



ADMINISTRATIVE FIRE SERVICES SECTION • SOUTHERN DIVISION

Joint Executive Meeting Minutes November 6, 2009

AFSS Joint Executive Board Meeting *November 6, 2009* *Rancho Cucamonga, California* *11:30 a.m.*

Southern Board Members Present

Christine Flores – President
Valerie Nellis – 2nd Vice President
Renae Rasmussen – Treasurer
Karen McCoy – Corresponding Secretary
Darilyn O'Dell – Recording Secretary
Chief Michael Antonucci – Liaison Chief

Northern Board Members Present

Joyce Engler – President
Bev Fuchs – 1st Vice President
Tammy Barnett – 2nd Vice President
Jodi Martin – Treasurer
Sandy Sanders – Corresponding Secretary
Debbie Miller – Recording Secretary

Members Absent

Becky Timmers – 1st Vice President (South)
Chief Dan Haverty - Liaison Chief (North)

1. **Call to Order/Welcome:** President Christine Flores called the meeting to order at 11:55 a.m.
2. **Self Introductions:** All present introduced themselves and the positions they hold within AFSS.
3. **Northern/Southern Committee Coordinator Reports:**

Bylaws

North – The coordinator position is vacant.

South – The Committee has been working on updating the Standard Operating Guidelines.

Budget

North – The budget coordinator will be stepping down in April as she moves into the 2nd Vice President position. The Treasurer will take over the responsibilities until the position is filled.

South – The Southern Division does not have a Budget Committee

Communications

North – There was nothing to report at this time.

South – The Committee's focus continues to be the Fire Circle and the AFSS Website.

Conference

North – Nothing to report, the Southern Division is hosting the next conference.

South – This item was discussed under #10.

Education and Training

North – The coordinator for the Education and Training Committee will be stepping down after December.

South – The Committee is continually searching for new topics and instructors to add to its library. They are assisting host agencies to help plan for their quarterly meeting.

Historical

North – One of the Co-coordinator's of the Historical Committee retired last year; the other is stepping down in December due to budget reasons.

South – Pictures were taken at the September quarterly meeting held in Hermosa Beach and uploaded to Snapfish. New members' emails were added to the Snapfish contacts.

Legislative Taskforce

North – Crystal Smyth is representing the Northern Division and is very active in attending meetings and reporting back to the Executive Board.

South – The Southern Division recently selected Ronda Guillaume (Cathedral City) to be the representative on the Legislative Taskforce; Lisa LeCates (El Segundo) was selected as her alternate.

Meeting Host

North – The meetings have been coordinated through 2010.

South – The Southern Division does not have a Meeting Host Committee.

Membership

North – There was nothing to report at this time.

South – To date we have 107 members; of those, 7 are new members.

Sunshine

North – Everything is going well with this committee.

South – The Southern Division does not have a Sunshine Committee.

Ways and Means

North – The Northern Division is reactivating their Ways and Means Committee.

South – The Committee has kicked off our annual See's Candy Fundraiser.

5. **Bylaws Addendum:** The clean up language needs to be added to the final process of adopting the Bylaws; the revised document needs to be fanned out and voted on by the Executive Boards. The Bylaws do not need to be reapproved by the general membership.
6. **SOGs for Comparison:** President Engler reported that she is working on revising the Standard Operating Guidelines for the Northern Division. Valerie Nellis will forward her a copy of the newly revised Southern Division Standard Operating Guidelines.
7. **Section Chief Reports:**
 - A. Chief Antonucci reported on several issues: 1) The Cal Chiefs Strategic Planning will be held in Riverside at the Convention Center January 20 – 22, 2010; 2) Fire Service White Paper; 3) Cal Chiefs continues to work on many fronts with regard to legislative issues.
 - B. Chief Haverty was not present.
8. **Recap of AFSS Booth at the Cal Chiefs Conference:** President Flores reported that the table drape that was purchased with the AFSS wording and logo looked very professional. No one entered the drawing for the free membership. The South will donate an 18-month membership to a member who was unable to renew this year due to budget cuts. After discussion, it was agreed that AFSS will host a booth at the 2010 Cal Chiefs Conference.
9. **Strategic Plan Ideas/Brainstorming:** This year the Section will be presenting a written report to Cal Chiefs. Various topics for inclusion were discussed along with different formats. This report is intended to be a marketing tool to include goals and objectives from the prior year. Other topics discussed were creating a database of specialized knowledge, skills and experience and training topics that we would like to see at future quarterly meetings. The Southern Division will generate a survey to determine what topics of education they would like to receive and which knowledge, skills and experience members have. This survey has a due date of March 1, 2010.
10. **2010 Conference:** Darilyn O'Dell, 2010 Conference Committee Coordinator, asked if the Joint Executive Board would consider postponing the 2010 conference to 2011. A survey was conducted with both Northern and Southern division members. The results of that survey showed a very low turnout for the conference. Shawn Crawford, Northern Division Conference Coordinator, is in agreement with the decision to postpone. The hotel will allow moving the dates to 2011 without any fiscal impact. Upon a motion by Jodi Martin, seconded by Valerie Nellis, and unanimously carried, the 2010 AFSS Conference is being postponed to 2011.

11. **Good of the Order/Round Table:** Nothing additional was brought before the group.
12. **Adjournment:** With no further business to be brought forward, the meeting was adjourned at 2:08 p.m.

Darilyn O'Dell

Darilyn O'Dell
Southern Division Executive Board
Recording Secretary