



ADMINISTRATIVE FIRE SERVICES SECTION

CALIFORNIA FIRE CHIEFS ASSOCIATION SOUTHERN DIVISION

AFSS QUARTERLY MEETING MINUTES

December 12, 2006

**HOSTED BY: Big Bear City Fire & Laguna Beach Fire
at Etiwanda Gardens in Rancho Cucamonga**

A. CALL TO ORDER/INTRODUCTIONS:

- President Mary Scott called the meeting to order at 09:05 hours.
- Deanne Johanson led the flag salute.
- Carrie Joyce read an inspirational poem about peace, hope, love and joy called "Friendship".
- Rancho Cucamonga Fire Chief Peter Bryan welcomed everyone to his city. He thanked AFSS and all administrative personnel for everything they do for the fire service. He also thanked everyone who helped with registration at the annual Cal Chiefs Conference.
- Self-introductions were given by the attendees. First time attendees were recognized as Linda Daugherty from Riverside Fire, Linda Hare from Loma Linda Fire, Sylvia Sanchez from Cathedral City Fire and Janet Vines-Mott from Palm Springs Fire.

B. PRESENTATION OF TOYS:

Sylvia Diaz accepted the donation of toys from the members on behalf of the local burn centers. Mary Scott presented her with a certificate of appreciation for her work.

C. APPROVAL OF MINUTES:

The September 2006 quarterly meeting minutes were distributed and reviewed.

MOTION: Robin Brock moved to accept the September 2006 quarterly meeting minutes as distributed. Ronda Guillaume seconded the motion. Vote: All ayes.

The September 2006 meeting minutes were approved with no corrections.

D. APPROVAL OF TREASURER'S REPORT:

Treasurer Becky Timmers distributed and reviewed the 4th quarter 2006 treasurer's report. It indicated the Southern Division has net assets of \$20,458.63.

MOTION: Kathy Ford-Brodersen moved to approve the 4th quarter 2006 treasurer's report as distributed. Carrie Joyce seconded the motion. Vote: All ayes.

The 4th quarter 2006 treasurer's report was approved with no corrections.

E. SECTION CHIEF'S REPORT:

No report was received from Chief Putney.

F. CORRESPONDENCE REPORT:

Corresponding Secretary Roberta Mirzayans reported that a card shower was sent to members Lisa LeCates and Becky Timmers for their recent illnesses.

G. COMMITTEE REPORTS:

Bylaws Committee

No report was received from this committee.

Communication Committee

Sylvia Diaz received a report from Darilyn O'Dell; she would like members to send anything they would like to include in the Fire Circle to her.

Historical Committee

Joyce Becker reported that she would be updating Snapfish with new pictures. She reminded everyone to send her any updates of your email address.

Membership Committee

Terrie Villalpando reported that we currently have 139 members. She thanked everyone for helping to promote AFSS.

Ways & Means Committee

Amy Lidster was not present. Becky Timmers reported that she and Amy had discussed moving forward on purchasing various items such as water bottles, business card holders, splash boxes and luggage tags. These items will be ordered and would be available at the March meeting.

Education Committee

Celia Contreras was not present. Sylvia Diaz reported she has been working hard and corresponding with the northern division committee for ideas. Our committee currently has only two (2) members and is looking for volunteers. Please send your educational topic ideas to Celia. Mary Scott noted that Dr. Mills from the Counseling Team contacted her and is willing to speak at any of our meetings if we would like.

Conference Committee

Sylvia Diaz reminded everyone that the AFSS Annual Conference would be held this year in South Lake Tahoe, April 17-20, 2007. The Northern Division is hosting the conference and the registration packets should be going out soon.

H. MEMBER OF THE YEAR:

Mary Scott reported that the board had received several nominations for member of the year. The board reviewed the nominations and has chosen Joyce Becker to receive this year's member of the year award. Joyce was presented with a helmet necklace and a plaque.

Mary announced the Member of the Year nominees Ronda Guillaume, Lisa LeCates and Terrie Villalpando. She congratulated them all and presented them with a gift from the board.

I. EDUCATIONAL PROGRAM

Upland Fire Chief Michael Antonucci presented an excellent educational program on leadership techniques to the attendees.

J. SPECIAL RECOGNITION

Ronda Guillaume reported that the December See's candy sale grossed \$4748.00 of which we received almost a \$1400.00 profit. She recognized the top sellers as Judy Blumberg with \$886.00 in sales, Carrie Joyce with \$792.00 in sales, Sylvia Diaz with \$728.00 in sales and Amy Lidster with \$692.00 in sales. Ronda thanked everyone who participated for a wonderful job.

K. OLD BUSINESS:

- Election Results

Mary Scott reported that there was only one (1) nominee per position so membership voting wasn't necessary. The new board members will be Becky Timmers, 2nd Vice President; Lisa LeCates, Treasurer; Darilyn O'Dell, Recording Secretary. These positions will be installed in April 2007 at the annual conference.

L. NEW BUSINESS:

- Quarterly Charitable Contribution

Mary Scott reported that the board received no requests this quarter for a charitable contribution. The board discussed the issue at their last meeting and agreed to award this quarterly contribution to Chief Putney's organization that provides medical assistance and supplies to the Dominican Republic.

- Quarterly Meeting Locations

Mary Scott thanked the ad-hoc committee for their work this past year. She also thanked Corona Fire for their commitment to providing the meeting location. The board announced that this ad hoc committee is now terminated. The meetings will return to the locations being hosted by agencies throughout the Southern Division. These agencies have volunteered to host the following 2007 meetings:

March 2007 – Santa Fe Springs Fire

June 2007 – Monterey Park Fire & West Covina Fire (pending department approval)

September 2007 – Orange County Fire Authority

December 2007 - Palm Springs Fire & Cathedral City Fire (this meeting may be moved to a Friday, pending membership approval)

- North & South Joint Executive Board Meeting Update

Mary Scott reported that the joint eboard meeting took place in Riverside on October 1, 2006. Key points of the meeting included:

- Final approval of the PRP Level I and II documents. The time-in-service requirement has been eliminated.

- They cleared up a misunderstanding regarding the rotation of the by-laws committee. The Northern Division and Southern Division will continue to work together; the responsibility of editing the document will rotate each year between the divisions. This will assure accuracy of the document.
 - Both divisions will send representatives to the Cal Chiefs Strategic Planning workshop at Dixon in January 2007. Sue Beville, Northern Division President will be the “voice” this year. She will review AFSS’s accomplishments for 2006.
 - The Northern Division reviewed the schedule for the AFSS Annual Conference in April 2007 at South Lake Tahoe. They have contracted with Gordon Graham to be one the keynote speakers.
 - The Northern Division Education Committee has offered to assist Celia Contreras with her duties as our committee coordinator and has invited her to attend their next meeting.
- Membership Renewal and Receiving Fanouts
A discussion was held regarding a member whose department no longer sponsors her membership would like to continue receiving our fanouts. Barbara Altizer felt that this doesn’t cost us anything, and we should continue to send the fanouts to individuals who want to receive them, especially if their organization does not support AFSS membership. She didn’t think it would be a violation of the bylaws.

Barbara Altizer also suggested that a scholarship be set up for those who would like to become AFSS members, but do not have their agency’s financial support. She would like to see this included in the Phil Armentrout scholarship. The group discussed the issue. The board will take the suggestion under advisement and bring their recommendations back to the membership for a vote at the March meeting. We will continue to send the fanouts to this member.

- AFSS Brochures
Mary Scott discussed the AFSS brochure she had received from the Northern Division. She would like us to produce our own, division specific brochure. Ronda Guillaume noted that Nancy Haglund has the original artwork. She suggested that we might be able to find a vendor to sponsor the printing. Robin Brock’s husband had designed a former brochure, she will check with him to see if he still has the artwork and would be willing to produce a new brochure. Becky Timmers suggested that the brochure be produced without the registration form due to changes in fees, etc. It was also suggested that we contact the Northern Division and discuss the use of the same brochure for both divisions.

M. ROUND TABLE DISCUSSION:

Sandy Magallanez, Chino Valley FPD – She reported that their new Station 63 will be opening in January. They are in the planning stages for their next station. Her department is currently recruiting for deputy fire marshal. They have five (5) firefighter/medics in backgrounds. The department is participating in “Make a Child

Smile" program this week. They are hosting 130 underprivileged children to a shopping spree.

Colleen O'Keefe, West Covina Fire – They have a new fire marshal. They have recently had a large turnover in personnel and still have some vacant positions.

Yvette Becker, Monterey Park – One of their battalion chiefs will be retiring soon, the position is being flown. They will also be hiring for a fire marshal, entry-level firefighter and management analyst.

Carole Borries, Montebello Fire, retired – She assisted Darilyn O'Dell with a recent report on Hurricane Katrina for the Fire Circle.

Barbara Altizer, South Pasadena Fire, retired – This has been a year of many changes for her. She sold her house and is living with her daughter. She loves every minute of retirement. She received a Christmas card from former AFSS member Laurie Rice.

Kathy Danskin, Orange County Fire Authority – Their first female has qualified for promotion to battalion chief, she is currently on the eligibility list. They are be having a lot of upcoming retirements, thus many promotions.

Kathy Harris, Orange County Fire Authority – They recently held an academy graduation. They are currently recruiting for deputy fire marshal in the haz mat division.

Karen McCoy, Riverside City Fire – Her brother was promoted to sergeant for the City of Riverside Police Department. They will be opening a new fire station in April 2007; they are currently recruiting to fully staff this station. The department is in the process of drafting an RFP for a training center and USAR building. She thanked everyone who helped with Cal Chiefs' conference in October. They were told the conference would make Riverside it's home.

Carrie Joyce, Laguna Beach Fire - Their safety personnel has increased their retirement benefits to 3% @ 50. They are currently remodeling their old stations.

Terrie Villalpando, Corona Fire – Nine (9) new firefighters are currently going through orientation. They have a new female fire inspector. Their fire marshal has retired and will be recruiting for the position soon.

Stephanie Ortiz, San Marcos Fire – This is her first meeting this year. Her fire chief has retired; a new one is on the job. They also have a new inspector for weed abatement. They have opened a new station and are in the bidding process for their new Station 4. They will be now hiring lateral firefighters.

Lisa LeCates, El Segundo Fire – She noted that there are several federal grants closing soon. They have received a new USAR vehicle from a previous grant. They used it last week for a trench rescue. She has a new fire chief who is a huge advocate of AFSS. The just went out to bid for a new station.

Stephanie Smith, Murrieta Fire – Their new fire chief started in July. A fifth engine company has been authorized by city and will be hiring to fill the openings. Their new Station 4 will be dedicated to Phil Armentrout.

Joyce Becker, Ontario Fire – Her department just hired new nurse administrator. They currently have four (4) firefighters in background. One of their dispatcher's 12-year-old son died yesterday in a skateboarding accident. They have a new station in the development process. They will be temporarily moving their Fire Prevention offices while city hall is being remodeled.

Janet Walker, Rancho Cucamonga – They are currently searching for a location for their 7th station and headquarters. They will have a new fire marshal by end of year. They just filled a vacant management analyst position. They will be starting a new firefighter academy in January 2007. The city has a new mayor. Janet announced that she was just promoted to management analyst II.

Linda Hare, Loma Linda Fire – Their fire chief recently resigned, the acting chief is from the City of Redlands.

Shelly Hill, Pala Fire – They are in the process of building a new station near the casino. They anticipate completion in 12 – 18 months. They sponsored several firefighters to medic school; they have graduated and are on the floor.

Carol Tousignant, Morro Bay Fire – Their administration has moved into a modular building. Voters passed a tax increase to be used for a new station. They have added a new engine bay at a previous station with funds from a grant. She thanked everyone for the condolences on the passing of her dad.

Carol Montag, San Bernardino County Fire – They just completed Station 53 in Baker. They have received the Assistance to Firefighter's grant that will be used for SCBA's. They just completed their first captain's academy; an engineer's academy will be starting soon.

Deanne Johanson, Big Bear City Fire – They have hired a new office assistant. The Assistance to Firefighter's grant was received and will be used for fire shelters. She reminded everyone to keep the families of the deceased firefighters from the Esperanza Fire and Mercy Air personnel in your prayers.

Robin Brock, Rancho Cucamonga Fire - She suggested we highlight a committee at each meeting and add them to agenda. They could discuss their goals and other committee announcements.

Jeanne Bodine, Downey Fire – They just completed a battalion chief's test.

Eileen Dirksen, Redlands Fire – They have a new fire chief. They just graduated another fire academy; new people, new challenges. They are working on pandemic flu planning with local agencies.

Judy Blumberg, Palm Springs Fire - They are in the process of hiring five (5) firefighter/medics and a new fire prevention specialist

Ronda Guillaume, Cathedral City Fire – Her new fire chief is very supportive of AFSS. They will be taking delivery in spring of a new engine and tiller truck. They have changed the requirements for their recent firefighter/medic recruitment; they relaxed the academy prerequisite and will be sending them through their own academy. They will be hiring for a new secretary position.

Becky Timmers, North County FPD – They recently closed the bidding process for a station remodel, the bids came in twice as expensive as they expected. They recently took delivery of a new engine and an ambulance that they purchased earlier in the year has turned out to be a lemon.

Christine Flores, Rancho Cucamonga Fire – She suggested that the December 2007 quarterly meeting in the Palm Springs area be moved to a Friday.

Roberta Mirzayans, Burbank Fire – They will have a new battalion chief in January. Their haz mat specialist has resigned; they are working on filling the position. One of their captains is temporarily filling the disaster coordinator position.

Mary Scott, Chino Valley FPD – Ronny Coleman is doing a standards of cover study for their department. Her department is recognizing a military family each month and is also participating in gift programs for abused children. She recently participated in the Golden Guardian disaster drill. Mary announced that she would be participating in another MS walk on April 15th. Her group is called “Mary’s Walkers”.

Sylvia Diaz, Hermosa Beach Fire – She reported that her department is very short staffed, but trying to keep their moral up. They hired a new firefighter last week. Their assistant fire chief is retiring.

Kathy Ford-Brodersen, North County FPD – She recently completed an EOC design and function class at CSTI and will be heading the department project to develop a new EOC.

N. ADJOURNMENT

Mary presented certificates of appreciation to Carrie Joyce and Deanne Johanson for hosting this meeting.

With no further business, the meeting adjourned at 13:25 hours.

The next meeting will be held on Tuesday, March 13, 2007. It will be hosted by Santa Fe Springs Fire at Santa Fe Springs.

Kathy Ford-Brodersen

Kathy Ford-Brodersen
Executive Board, Recording Secretary

AFSS Quarterly Meeting Minutes
December 12, 2006

AFSS Southern Division
Quarterly Meeting Attendees
December 12, 2006

Altizer, Barbara	So. Pasadena FD (retired)
Becker, Joyce	Ontario FD
Becker, Yvette	Monterey Park FD
Bloxtton, Elena	Murrieta FD
Blumberg, Judy	Palm Springs FD
Bodine, Jeanne	Downey FD
Borries, Carole	Montebello FD (retired)
Brock, Robin	Rancho Cucamonga FD
Brosnan, Fran	Ontario FD
Connors, Gloria	Chino Valley FPD
Danskin, Kathy	OC Fire Authority
Daughtery, Linda	Riverside Fire
Dennis, Jody	Monrovia FD
Diaz, Sylvia*	Hermosa Beach FD
Dickerson, Alison	Redlands FD
Dirksen, Eileen	Redlands FD
Donley, Kathy	Colton FD
Douglas, Michelle	Colton FD
Flores, Christine*	Rancho Cucamonga FD
Ford-Brodersen, Kathy*	North County FPD
Galvin-Palmer, Peggy	Pasadena FD
Guillaume, Ronda	Cathedral City FD
Guzman-Wulfekuhl, Ali	Culver City FD
Hare, Linda	Loma Linda FD
Harper, Kelley	Corona
Harris, Kathy	OC Fire Authority
Henderson, Suzy	Colton Fire
Hill, Shelly	Pala FD
Johanson, Deanne	Big Bear City FD
Joyce, Carrie	Laguna Beach FD
LeCates, Lisa	El Segundo FD
Magallanez, Sandy	Chino Valley FPD
Mirzayans, Roberta*	Burbank FD
McCoy, Karen	Riverside FD
Montag, Carol	San Bernardino County FD
O'Keeffe, Colleen	West Covina FD
Ortiz, Stephanie	San Marcos FD
Rannals, Karlana	Rancho Santa Fe FPD
Ross, Zelda	Downey FD
Sanchez, Sylvia	Cathedral City FD
Scott, Mary*	Chino Valley FPD
Serven, Joann	Murrieta FD
Smith, Stephanie	Murrieta FD
Slusher, Ruth	Santa Fe Springs FD
Tavis, Kay	Upland FD
Thomas, Cathy	Ontario FD
Timmers, Becky*	North County FPD
Toney, Becky	San Bernardino County FD
Tousignant, Carol	Morro Bay FD
Villalpando, Terrie	Corona FD
Vines-Mott, Janet	Rancho Cucamonga FD
Walker, Janet	Rancho Cucamonga FD

*Denotes Executive Board members