



California Fire Chiefs Association
ADMINISTRATIVE FIRE SERVICES SECTION
NORTHERN DIVISION

Minutes
AFSS North Quarterly Meeting
Friday, June 17, 2011

LOCATION: San Ramon Valley Fire Protection District

HOST: San Ramon Valley Fire Protection District Fire executive

ATTENDANCE:

Valerie Erwin	Cosumnes Fire
Chrissy Flynn	Alameda County Fire
Tracy Hansen	Cosumnes Fire
Lara Kelley	Sacramento Metropolitan Fire District
Meghan Scannell	UC Davis Fire
Renee Vetter	San Ramon Fire
Sallie Ross-Filgo	South Lake Tahoe Fire
Crystal Smyth	Yocha Dehe Fire
Susan Kim	Southern Marin Fire
Shawn Crawford	Meeks Bay Fire
Barbara Safford	Retired Sacramento Metropolitan Fire District
Linda Harlow	Corte Madera Fire
Linda Hoover	City of Lodi Fire
Donna Heymans	Rodeo Hercules Fire
Dolores Jacquez	East Bay Regional Park District
Kim Stephens	UC Davis Fire
Jodi Martin	Rescue Fire
Tammy Barnett	Cal Chiefs
Leona Allen	Lake Valley Fire

Call to Order – Call to Order at 1030 by President Meghan Scannell

- Welcome from Operation Chief Brian Collins with San Ramon Valley Fire Protection District
- Training session – Tessa Fish., Graphic Designer and Creative Director – Tfish Design

Additions to Agenda/Approval of Agenda

- Agenda was approved as written
 - Chrissy motioned Sallie second

Approval of Meeting Minutes

- Quarterly General Membership Meeting – March 18th, 2011
 - Minutes approved as written
 - Kim Stephens motion Susan Kim Second
- Executive Board Meeting Minutes – April 12, 2011 and May 27, 2011
 - Minutes are for information only

Business Meeting

Treasurer's Report

- Only had to pay out a small amount for today's meeting in part due to San Ramon Valley paying for lunch

Correspondence Report

- Sallie sent a sympathy card to San Francisco on the behalf of AFSS for the two fallen firefighters

CFCA Section Chief Report

- Governor vetoed the state budget yesterday
- Big piece of legislation AB210
- RDA's going to governor's office soon
- Common theme is doing more with less
 - Expectations of delivery of service need to change to less with less
- City of Sacramento just announced increased brown outs which affects closest unit for all surrounding agencies
- Every chief is interested in idea and engagement by their employees to give them feedback and ideas
- Many chiefs are suffering through low morale
- Chief Hansen suggests to work with solutions and not just complaints

President's Report

- A special E-Board meeting to review the budget
 - There were many changes to the budget as a result of this meeting
 - Many of the changes were in an effort to maintain and growth of membership
 - It was decided we need to redirect back to our core message to bring more professional training
- The AFSS conference in April was a success

- The conference will be held in March instead of April
- We will be co-located conference with the Operations Section
 - Cal Chief's is encouraging different sections to join together
- The conference in April had 53 attendees
- The conference will be the same number of days but will be beginning on a Sunday
- We will have our banquet on Monday
- Operations chief will have a Texas Hold Em' tournament on Tuesday that is fully funded with prizes
- We would have our closing ceremonies separate
- We get the advantage of getting to use their key note speakers and only need to pay in portion of how many attendees we have
- The vendors attend the conference and their vendors pay \$1500 a table
- Meghan and Shawn attended the first planning meeting

Budget

- We are going to have a separate budget for the conference so that we can track the conference budget more detailed
 - Using iGive 50% goes toward reducing the conference registration
 - iGive is a program when members purchase online a percentage goes to AFSS
 - If \$10 is the amount 50% goes to AFSS and the other 50% goes towards the conference
- Need to make an amendment on the PRP plaques
 - Amend the amount to \$15 and make the amount 6 plaques
- Re-discussed revamping the brochure a living document where we own it
 - Brochures are sent to all non-participating agencies
 - 500 brochures are sent out each year
 - Linda Hoover suggests sending these out as an email to cut costs
 - Donna suggest possibility having a the Liaison Chief sending a letter to introduce
 - Chrissy suggests if we send the letter to look at the return from the letter versus the brochure
 - Barbara Safford (retired) mentioned we used to put the brochure in the Cal Chief's packet at the Cal Chief's conference
 - Nothing was sent out this year to non-members
 - Hansen suggests if we are looking to focus attention on the assistant and not to the Chief as they are very busy during the time
- Donna suggests increasing the amount of the membership drive
 - Renee would like to keep the amount and if we run over we will review the line item
 - Valerie would like to keep the amount the same and review where the next meetings are and target those area
 - Shawn would like to encourage our members to become more active and not focus so much on recruiting new members
 - At the E-Board meeting it was discussed to go electronic with the membership invoices
 - Donna let the committee know that she doesn't get much back from the email most of the invoices are paid through the mailed invoice
 - Chief Hansen suggests doing a pre-call to find out of the 500 agencies have support staff
 - We approved the \$300 at this time and it will discuss the conference call

- Meghan would like to arrange a conference call on this issue
 - Shawn motioned to approve and Kim seconded
- The member of the year donation was lowered from \$200 to \$100

Committee Chair Opportunities

- All committees are open for additional members
- Jodi will be the new committee chair for historical
- Valerie is currently ways and means
- AdHoc MRD committee is Susan Kim
 - MRD database was showcased at the conference
 - One of the questions will be what would you like to see on future versions
- We need to have a volunteer to audit the books
- Membership committee chair is coming open soon

Quarterly Training Duration

- Meghan would like to table until the next meeting

Roundtable

- Sallie's fire chief has resigned his last day will be September 1st
 - For the next year the police chief will be the Public Services Safety Manager
- Valerie were given notice of 15 days of furloughs beginning in January and July 1st they will begin contributing 6% to retirement
- Donna Is experiencing difficult challenges with the budget
- Next Quarterly Meeting - September 16, 2011 – Folsom Fire Department
- Linda Hoover will be getting a new chief by October and they are doing 18 days of furlough
- Linda Harlow passed out some relay for life pamphlets
- Barbara gave congratulations to new board and enjoyed the meeting
- Shawn nephew back in Afghanistan Niece is married and is in Florida
- Susan things are going well in South Marin going to do consolidation with Corta Madera
 - July will be the end of their consolidation with Sausalito
- Renee has had 13 retirees and academy of 12 starting in October most of them are seasoned firefighters
 - There contact was up last July and is not going well
 - Had third grandbaby a month ago
- Lara has tried to take AFSS to her District support staff who are not members
 - Her first effort was in a training newsletter and was well received
- Meghan UC Davis Fire is deep in a consolidation with Davis Fire Department
 - They were able to hire 3 new firefighters and 3 new student firefighters
- Next Quarterly Meeting - September 16, 2011 – Folsom Fire Department

Adjournment

- Meeting was adjourned at 3:25