Counsil, Barbara	Pasadena FD	Serven, Joanne	Murrieta FD
Danskin, Kathy	OCFA	Stogner, Beth	Arcadia FD
Diaz, Sylvia	Hermosa Beach FD	Thomas, Cathy	Ontario FD
Duker, Christine	OCFA	Timmers, Becky	North County FPD
Dunne, Marta	Corona FD	Toney, Becky	San Bernardino County FD
Flores, Christine	Rancho Cucamonga FPD	Tousignant, Carol	Morro Bay FD
Ford-Brodersen, Kathy	North County FPD	Villalpando, Terrie	Corona FD
Galvan-Palmer, Peggy	Pasadena FD	Wulfekuhl, Ali	Culver City FD
Guillaume, Ronda	Cathedral City FD		
Haglund, Nancy	Arroyo Grande FD		
Kendrena, Donna	City of Rancho Cucamonga		