



**California Fire Chiefs' Association
ADMINISTRATIVE FIRE SERVICES SECTION
NORTHERN DIVISION
MINUTES
GENERAL MEMBERSHIP MEETING MINUTES
Friday, December 6, 2002**

LOCATION: The meeting, held at the Rodeo-Hercules Fire Protection District, was hosted by Donna Heymans. Linda Rosedahl (Pinole) and Linda White (El Cerrito) also co-hosted the meeting.

ATTENDANCE:

Abraham, Carol
Anderson, Marcie
Barfoot, Susan
Benson, Linda
Beville, Susan, Corres. Sec.
Bustos, Marites
Byrne, Karen
Cooper, Katy
Crawford, Shawn, 1st VP
Glick, Kathy
Harlow, Linda
Heymans, Donna
Holmstrom, Shari, Treasurer

Hoover, Linda
Jacquez, Dolores
Jones, Linda
Kammerer, Karen
Kendrick, Staci
Keppel, Lucy
Kielich, Mary
Kositzin, Melissa
Lewis, JoAnne, 2nd VP
Meredith, Kathryn
Rosedahl, Linda
Safford, Barbara, President
Schreiber, Marne

Smith, Carrie
Soler, Pat
Suihkonen, Joyce
Tess, Mary
Vien, Helen
White, Linda
Wood, Laura
Chief Mike Groshong, Liaison
Chief Mark Scott, El Cerrito
Chief Jim Parrott, Pinole
Chief Gary Boyle, Rodeo-Hercules
BC Al Baggio, Rodeo-Hercules

CALL TO ORDER: President Barbara Safford called the meeting to order at 1000 hours. Battalion Chief Al Baggio of the Rodeo-Hercules Fire Protection District welcomed members.

CAL FIRE CHIEFS ASSOCIATION LIAISON CHIEF REPORT: Chief Groshong reported that Cal Chiefs' new President, Bill McCammon, is planning a Cal Chiefs meeting January 22 and 23, 2003 in Dixon. Chief Groshong requested AFSS members to send any thoughts or ideas to him or Barbara Safford concerning AFSS and Cal Chiefs.

Chief Groshong announced the new AFSS logo was on the back table.

President Barbara Safford stated all Cal Chief sections would have a similar logo with their specific section reflected on it. President Safford commended Dolores Jacquez for a great job ordering the AFSS logos.

Guest speaker Bob Litchfield (writer, inspirational speaker, workshop facilitator and lawyer) was introduced. The topic of his presentation was "To Be a Graceful Giant – A Living Expression of Grace."

HONORARY MEMBER AWARD: Marne Schreiber presented former California State Fire Marshal Ronny Coleman with an AFSS Honorary Membership. An Honorary Member receives the quarterly agenda and is invited to attend any of the General Membership Meetings.

Former California State Fire Marshal Ronny Coleman acknowledged he had a great deal of admiration and respect for AFSS.

PROFESSIONAL RECOGNITION PROGRAM AWARDS: Former California State Fire Marshal Ronny Coleman presented a Professional Recognition Program certificate to Carol Abraham.

Meeting recessed at 1135 hours.

During the recess, committees met to discuss topics.

Meeting reconvened at 1230 hours.

Donna Heymans thanked Linda Rosedahl (Pinole) and Linda White (El Cerrito) for co-hosting the General Membership Meeting. Donna Heymans distributed logowear apparel brochures.

AFSS SACRAMENTO WORKSHOP: Committee Budget Chair, Melissa Kositzin, commended Shawn Crawford and JoAnne Lewis for doing a great job on the Sacramento Workshop. The two AFSS divisions will split the \$5,776 profit. A full report will be distributed via Hot Links once all invoices have been received.

First Vice President Shawn Crawford announced that co-chairing the AFSS Workshop was a good experience and a great deal of fun. First Vice President Crawford encouraged two members with similar ideas co-chair the AFSS Workshop in two years. Further, a Workshop Manual is being created to assist future Workshop Chairs.

Second Vice President JoAnne Lewis thanked each of the committees; the Workshop was a group effort.

Historical Committee Co-Chair Kathy Glick reported the AFSS Workshop pictures would be available on CDs.

Education/Training Committee Chair Carol Abraham stated 28 members signed up for future Professional Recognition Programs.

Ways & Means Committee Chair Dolores Jacquez reported \$600 of merchandise was sold at the Workshop.

COMMITTEE REPORTS: Ways & Means: Committee Chair Dolores Jacquez displayed the two polo shirts (Outterbank and Anvil). The membership voted to order the Outterbank polo shirt. Cal Chiefs approved the new AFSS logo; the old logo will disappear. Dolores Jacquez will send out an email requesting polo shirt orders.

Hot Links: The membership requested that a reminder be sent to the membership six weeks prior to the Hot Links deadline. Next Hot Links deadline is January 25, 2003.

Meeting Coordinator: Committee Chair Linda Harlow reported that the 2003 General Membership meeting locations are set. Ms. Harlow will create a map reflecting the various fire department locations. This will enable the committee to determine future meeting locations. The following will be taken into consideration: 1) adopt criteria for hosting a meeting; 2) hold two meetings in the Bay Area and 2 meetings in Sacramento; and 3) determine if active

membership will attend the meetings based on location. It was requested that 2004 meeting locations be added to the January 31, 2003 Executive Board agenda.

Membership: Committee Chair Donna Heymans announced the northern division has over 140 members. Chief Groshong assisted in the membership increase by distributing letters to the Fire Chiefs.

Donna Heymans introduced Rodeo-Hercules Fire Protection District Fire Chief Gary Boyles.

APPROVAL OF BUSINESS AGENDA: First Vice President Shawn Crawford moved to approve the Business Agenda. The motion was seconded by Marne Schreiber and unanimously carried.

CONSENT AGENDA: Kathy Glick moved to approve the Consent Agenda. The motion was seconded by Melissa Kositzin and unanimously carried.

TREASURER'S REPORT: (September 18, 2002 – November 1, 2002)

Checking Account Beginning Balance: \$ 8,249.07

Expenses: \$ 1,639.14

Income: \$ 1,841.68

Checking Account Ending Balance: \$ 8,046.53

PRESIDENT'S REPORT: None.

CORRESPONDENCE REPORT:

Correspondence sent as follows:

A. Letters dated November 1, 2002

From: Carol Abraham

To: Workshop 2002 speakers:

Martha Bryan

Fire Chief Stewart Gary, Livermore-Pleasanton FD

Kurt Latipow, Administrative DC OES Fire Rescue Branch

BC Roger Meagor, Ross Valley FD

Michael Nottoli, Policy Community Programs

Coordinator, Rocklin Police Department

Gail Peterson, Practical Benefit Management Services

Frank Whitlatch, Cal State University, Sacramento

Subject: Thank you for being a presenter at our 2002 Workshop

B. Letters dated November 5, 2002

From: Marne Schreiber

To: Former AFSS Northern Division members:

Mary Kielich (Corte Madera FD)

Karen Byrne (Ross Valley & UC Davis FD)

Linda Jones (Emeryville Fire & Emergency Services)

JoAnn Loveland (Modesto FD)

Carolyn Raper (Yuba City FD)

Helen Vien (Livermore-Pleasanton FD)

Subject: Invitation to December 6 meeting; bestow lifetime membership

- C. Letter dated November 7, 2002
From: Marne Schreiber
To: Moniel Feuerman, Founding President, AFSS, Northern Division
Subject: Invitation to attend December 6 meeting; change of Honorary Membership to Lifetime Membership
- D. Letter dated November 7, 2002
From: Marne Schreiber
To: Ronny J. Coleman, Retired State Fire Marshal
Subject: Invitation to attend December 6 meeting; bestow Honorary Membership
- E. E-Mail received November 10, 2002
From: Helen Vien
To: Barbara Safford
Subject: Acceptance of Invitation to attend December 6 meeting
- F. E-Mail received November 12, 2002
From: Karen Byrne
To: Barbara Safford
Subject: Acceptance of Invitation to attend December 6 meeting
- G. E-Mail received November 20, 2002
From: Carolyn Raper
To: Barbara Safford
Subject: RSVP – Regretfully unable to attend December 6 meeting

PRESENTATION ITEMS:

Lifetime Member Awards: Marne Schreiber presented the following members with a Lifetime Member Award:

Karen Bryne, Ross Valley & UC Davis FD
Linda Jones, Emeryville Fire & Emergency Services
Mary Kielich, Corte Madera Fire Department
JoAnn Loveland (Modesto FD)
Carolyn Raper, Yuba City FD
Helen Vien, Livermore-Pleasanton FD

Lifetime members will receive the quarterly agenda packets and are invited to attend the quarterly meetings. However, lifetime members are not allowed to vote.

Linda Benson moved to nominate Marne Schreiber as a Lifetime Member. The motion was seconded by Melissa Kositzin and unanimously carried.

Five- And Ten-Year Service Recognition: Treasurer Shari Holmstrom and Membership Committee Chair Donna Heymans recognized active individuals for five and ten years of membership in AFSS. Nine members received five-years-of-service plaques, and five members were given desk clocks engraved with “Ten Year Member” and the AFSS logo. Individuals honored include:

Five Years:

Andi Cornelius, Dixon FD
Jan Gillespie, Eureka FD
Glenn Hodgson, Susan River FPD
Moir McShane Lukas, Brisbane FD
Trudy Maletta, Kings County FD

Mary Mata, Hanford FD
Barbara Safford, Sacramento Metro FD*
Allison VanGuilder, Turlock City F&ES
Sharon Weaver, Redding FD

Ten Years:

Donna Heymans, Rodeo-Hercules FPD*
Karen Kammerer, Liberty FD*
Beth Lawwill, West Stanislaus Co. FPD

Holliday Nazar, Redwood City FD
Susan Nemes, Redwood City FD

Investing in Our Membership (2003 Workshop Grant Drawing): Second Vice President JoAnne Lewis will email application to first-time workshop attendees to register to win free registration to the 2003 AFSS Workshop in San Diego (this covers the cost of the registration only).

Member of the Year: President Safford presented this year's Member of the Year award to Linda Benson, Higgins FD. The recipient received a silver helmet charm and chain. Additionally a \$200 donation will be made by AFSS to the charity of Linda's choice.

Founding Member: President Safford presented Marne Schreiber with a Waterford gift acknowledging Marne Schreiber as a founding member of the AFSS Northern Division and a valued friend.

ROUNDTABLE:

Second Vice President JoAnne Lewis inquired if there was any interest in doing a live fire burn at the September 2003 General Membership Meeting in Ross Valley. The membership stated there was an interest.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 1345 hrs.

Next General Membership meeting is scheduled for March 21, 2003 at Garden Valley FD

Respectfully submitted,

Susan Beville, Corresponding Secretary

*Recipient received award at the meeting.