



**California Fire Chiefs Association**  
**ADMINISTRATIVE FIRE SERVICES SECTION**  
**NORTHERN DIVISION**

**Minutes**  
**General Membership Meeting**  
**December 7, 2007**

**LOCATION:** Sacramento Metropolitan Fire Department  
2101 Hurley Way  
Sacramento, CA

**HOSTED BY:** Susan Tuvell and Lara Kelley

**ATTENDANCE:**

|                     |                    |
|---------------------|--------------------|
| Abraham, Carol      | Barfoot, Susan     |
| Barnett, Tammy      | Beno, Darlene      |
| Benson, Linda       | Beville, Susan     |
| Cleary, Sharyn      | Crawford, Shawn    |
| Delgado, Carmen     | Engler, Joyce      |
| Fuchs, Beverly      | Gigliotti, Lorenzo |
| Glick, Kathy,       | Holmstrom, Shari   |
| Hoover, Linda       | Kelley, Lara       |
| Kellogg, Patti      | Kammerer, Karen    |
| Libeck, Kimberley   | Lopez, Susie       |
| Martin, Jodi        | Roberts, Nancy     |
| Ross, Sallie        | Safford, Barbara   |
| Sharpsteen, Gail    | Stasko, Kaaren     |
| Stephens, Kimberley | Thompson, Debra    |
| Tuvell, Susan       |                    |

- I. Call To Order:** President Joyce Engler called the meeting to order at 10:10 a.m.
- II. Flag Salute:** President Joyce Engler lead the membership in the flag salute.
- III. Welcome/Introductions/Guest/New Members:**  
Operations Chief Geoff Miller welcomed members.
- IV. Training Session:** “Recapping Katrina” was presented by Paul Hager (Corte Madera) and Crystal Wright. Twenty year veteran paramedic Crystal Wright gave a fabulous slideshow presentation of her personal experience during a Hurricane Katrina FEMA deployment. Paul Hager followed with a powerful slideshow presentation of his experience as a fire service strike team FEMA responder. Paul responded to the town of Waveland, MS, where he assisted for 30 days. Waveland was the eye of the storm. Both presentations were heartfelt first hand recollections of their personal experience, emotions and photos of the devastation they experienced.

V. **Committee Reports:** No updates given.

VI. **Business Meeting**

- A. Additions to Agenda / Approval of Agenda
- Add 501 C3 – Tax contributions
  - Add Report on Training Officer Symposium
- Susan Tuvell and Linda Hoover M/S/C
- B. Nominations – Voting: Shawn Crawford
- Currently there are three (3) positions available: 1<sup>st</sup> Vice President; 2<sup>nd</sup> Vice President and Recording Secretary
- First Vice President – Susan Tuvell was nominated and she accepted
  - Second Vice President – Tammy Barnett was nominated and she accepted
  - Recording Secretary – Kim Libecky was nominated and she accepted
- Transition of positions will occur at the April '08 meeting in Anaheim.
- C. Consent Agenda
1. Minutes: Quarterly General Membership Meeting June 15, 2007 – Approved with Correction: Page 4 change Linda “Benson” to Linda Hoover
  2. Treasurer's Report – Copies were made available by Sue Beville. A thank you was extended to Lara Kelley for performing the audit. Treasurer's Report accepted - Shawn Crawford and Susan Tuvell M/S/C
- D. California Fire Chiefs Association – Section Chief Report – Chief Smith- ABSENT
- E. President's Report - Beginning in Fairfield (3/08) President Engler asked that we incorporate three committees per quarterly meeting to give presentations on their committees. This will allow committees more exposure and encourage participation. President Engler will contact the committees that she would like to give presentations in 2008.
- F. Meeting Coordinator Position – Dolores Jacquez has nominated herself for this. This would leave Sunshine Committee chair vacant.
- G. Sunshine Committee - Sallie Ross and Beverly Fuchs have accepted to co-chair the Sunshine Committee
- H. Member Participation Drawing for Free Conference Registration – President Engler drew the ticket from the submissions collected by Treasurer Beville. The name drawn was Sallie Ross.
- I. First Time Attendee Conference Registration Drawings – Sue Beville said 6 names were submitted. Dannie Snyder was first chosen. Alternates Drawn: 1) Laurie Wester and 2) Cathy Athey. Alternates are chosen in the case that first chosen is unable to accept the opportunity to attend.

**VII. PRESENTATIONS (YEARS OF SERVICE AWARDS):** The following awards were announced and presented to those in attendance:

**5 YEAR:**

Marcie Anderson, Emeryville Fire and Emergency  
Kathy Athey, CDF/So. Santa Clara County  
Yvonne Baxter, Glen Ellen Fire District  
Sue Beville, Alameda County Fire Department  
Pam Borglund, Sacramento Area Firefighters L522  
Regina Burk, Waterloo-Morada Rural Fire Protection District  
Gary Carson, San Bruno Fire Department  
Joyce Engler, Truckee Fire Protection District  
Beverly Fuchs, City of Folsom Fire Department  
Patrick Lonergan, L.N. Curtis & Sons  
Susan McGuirk, North County Fire Authority  
Ruth Newman, Gold Ridge Fire Protection District  
Dora Ramirez, Union City Fire Department  
Gail Sharpsteen, St. Helena Fire Department  
Dannie Snyder, Ca. Department of Forestry  
Kaaren Stasko, CDF/Napa County Fire - YES  
Arlene Zelano, Susanville Fire Department

**10 YEAR:**

Jan Gillespie, Eureka Fire Department  
Glenn Hodgson, Susan River Fire Protection District  
Andi Horigan, Dixon Fire Department  
Trudy Maletta, Kings County Fire Department  
Barbara Safford, Sacramento Metropolitan Fire District  
Sharon Weaver, Redding Fire Department

**15 YEAR:**

Donna Heymans, Rodeo-Hercules Fire Protection District  
Karen Kammerer, Liberty Fire District  
Beth Lawwill, West Stanislaus Co. Fire Protection District  
Susan Nemes, Redwood City Fire Department

- **LIFETIME MEMBERS** – First Vice President Tuvell presented awards honoring those members that contributed in some substantial way and were recommended as Lifetime Members

Nancy Roberts  
Barbara Safford  
Polly Fry

- **2007 MEMBER OF THE YEAR:**

President Engler presented Kathy Glick with the 2007 Member of the Year award, a silver helmet necklace and our AFSS Division will donate \$200 to a charity of her choice.

- VIII.** 501 C3 – Treasurer Beville stated that she and Lisa LeCates have applied for separate tax ID numbers, however the 501 C3 status would require approximately \$5,000 in attorney fees, and \$750 per section fee.

| Pros  | Cons  |
|---|---|
| Bigger \$\$ / corporate sponsorships for conferences  | Legal costs   |
| Potential sponsorships for quarterly meetings<br>(ex. allow for a larger budget for speakers & training | Work/time to apply for 501c3  |
| One-time project/cost that would benefit current & future membership                                    | Only as effective as the membership is willing to seek sponsorships |
|   | Requires change in our joint by-laws                                |

Southern section receives larger sponsor donations in comparison to what Northern section receives. If we had status – we could solicit larger sponsorships. It was suggested that we consider sharing attorney fees between Northern and Southern divisions. Proposed estimate is \$2,500 per section plus \$750 filing fee. The Treasurer would be responsible to maintain this status. Shari Holmstrom suggested going with the \$2500 cost – we have the funds and can see future benefits from this status. Motion to spend \$3,250 from our budget – Shari Holmstrom and Linda Hoover/ M/S/C.\*

\*This motion was then modified to allow for the researching of lower costs. Jodi Martin stated that her department spent about \$1500-\$2000 and suggested we get another estimate. Treasurer Beville asked Jodi Martin to email information so it can be forwarded to Lisa LeCates for consideration. Unanimous vote to move forward.

- IX. Training Officer Symposium** – The symposium went smoothly thanks to Lynn Pearson and Trudy Maletta. AFSS personnel were utilized in the tracking of payments, signups, telephone, email and fax communication as well as communication with Training Officers. Judy Huss; Christy Cronin assisted with check-in. There was an increase of 100 over last year's attendance - totaling 639 attendees. Additional assistance next year from AFSS members would be of great help. President Engler/North will communicate with President Diaz/South to see if any monies have been received to date for our participation.
- X. Legislative Task Force:** Treasurer Beville – Currently, Dolores Osby represents both North and South, Celia Contreras is the backup representative. Chief Gilbert stated that Cal Chiefs inquired as to whether AFSS would consider handling registration for the June '08 meeting. This task force meeting will be taking place in Sacramento. We need to consider fees we would charge in conjunction with this service. Shari Holmstrom stated we should have AFSS attendees as well as registration workers. Our role should include involvement and participation in the Task Force not just clerical registration support. Sue Beville will add this item to Strategic Planning Meeting agenda as "Legislative Day Teamwork". Strategic Planning Meeting will be held at Mission Inn this year – President Engler will be attending.
- XI. Good of the Order/Roundtable** – None

**Next Meeting:** March 21, 2008 – Fairfield Fire Department

**Adjournment:** 2:12 p.m. Debra Thompson/Susan Tuvell M/S/C

*Respectfully Submitted by Beverly Fuchs, Folsom Fire Department*