



# AFSS North E-Board Meeting Minutes

August 16, 2013

**LOCATION:** Cosumnes Fire Headquarters

**HOST:** Cosumnes Fire

**ATTENDANCE:**

Meghan Scannell ..... UC Davis Fire  
Valerie Erwin ..... Cosumnes Fire  
Renee Vetter ..... San Ramon Valley FP Dist  
Joyce Engler..... Truckee Fire Department  
Nancy Tillotson ..... Corresponding Secretary  
Jodi Martin ..... Rescue Fire Protection District

1. Meeting called to order: 9:22 am
2. Agenda for this meeting, approved as is.
3. Minutes of May 17, 2013 E-Board Meeting.  
Valerie requested several changes. Nothing substantial. Just clean up of language.  
Motion carried, pending changes.
4. CalChief's Liasan Report --- Chief Hansen, no report.
5. Treasurer's Report by Joyce Engler.  
A profit of \$229.08 was made at the June meeting. Rosa Meyer, thank you for a fabulous meal.
  - June Expenses. Nancy suggested the \$77.00 Misc. item be moved to Education & Training.  
Renee suggested that we list only items with expenses.
  - July expenses, no changes.Treasurer's report approved with changes.
6. Correspondence Report by Nancy Tillotson.  
Nothing to report
7. Presidents Report by Megan Scannell  
Full board was present at the August meeting of CalChiefs.  
1<sup>st</sup> conference call included Karen McCoy from the Southern Division.  
Chief Dutton provided a written report  
EMS white paper  
Firefighter's Bill of Rights (FFBOR) possible training topic for quarterly training.  
Annual membership forms were sent out to over 1,000 agencies statewide.  
CalChiefs conference registrations are coming in via the new website.  
CalChiefs training for the new web site will take place at the conference, Sept 24 & 25.
8. Committee Reports

- COMMUNICATIONS COORDINATOR by Valerie Erwin
  - Newsletter:  
 Articles for the next issue are due to Rosa by Aug 22<sup>nd</sup>  
 Name our newsletter contest:  
 Oct. 1 - Submitted names due  
 Oct. 11 - Voting will close. General vote by our members will be via survey monkey.  
 Dec. 6 - The winning submission will be announced at the general membership meeting.  
 The Board would like those submitting information to the newsletter to have a little more flexibility and not be bound by a maximum word count. The maximum word count was implemented when the Southern and Northern newsletter was combined. We will consult with our current newsletter editor regarding this matter.  
 The Board is considering an additional electronic web based newsletter. Megan will provide a sample for review.
  - Website:  
 CalChiefs new website is up and running. The Board has a substantial list of items they would like to see changed, added, etc. Shawn will continue to work with Chief Dutton on these items.
  
- CONFERENCE COORDINATOR by Valerie Erwin  
 2014 Academy, March 25 – 27, 2014  
 Registration; \$250 per person  
 Commit and register early! Host hotel, Embassy Suites, will start to take back rooms at the end of December. For great discounted group rate, register today. Motion was made and carried to spend \$250 to have an embroidered version of AFSS logo set-up. This logo will be used for items during 2014 Academy and in the future for our membership.
  
- EDUCATION / TRAINING by Valerie Erwin
  - Sept. 20, 2013, San Ramon Valley FP District Leadership & Influence by Linda McFarland
  - Dec. 6, 2013, Elk Grove Identity Theft and Document Security
  
- MEETING COORDINATOR by Jodi Martin  
 Our training schedule is booked thru December 2014.  
 Thank you to all those agencies who have secured their sites early.
  
- MEMBERSHIP COMMITTEE by Valerie Erwin  
 Our 2013/2014 membership campaign has begun.  
 Membership will become delinquent if not renewed by Sept. 1, 2013.
  
- WAYS AND MEANS COORDINATOR – POSITION OPEN

- NOMINATING COORDINATOR by Meghan Scannell

The following positions will be open

- 2<sup>nd</sup> Vice President
- Recording Secretary

Sept. 20, 2013 - A call for nominations will be made during the general membership meeting.

Dec. 6, 2013 - Voting will take place during the general membership meeting.

9. Old Business

Covered under Committee Reports.

10. New Business

- Annual Financial Audit

A non-board member will be asked to perform the annual audit of our financial records.

- CalChiefs Conference

During previous years, AFSS has assisted at the CalChiefs conferences held in Southern California. AFSS assistance has been greatly appreciated and we have been approached to assist again this year. We will help with the registration, misc. delegate positions and vendor booth. AFSS North will pay for Megan Scannell and Valerie Erwin to attend. Nancy Tillotson won the CalChiefs 2013 Scholarship and will be attending the conference. We will extend an invitation to the Southern Division to help assist at CalChiefs Conference.

- Quarterly meeting format

The Board was asked to re-evaluate our quarterly meeting format.

All general membership meetings will be structured as follows;

- 8:30 registration
- 9:00 Chiefs welcome and training begins. Depending on the duration of training session, lunch time will vary. All training will be completed prior to lunch.
- Followed by lunch (Actual start time will vary, refer to specific training flyer for exact time)
- Followed by business meeting
- 3:00 adjournment

- Years of Service Awards

The following awards will be presented at the Dec. 6, 2013, general membership meeting.

- 5 yrs / 6 members
- 10 yrs / 2 members
- 15 yrs / 2 members
- 20 yrs / 1 member

11. Meeting adjourned; 4:38 pm

Respectfully submitted,

*Nancy Tillotson*

Nancy Tillotson

AFSS North

Corresponding Secretary



**CALIFORNIA FIRE CHIEFS ASSOCIATION**

Join Us For The **2013 ANNUAL  
CONFERENCE**

**September 23 - 25  
Sheraton Grand Hotel  
Sacramento**

**Register at:  
[www.calchiefs.org](http://www.calchiefs.org)**

AFSS North invites you to attend our...



**Quarterly Training  
San Ramon Valley Fire  
Friday, September 20, 2013  
9:00am to 3:00pm**

**Deadline to register: Friday, September 13<sup>th</sup>**

Cost: \$20 for members, \$25 for non-members (Lunch is included)

**California Fire Fighter Joint Apprenticeship Committee**

Instructor: Taral Brideau, Education and Training Director CFFJAC

<http://www.cffjac.org/>

(916) 648-1717

- Overview of the program
- Education and training update
- Administration of the program
- CPAT and Recruitment
- Apprenticeship funding and the state budget



**\*\*NEW TRAINING & MEETING TIMES\*\***

8:30 to 9:00 Registration / Check-in

9:00 to 12:00 Training

12:00 to 1:00 Lunch

1:00 to 3:00 Business Meeting

**LOCATION:**

San Ramon Valley Fire  
1500 Bollinger Canyon Rd  
San Ramon, CA

Register online at <http://tinyurl.com/AFSS-Q3-Registration>.

Payment can be made with credit card using PayPal or by mailing check payable to AFSS North to Joyce Engler, c/o AFSS North, PO Box 2852, Truckee, CA 96160.)

Questions?

Contact Lara Kelley at [kelley.lara@metrofire.ca.gov](mailto:kelley.lara@metrofire.ca.gov) or (916) 859-4391