



AFSS North E-Board Meeting Minutes August 14, 2015

Host: Valerie Erwin
Location: Cosumnes Fire Department, Elk Grove, CA

Attendance:

Valerie Erwin President / Cosumnes Fire
Wendy Crosthwaite ... 1st Vice-President / Sacramento Regional Fire/EMS Com. Center
Mollie Meyer 2nd Vice-President / Metro Fire
Joyce Engler Treasurer / Truckee Fire
Nancy Tillotson Recording Secretary / Vacaville Fire
Chrissy Niven Conference Coordinator / Alameda County Fire
Jodi Martin Rescue Fire Protection District
Gina Hamilton Redwood City Fire Department
Tramane Soberanes... Redwood City Fire Department

Call to Order: 9:15 am by Valerie Erwin

Additions / Approval of Agenda:

Changes requested by Valerie E.

- Add - Facebook as #3 under 3b (Communications)
- Remove – Approval of June 18, 2015 Quarterly Meeting Minutes

Wendy C. motioned to approve, Nancy T. second, all approved

Approval of E-Board Minutes of June 12, 2015:

Correction to Susan Kim's department name to Southern Marin as listed under attendance section, requested by Mollie Meyer.

Joyce E. motioned to approve, Wendy C. second, all approved

President's Report by Valerie E.

No additional items. All items will be covered under the other items on the agenda.

Treasurer's Report by Joyce E.

No report available at this time.

Correspondence Report

No report available.

Old Business:

- a. CalChief's Conference by Valerie E.
September 21-24, 2015 in Long Beach, CA
All Board members are requested to attend. Nancy T. will not be able to attend.
Joint E-Board meeting is scheduled for Tues., Sept. 22nd (9:00-noon). The Northern Board will preside.
- b. Conference 2016 by Chrissy Niven
April 27-29, 2016 / Resort at Squaw Creek, Lake Tahoe
Installation dinner will be Thursday night.
- c. September Meeting by Valerie E.
EVOC, Sept. 17, 2015 at Mather Air Force Base
Flier has been sent out with the release of liability form.
- d. Joint E-Board Meeting
August 25, 2015 Conference Call – Cancelled
- e. PRP
We are looking for members who have completed PRP2.
The Board would like to create a review committee of AFSS PRP peers.
- f. Audit
AFSS member, Sue Beville has completed a portion of our audit process.
The Board has reviewed and discussed the report. Some recommended suggestions have already become current practice. The audit will be shared with the membership once it is completed.

New Business:

- a. Member of the Year -- Open for nominations.
- b. Years of Service Awards -- working on the list
- c. E-Board Elections -- Valerie Erwin
 - Sept. general meeting, nominations open
 - Dec. general meeting, elections
 - Open Positions
 - i. Recording Secretary – Nancy Tillotson (nominated)
 - ii. 2nd Vice President –
- d. Conference Scholarship
 - Based on quarterly training attendance at general membership meetings.
 - Recipient will be drawn at random at the Dec. general meeting.

e. Carol Abraham Scholarship

- 1st Time Attendee applications due Dec. 1st
- Dec. general meeting, selected
- Based on the balance remaining in the scholarship fund as of Dec. 31st, available to any active member. Application must be submitted by Jan. 30th. Recipient will be drawn at random and awarded by Feb. 2nd.

f. Charitable Donation Program

- Deadline is January 1st.
- E-Board to select organizations for the year.

g. Position Task Books

The Board has been tasked with going through SOGS in regards to each of their current positions. Bring the role / responsibility description current for the incoming person, include timelines. Committee overseeing, etc. If you have previously held another position, include what you did.

- Due at Oct. E-Board meeting. Bullet List, dates / times.
- Past President
 - 1) Add to the E-Board.
- 2nd Vice President
 - 1) Chairperson of the Charitable Donation Program
- Corresponding Secretary
 - 1) Create Presenter Certificates
 - 2) Create Years of Service Certificates
 - 3) Send out invitations for the Years of Service Awards

Committee Reports:

a. Bylaws – Joyce Engler

SOG's – one change from June general meeting has been made.

b. Communications

- Newsletter – E-Board member articles are due Monday, August 17th. Mollie and Valerie discussed Constant Contact options regarding electronic distribution. Click & expand for additional information, offers great tracking capabilities. Mollie was asked to prepare a demo/ presentation to present at the Joint E-Board Meeting in Sept. 2015. A motion of support was presented to explore Constant Contact as an enhancement to our communication technology. Joyce E. made a motion to move forward, Wendy C. 2nd motion, all approved.
- Website – nothing to report.
- Facebook -- Mollie Meyer
Things are going ok. Say you are attending AFSS events.

c. Education & Training – Tramane Soberanes and Gina Hamilton,

- Dec. 2015 – Retirees attend this meeting. Training topic does not need to be job specific, more general to life skills.
- Discussion has had regarding educational topics and resources.

- d. Historical – Jodi Martin
Nothing to report
- e. Legislative – Valerie for Meghan Scannell
Legislature reconvenes from Summer Recess on August 17, 2015.
CalChief's is currently supporting the following bills:
- AB-203 – One of the Bills on the State SRAP
 - SB-612 – Hazardous Materials. CalChief's is a co-sponsor with the State Fire Marshall. Funding was recently received to assist with disposal of fireworks
 - GEMT – Still a hot topic & being address by the CalChief's Legislative Task Force.
 - Legislative updates are always available on the CalChiefs website.
- f. Meeting host Coordinator – Jodi Martin
Board consensus is to move all general membership meetings back to Friday.
- Sept. 17, 2015 - Mather
 - Dec. 4, 2015 - Vacaville
 - March 18, 2016 - Redwood City
 - June 17, 2016
 - Sept. 16, 2016
 - Dec. 2, 2016
- g. Sunshine – Nancy T. on behalf of Sallie
Board member articles are due Monday, Aug. 17, 2015.
- h. Ways and Means – Valerie on behalf of Lori Gay
Several items were presented to the Board as prospective merchandise.

Good of the Order:

- Sept. 16, 2015 / Excel – Level 2 (\$125)
Sacramento Regional Fire/EMS Com. Center (Wendy C.)

Adjourned at: 1:15 pm

Recorded by,

Nancy Tillotson

Nancy Tillotson
AFSS North, Recording Secretary