



ADMINISTRATIVE FIRE SERVICES SECTION • SOUTHERN DIVISION

## Quarterly Meeting Minutes June 14, 2011



### AFSS Quarterly Meeting Minutes

June 14, 2011

Hosted by Anaheim Fire Department

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

- President Valerie Nellis called the meeting to order at 9:05 a.m.
- Amalia Molina, Anaheim Fire Department, led the flag salute.
- Danielle Bryan, Anaheim Fire Department, provided the inspiration.
- Fire Chief Randy Brueman, Anaheim Fire Department, welcomed everyone to the meeting.
- The attendees gave self-introductions.

#### B. President's Report:

President Nellis reported that raising the bar on education topics and increasing the funding available is her primary goal for the year. The PRP is so valuable and Chiefs have noticed as well. She also reported that she sat in on the regularly scheduled Cal Chiefs conference call where they talked about the strategic goals. These goals included:

- Becky Timmers will be part of a group from both the North and South that will be working on a redesign of the Cal Chiefs website.
- There is the potential for AFSS to have a joint conference with OPS Section. The North section is researching and will apprise as information becomes available.

President Nellis presented a plaque of recognition for service to the Executive Board to Past President Becky Timmers.

#### C. Consent Calendar:

Members reviewed the Minutes of the March 8, 2011 meeting and Treasurer's Report.

**Motion:** Sylvia Moreno (Hermosa Beach) moved to approve the Consent Calendar. Ruth Slusher (Santa Fe Springs) seconded the motion. Vote: Unanimous.

#### D. Section Chief's Report:

Chief Antonucci was not present and no report given to present.

#### E. Correspondence Report:

There was nothing to report.

#### F. Committee Reports:

**Bylaws Committee** – Barbara Altizer

There was nothing to report.

**Communications Committee – Robin Brock**

Robin reported there will be a new feature in the Fire Circle coming soon called “Did you know that...” She asked members for submissions for articles for the Fire Circle and for items to be included in this new feature. She has also updated the New Member edition of the Fire Circle and will be giving it to Darilyn to post to the website.

**Conference Committee – Darilyn O’Dell**

Darilyn reported that the conference was a success, and that it made money.

**Education Committee – Sandy Magallanez**

Sandy reported that she has made contact with a vendor named Speechmatch.com regarding soliciting speakers for upcoming meetings.

**Historical Committee – Lisa LeCates**

Over 20 years of history have been scanned to a hard drive. She requested five volunteers to take a year to scan. The goal is to have the project complete by year’s end. Photos are currently loaded through 2000. Members are encouraged to look at photos and help name the members in the pictures. Karen McCoy suggested putting a few in the Fire Circle. Member photos can still be submitted to be included in the next revision of the membership directory. Lisa thanked everyone who has volunteered their time to complete this large project.

**Membership Committee – Liz Dobb**

Liz reported that she will be kicking off the membership drive, and that Darilyn and Robin will post appropriate forms and documents to the website to facilitate the drive.

**Ways and Means Committee – Sylvia Moreno**

Sylvia reported that she brought items currently for sale. There is a sign up list for the 20 year anniversary book so we can take advantage of promotional opportunities when we order the books.

- Lisa LeCates reminded everyone there is a 2009 supplemental to the 20<sup>th</sup> Anniversary book and it is available any time for purchase on Snap Fish.
- Robin Brock suggested we put a link on the CalChiefs website that would take members to the sign up sheet or to Sylvia to get on the list.

**G. Educational Program:**

Kandice Sherwood, Training & Organizational Development Manager – City of Anaheim, presented “Values Identification and Goal Setting”.

**H. Committee Meetings:**

President Nellis asked the membership if they wanted to move the committee meeting to the afternoon since the education program was two hours. Members agreed to forego the committee meetings this time.

**I. Old Business:**

President Nellis informed members that a study was done to determine if it would be beneficial to extend the meeting fee subsidy. The results indicated that the number of members attending the meetings did not increase, nor were there more new members in attendance during the two years that the meeting fees were subsidized by AFSS. Therefore the Executive Board voted that the subsidy would not be extended.

Effective July 1, 2011 the meeting registration fee would be reinstated. The meeting fee would cover morning snack items, coffee, and lunch for members in attendance.

#### **J. New Business:**

##### **Approval of FY 2011/2012 Budget**

Treasurer Darilyn O'Dell asked if there were any questions about the budget. Members reviewed FY 2011/2012 budget.

**Motion:** Liz Heaton (Deer Springs) moved to approve the FY 2011/2012 budget. Annette Arnesen (Santa Fe Springs) seconded the motion. Vote: Unanimous.

##### **Charitable Contributions**

Treasurer Darilyn O'Dell reported that Past Treasurer, Renae Rasmussen received four requests for the quarterly charitable contribution. After discussion, the \$100 charitable contribution will be given to Araceli McDougall to help cover the expenses for her and her two children after she lost everything when her mobile home was destroyed in a fire. Araceli was nominated by Janet Vines-Mott of Palm Springs Fire Department.

#### **K. Discussion Item**

President Nellis began a discussion on the idea of a joint conference with the OPS Section of Cal Chiefs. It would take place on March 11 – 14, 2012 in Monterey. Both the North and South Section presidents would make sure the integrity of the AFSS conference would be maintained and that there would be training applicable to the administrative professional. She mentioned that she received an email today that a decision was made to have a joint conference.

#### **L. Round Table Discussion**

*Laura Walters, Los Angeles County FD* – They have a new Fire Chief, Darryl Osby. They also have four new search dog teams for their USAR team.

*Bette Springer, Orange City FD* – Their Fire Chief is retiring July 26<sup>th</sup> and there is no announcement yet of who the new Chief will be. Orange, Anaheim, Fullerton and Brea are doing a feasibility study. The firm chosen estimates the study will take six months to complete.

*Joyce Becker, Ontario FD* – Thanked AFSS members who helped at the Western States Games.

*Sheila Waddell, Brea FD* – The Fullerton Fire Chief is now the Chief of Fullerton and Brea too. They will share a Division Chief, Battalion Chief; the Training Officer and Fire Marshal will eventually be shared through attrition.

*Ruth Slusher, Santa Fe Springs* – Their Fire Chief is now the Fire Marshal too.

*Janet Vines-Motts, Palm Springs FD* – Janet announced that Judy Blumberg is celebrating 35 years with the fire service.

*Judy Reed, Coronado FD* – They have a new Chief. He was promoted from Division Chief and the first in their department to come up through the ranks from Firefighter to Chief.

*Carol Tousignant, Morro Bay FD (Retired)* – Received FEMA grant for their new Administration building; it will go out to bid in June.

*Liz Heaton, Deer Springs FPD* – Board decided to hire their own Chief; Chief Amestoy was promoted from Captain.

*Becky Timmers, North County FD* – Kathy Ford is retiring as the end of July.

*Vicki Varnes, Chino Valley IPD* – Send all fan-out requests to Darilyn for the next two weeks. She will be on vacation June 15 – June 29.

*Valerie Nellis, Heartland Communications Facilities Authority* – Thank you for all your support as she mourned the death of her father.

***M. Adjournment***

With no additional business to be brought forward, the meeting was adjourned at 2:16 p.m.

*Christine Flores*

Christine Flores  
Executive Board, Recording Secretary

**June 14, 2011 Quarterly Meeting**  
**Members in Attendance**

<u><b>Attendee</b></u>	<u><b>Agency</b></u>
Annette Arnesen	Santa Fe Springs FD
Joyce Becker	Ontario FD
Robin Brock	Rancho Cucamonga FPD
Danielle Bryan	Anaheim FD
Liz Dibb	San Miguel FPD
Christine Flores*	Rancho Cucamonga FPD
Colleen Gill	Newport Beach FD
Yoajaira Guadarrama	Anaheim FD
Irma Gullickson	Fullerton FD
Liz Heaton	Deer Springs FPD
Sandy Magallanez	Chino Valley IFD
Debbie Matthews	Riverside County FD
Karen McCoy*	Riverside City FD
Amalia Molina	Anaheim FD
Gina Molina	Rancho Cucamonga FPD
Sylvia Moreno	Hermosa Beach FD
Valerie Nellis*	Heartland Communications
Darilyn O'Dell*	San Miguel FPD
Pam Pratt	Anaheim FD
Judy Reed	Coronado FD
Carolina Rojas	Anaheim FD
Ruth Slusher	Santa Fe Springs FD
Bette Springer	Orange City FD
Cathy Thomas	Ontario FD
Becky Timmers	North County FPD
Carol Tousignant	Morro Bay FD – Retired
Sandra Vargas	Anaheim FD
Vicki Varnes*	Chino Valley IFD
Janet Vines-Mott	Palm Springs FD
Sheila Waddell	Brea FD
Laura Watters	LA County FD

\*Denotes Executive Board Members