



**California Fire Chiefs Association
ADMINISTRATIVE FIRE SERVICES SECTION
NORTHERN DIVISION
MINUTES
GENERAL MEMBERSHIP MEETING
Friday, September 15, 2006 – 10:00 a.m.**

LOCATION: Placer County Fire
Auburn City Hall
1225 Lincoln Way
Auburn, CA 95603

HOSTED BY: Placer County Fire Department
and Linda Benson, Higgins Fire Department

AFSS Members:
Suzy Kees, Placer County Fire Department
Linda Benson, Higgins Fire Department

ATTENDANCE:	ABRAHAM, Carol	KELLOGG, Patti
	BASSO, Sandy	LOPEZ, Suzy
	BENO, Darlene	MANDING, Angela
	BENSON, Linda	PAYNE, Ruby
	BERGSTRAND, Tammy	PEASE, Michelle
	BEVILLE, Susan	RAMIREZ, Dora
	CAPRAUN, Maria	SAFFORD, Barbara
	CRAWFORD, Shawn	SANDERS, Sandra
	ENGLER, Joyce	SCALZI, Sheryl
	FRANSSEN, Karen	TANFORAN, Tina
	GARCIA, Angela	TASSINARI, Gina
	HARLOW, Linda	THOMPSON, Debra
	HOLSTROM, Shari	TOCI, Diana
	KEES, Suzy	TUVELL, Susan
	KELLEY, Lara	WIERSMA, Patti

1. CALL TO ORDER – Beville

President Beville called the meeting to order at 10:12 a.m. Sue thanked Suzy Kees and Linda Benson for hosting this meeting.

2. FLAG SALUTE: President Beville led the membership in the flag salute.

3. WELCOME/INTRODUCTIONS/GUESTS/NEW MEMBERS: Members went around the room and introduced themselves, stated what department they were with and how many years they have been a member with AFSS.

4. WELCOME BY PLACER COUNTY FIRE/HIGGINS FPD: Placer County Division Chief Randy Smith could not attend the meeting as he was on the “Ralston Fire”. Appreciation plaques were awarded to Auburn City Fire Chief Mark D’Ambroigi and Higgins FPD Battalion Chief Jerry Good on behalf of AFSS and presented by Suzy Kees and Linda Benson to thank them for their time, expertise and to also thank the firefighters who prepared the lunch for the meeting. Auburn City Fire Department Chief Mark D’Ambroigi was introduced and he welcomed members to Auburn. Higgins FPD Battalion Chief Jerry Good also welcomed members to Auburn. He stated Placer County Fire started

in 1977 with 10 volunteers and now has 14 full-time staff. He praised Linda Benson for the wonderful job she has done for the department and commented on what a great organization AFSS is.

5. TRAINING SESSION: "Ethics"

By: Training Division Chief Mark Romer, Roseville Fire Department

6. LUNCH/OPPORTUNITY DRAWING: Meeting broke for lunch around 12:05 p.m. and reconvened at 1:03 p.m.

7. COMMITTEE REPORTS:

A. Budget – Gail Fullerton

No report.

B. Bylaws – Susan Tuvell

Committee met and made revisions to the SOG's. Revisions will be presented at the next E-Board meeting on October 20th.

C. Communication – Debra Thompson / Shawn Crawford

Shawn advised that the AFSS membership roster is now available on the Cal Chiefs website. Any changes will need to be brought to Donna Heymans' attention. Shawn also advised that we can now click on any agency names of quarterly meeting hosts and you will be directed to that department's website if they have one available. Members discussed whether past members should be removed from the website database. Honorary, lifetime and retired members were to remain in the website database. However, former members will be removed.

D. Conference – Sallie Ross

No report. Joyce Engler advised that everything is going real well per Sallie Ross.

E. Education & Training – Carol Abraham

Carol advised that Gordon Graham is the keynote speaker for the 2007 AFSS Conference. Carol Abraham stated the Seaside Fire Department fire chief is interested in attending the conference as Gordon Graham is the speaker. Mike Robbins is another speaker who has authored a book. His website is www.MikeRobbins.com.

F. Historical – Linda Hoover / Kathy Glick

Suzy Kees advised that Kathy continues her work on Snapfish and a photo album.

G. Meeting Coordinator – Barbara Safford

Barbara advised that all meetings through December 2007 are covered. Meeting dates, locations and training topics can be found on Cal Chiefs' main website under AFSS Northern Division.

H. Membership – Donna Heymans

No report.

I. Sunshine – Dolores Jacquez

Discussion was on changing the name from "Sunshine" committee. Per Shawn Crawford – Dolores has requested that members need to come up with another name. Suzy Kees stated that Dolores would like to change the name to "Fellowship".

8. BUSINESS MEETING:

A. ADDITIONS TO AGENDA/APPROVAL OF AGENDA:

M/S/C Susan Tuvell/Linda Benson to approve the agenda. Agenda was approved.

B. CONSENT AGENDA:

1. Minutes - Quarterly General Membership Meeting June 16, 2006.

M/S/C Shari Holstrom/Carol Abraham with the change to Page 2 - #8e – to read "Training Sessions" not Quarterly Reports.

2. Treasurer's Report

3. Correspondence Report

C. CALIFORNIA FIRE CHIEFS ASSOCIATION – SECTION CHIEF REPORT:

No report. Chief Smith was not present.

D. PRESIDENT'S REPORT:

Sue discussed the CFCA Special Summit on California Fire Training held in Riverside July 26-28, 2006. There were four (4) scribes from AFSS. Sue also announced that Sheldon Gilbert is the new President-Elect for Cal Chiefs.

E. PRESENTATION ITEMS:

1. Member of the Year Nominations – President Beville

Sue announced we have received only three (3) nominations to date and members have until October 13, 2006 to submit their nominations. The process was explained to members. The Member of the Year Award will be presented at the December quarterly meeting.

2. Cal Chiefs Annual Conference Registration Committee – President Beville

advised that CFCA Executive Director John Malmquist asked if AFSS would be willing to help with registration on an ongoing basis. Sue reported that this year four (4) AFSS members would be working registration. The members are Tammy Bergstrand, Sallie Ross and two members from AFSS Southern Division. In turn for AFSS involvement with the CFCA Annual Conference, annual section dues will be waived (approximately \$1,500.00). Members discussed whether AFSS would commit to this every year. An ad hoc committee will be formed to research. This topic will be discussed at our Joint E-Board meeting on Sunday, October 1, 2006 at 11:00 a.m. at the CFCA Annual Conference in Riverside. The CFCA Executive Board meeting is from 4:00 p.m. – 6:00 p.m. also on Sunday.

3. Nominating Committee SOG's – Barbara Safford

Barbara advised nominating committee SOG's have not been done in the past. She asked that someone become responsible and step up and become a committee member. Barbara, Shawn Crawford and Suzy Lopez will act as this years' Nominating Committee.

1. Executive Board Officer Duties –

Shawn Crawford passed out a copy of "Article IV – Duties of Elected Officers" to the members.

4. Training Officers' Registration – Shawn Crawford

Shawn advised that a conference call was supposed to take place this week, but didn't happen. Doug Fry has just been promoted to Fire Chief of Belmont-San Carlos Fire Department and hasn't been available. Shawn went on to say that AFSS is not actually doing anything at this year's T.O. Symposium. AFSS is "shadowing" and a conference call still needs to take place.

5. Adding Photos on Website (Secure Site Only) – Shawn Crawford

Discussion by Shawn and members was on posting only board member photos on a secure web-site.

6. Membership List On-Line – Joyce Engler

Joyce informed the members that Donna Heymans has updated the AFSS membership list and Shawn Crawford sent it to members by a special link. The list is only available through the AFSS link and will not posted on the Cal Chiefs web-site.

10. GOOD OF THE ORDER/ROUNDTABLE:

1st Vice President Karen Franssen advised she is going to have to step down from her position as she is taking a new position with her department. She will no longer be in administration. Suzy Lopez of Rumsey Rancheria Fire Department will be hosting the June 15, 2007 general membership meeting and will be putting together some activities for those members who would like to make a weekend of it.

11. AGENDA ITEMS FOR OCTOBER 20, 2006 E-BOARD MEETING:

1. E-Mail list (membership roster) to past members – Shawn Crawford

12. NEXT MEETING: December 1, 2006 at the Stockton Fire Department.

13. ADJOURNMENT:

M/S/C Shawn Crawford/Joyce Engler to adjourn the meeting at 1:50 p.m.

Respectfully submitted,

Tammy L. Bergstrand

Tammy L. Bergstrand, Recording Secretary