



**California Fire Chiefs' Association
ADMINISTRATIVE FIRE SERVICES SECTION
NORTHERN DIVISION
MINUTES
GENERAL MEMBERSHIP MEETING**

Friday, September 16, 2005
10:00 a.m.

LOCATION: El Dorado Hills Fire Department
Station 85
1050 Wilson Blvd.
El Dorado Hills, CA 95762
Hosted by – Angelica Silveira

ATTENDANCE:	<i>ABRAHAM, Carol (2nd Vice President)</i>	<i>KAMMERER, Karen</i>
	<i>BARFOOT, Susan</i>	<i>KEES, Suzy</i>
	<i>BASSO, Sandy</i>	<i>KELLOGG, Patricia</i>
	<i>BENGUEREL, Denise</i>	<i>NICHOLS, John</i>
	<i>BENSON, Linda</i>	<i>RAMIREZ, Dora (Treasurer)</i>
	<i>CAPRAUN, Maria</i>	<i>ROBERTS, Nancy</i>
	<i>CRAWFORD, Shawn</i>	<i>ROSS, Sallie</i>
	<i>ENGLER, Joyce (Corresponding Secretary)</i>	<i>SAIGEON, Janelle</i>
	<i>FRANSSEN, Karen (Recording Secretary)</i>	<i>SCHMIDT, Ted</i>
	<i>FUCHS, Beverly</i>	<i>SILVEIRA, Angelica</i>
	<i>FULLERTON, Gail</i>	<i>TASSINARI, Gina</i>
	<i>GLICK, Kathy</i>	<i>TAYLOR, Rose</i>
	<i>HARLOW, Linda (1st Vice President)</i>	<i>THOMPSON, Debra</i>
	<i>HOLMSTROM, Shari</i>	<i>TUVELL, Susan</i>

1. **CALL TO ORDER:** 1st Vice President Harlow called the meeting to order at 10:07 a.m.
2. **FLAG SALUTE:** 1st Vice President Harlow led the members in the flag salute.
3. **WELCOME/INTRODUCTIONS/GUESTS/NEW MEMBERS:** Members went around the room and introduced themselves and stated how long they have been an AFSS member. There were two arson investigators from Diamond Springs Fire District, Rose Taylor and John Nichols that were in attendance as well as the new Chief of Garden Valley Fire Department, Ted Schmidt.
4. **WELCOME BY EL DORADO HILLS FIRE DEPARTMENT:** Deputy Chief Brian Veerkamp and Battalion Chief Jim O'Camb welcomed the members to the facility and then showed a short DVD they developed that showcased their department and their involvement in the community.
5. **TRAINING SESSION:** Marcel and Fieni Verdooner of Forensic Imaging Consultants, Grass Valley, CA gave a presentation on Forensic Imaging. They provide forensic imaging services for arson investigations.

At the conclusion of the presentation there was a tour of the station given, and then committees got together for a short meeting before and during lunch. The opportunity drawing was held after lunch.

Meeting re-convened from lunch at 1:00 p.m.

6. COMMITTEE REPORTS:

- a) **Budget** – *Gail Fullerton*
No Report

- b) **Bylaws** – *Linda Benson*
Linda Benson reported that Shawn Crawford, Suzy Kees and herself would meet today to plan out some of the re-writes to the guidelines.

- c) **Communications** – *Debra Thompson/Shawn Crawford*
Debra Thompson requested that members send any photos, articles, etc. to her for the Hotlinks. Shawn Crawford reported that email is going great, job postings are being utilized, but the bulletin board had not been used lately. She wanted to remind the membership that it is there for everyone to use.

- d) **Conference** – *Linda Harlow*
Linda Harlow reported that the transfer of the conference account to the southern division was now complete, and the service charge issue was resolved.

- e) **Education & Training** – *Carol Abraham*
Carol reported that Andi Horigan from Dixon Fire Department was the first member to send in their level II booklet completed, Shari Holmstrom will be the second.

- f) **Historical** – *Linda Hoover/Kathy Glick*
Kathy is working on scanning pictures, but has requested Internet access from President Beville, which will be brought up at the next e-board meeting.

- g) **Meeting Coordinator** – *Barbara Safford*
All meeting are set through next year.

- h) **Membership** – *Donna Heymans*
No Report

- i) **Sunshine** – *Dolores Jacquez*
Shawn Crawford asked Dolores Jacquez to send cards of congratulations to a couple of Fire Chiefs that have been given Governor appointments.

- j) **Ways & Means** – *Linda Rosedahl*
No Report

7. BUSINESS MEETING

A. ADDITIONS TO AGENDA/APPROVAL OF AGENDA:

M/S/C Suzy Keys/Patricia Kellogg to approve the agenda as presented.

B. CONSENT AGENDA:

1. Minutes – Quarterly General Membership Meeting, June 10, 2005
2. Treasurer's Report
3. Correspondence Report

M/S/C Shawn Crawford/Linda Benson to approve the consent agenda as presented.

C. SECTION CHIEF REPORT:

Chief Sinnott was not present, but e-mail was read that he had sent to the e-board. He must step down from his position as section chief due to other commitments and lack of support from his City Manager. He has volunteered to assist in finding a new section chief.

D. PRESIDENT'S REPORT:

No Report

E. ACTION ITEMS:

1. Nominating Committee – 1st Vice President and 2nd Vice President position will be coming open in April 2006 as well as the recording secretary. We are looking to establish a nominating committee, which will be headed up by Shawn Crawford, past president and Barbara Safford. Suzy Kees volunteered to be on the committee as well.
2. FDAC – Carol Abraham had information available to the member on the conference that they are trying to get put together, so far she has only heard from one member with interest in it.
3. Conference Chair - Sally Ross from South Lake Tahoe Fire volunteered to be the Conference Chair for 2007 conference.
4. Member of the Year – Nomination are available on the web site, and must get to President Beville by October 6th. Board members are not eligible, but will review the nominations.
5. Next Joint E-Board Meeting – No location as of yet, but will be held November 3rd and 4th.
6. CFCA Annual Conference - Six AFSS members will be in attendance Sue Beville, Linda Harlow, Karen Franssen, Joyce Engler, Shawn Crawford and Barbara Safford.
7. AFSS Annual Conference - Just wanted to let everyone know that the conference will be held on the Queen Mary in Long Beach next April 4 – 7, 2006.

8. GOOD OF THE ORDER/ROUNDTABLE:

Shari Holmstrom announced that she was accepted to attend National Fire Academy in Emmittsburg, MD and will be attending in November. She was also wondering if the membership wanted to make a donation to the hurricane disaster relief, since they did donate \$1,000 after 9-11. Linda Benson is interested in special benefit information that any members might have. Her department has opted out of their current workers compensation and PERS medical (15%, health and 40% dental & vision) and will save thousands of dollars in doing so. Kathy Glick informed the group that any donations to the hurricane Katrina fund could be specified to stay in our area. Linda Harlow said that they had 2 firefighters that went to Mississippi on the FEMA mission. Shawn announced that they got a FEMA grant for wildland gear, turnouts and training. Gail Fullerton's department has also received a grant for SCBA equipment. Linda thanked Angelica for hosting the meeting, it was a great location, the food was fantastic and so were the raffle prizes!

9. NEXT MEETING:

December 2nd, St. Helena Fire Protection District, speaker is Karen Newburger (the PJ Lady) an inspirational speaker that lives in Marin County. She will not be charging us for speaking, but has asked that we make a \$200.00 donation to a charity of her choice.

10. ADJOURNMENT:

M/S/C – Shawn Crawford/Joyce Engler to adjourn the meeting at 1:37 p.m.

Respectfully submitted,

Karen S. Franssen

Karen S. Franssen, Recording Secretary