



ADMINISTRATIVE FIRE SERVICES SECTION • SOUTHERN DIVISION



AFSS Quarterly Meeting Minutes

September 13, 2011
Hosted by Hermosa Beach Fire Department

A. **Call to Order and Introductions:**

- President Valerie Nellis called the meeting to order at 9:23 a.m.
- Karen McCoy, Riverside City Fire Department, led the flag salute.
- Karen McCoy, Riverside City Fire Department, provided the inspiration.
- Captain Brian Grebbien, Hermosa Beach Fire Department, welcomed everyone to the meeting.
- The attendees gave self-introductions.

B. **President's Report:**

President Nellis reported on the following:

- We will continue to sustain “one voice” with the Northern Division.
- The Executive Board met on July 22, 2011 and had a very productive meeting.
- Review of her commitment to focus on education.
- Upcoming opportunity to join PRP Committee to review content and requirements.
- President Nellis will be sending out a request for input to our 2011-2012 Strategic Planning goals.

President Nellis presented a plaque of recognition for service to the Executive Board to Past Treasurer Renae Rasmussen.

C. **Consent Calendar:**

Members reviewed the Minutes of the June 14, 2011 meeting and Treasurer's Report.

Motion: Carol Tousignant (Morro Bay, retired) moved to approve the Consent Calendar.
Barbara Altizer (South Pasadena, retired) seconded the motion. Vote: Unanimous.

D. **Section Chief's Report:**

Chief Antonucci was not present and no report was given to present.

E. **Correspondence Report:**

There was nothing to report.

F. **Committee Reports:**

Bylaws Committee – Barbara Altizer

There was nothing to report.

Communications Committee – Robin Brock

Robin was not in attendance; however she requested that Corresponding Secretary Vicki Varnes share the following:

The Communications Committee needs members! Our primary means of communication is the Fire Circle. We are continually striving to produce a newsletter that addresses the needs of our membership, but with little feedback, or input, we are struggling. Should the membership consider putting the newsletter on the back-burner for awhile and focusing their efforts on the website or other communication tools? Does anyone have any suggestions?

As our President said in her recent Fire Circle article, "new thoughts, new ideas and new participation help to make us grow and survive. It takes all of the different skills, personalities, thoughts and hopes of our members to make AFSS work."

Conference Committee – Darilyn O'Dell

The committee had nothing to report at this time.

Education Committee – Sandy Magallanez

Sandy was not in attendance at the meeting, however she asked committee liaison Karen McCoy to ask members to assist the Education Committee with finding education topics and speakers. Barbara Altizer and Carol Tousignant offered to make phone calls if given a list of contacts. Laura Walters offered to open their training opportunities to the membership and to offer training ideas to Sandy.

Historical Committee – Lisa LeCates

The committee had nothing to report at this time.

Membership Committee – Liz Dibb

Liz reported that the membership drive is in full swing and she has received renewals. Many members have not paid yet and are waiting on payment as budgets get approved. She will follow up with members as needed.

Ways and Means Committee – Sylvia Moreno

Submitted to the Eboard at the April Eboard meeting was the idea of a "travel size" vehicle or desk Emergency Kit.

Again, we continue to look for new items and more committee members.

G. Educational Program:

Lourdes Baez, Microsoft Office Specialist with LB Training, Personal Computer Training Services presented "Navigating through the AFSS Membership Resource Directory (and other Excel tips and tricks".

H. Old Business:

President Nellis reiterated the Annual Conference would be co-located with the OPS Chiefs Section Conference in Monterey in March. She stressed the importance of booking a room at Embassy Suites (where the conferences will be held) now since other options are limited in that area.

I. New Business:

Charitable Contributions

Treasurer O'Dell reported that she received one request for the quarterly charitable contribution. After discussion, the \$200 charitable contribution will be given to the family of newborn Johanna Bulatoa to help cover the medical expenses for a heart transplant since the family's insurance would not cover it. Baby Johanna was nominated by Terrie Rubio from Corona Fire Department.

It was reported at the meeting that Johanna passed before she had surgery, but that the contribution would help towards the huge medical bills facing her family.

Cal Chiefs Conference September 26-28

1st Vice President Karen McCoy reported that she has scheduled the volunteers for registration and the booth at the vendor faire. We are donating 100 wine openers as give-a-ways at the vendor faire and a \$50.00 gift certificate for the drawing.

Change March 2012 Quarterly Meeting Date

Discussion to change the quarterly meeting date from a March 2012 date since the conference will fall during that same time. A decision was made to tentatively move it to February 7, 2012 with LA County Fire hosting. Laura Walters will confirm with President Nellis as soon as possible.

Fundraising for Phil Armentrout Scholarship

1st Vice President Karen McCoy brought forward the idea to look for alternative fundraising options to fund the Phil Armentrout Scholarship since the See's Candy fundraiser has been less and less successful over the years. After a lively discussion, the following motion was made:

Motion: Liz Dib (San Miguel Consolidated FPD) moved to approve \$1,500.00, all inclusive, towards the purchase of a flat screen TV for raffle to fund the 2012 Phil Armentrout Scholarship. Ruth Slusher, Santa Fe Springs Fire & Rescue, seconded the motion. Vote: Unanimous.

Ruth Slusher volunteered to be the Fundraiser Administrator and will work with President Nellis to determine the raffle process. The winner will be drawn at the December Quarterly meeting, which will be hosted by Santa Fe Springs Fire & Rescue.

J. Round Table Discussion

Laura Walters, Los Angeles County FD – Their department has apparatus available for mutual aid. Also, she brought hand-outs from the Forestry Division warning of a Goldspotted Oak Borer (beetle) infestation and the dangers of spreading the infestation by selling infected fire wood.

K. Adjournment

With no additional business to be brought forward, the meeting was adjourned at 2:16 p.m.

Christine Flores

Christine Flores
Executive Board, Recording Secretary

September 13, 2011 Quarterly Meeting
Members in Attendance

| <u>Attendee</u> | <u>Agency</u> |
|--------------------------|------------------------------|
| Barbara Altizer | South Pasadena FD - Retired |
| Patricia Alvarez Tibbits | Anaheim FD |
| Joyce Becker | Ontario FD |
| Danielle Bryan | Anaheim FD |
| Liz Dibb | San Miguel FPD |
| Christine Flores* | Rancho Cucamonga FPD |
| Colleen Gill | Newport Beach FD |
| Marie Gonzales | Ontario FD |
| Cathee Harris | Orange County Fire Authority |
| Lisa LeCates | El Segundo FD |
| Naomi McCormack* | Cal Fire/San Luis Obispo FD |
| Karen McCoy* | Riverside City FD |
| Amalia Molina | Anaheim FD |
| Sylvia Moreno | Hermosa Beach FD |
| Valerie Nellis* | Heartland Communications |
| Darilyn O'Dell* | San Miguel FPD |
| Michelle Pearson | Pismo Beach FD |
| Renaë Rasmussen | North County FD |
| Ruth Slusher | Santa Fe Springs FD |
| Carol Tousignant | Morro Bay FD – Retired |
| Charlie Turansky | L.N. Curtis & Sons |
| Vicki Varnes* | Chino Valley IFD |
| Janet Vines-Mott | Palm Springs FD |
| Laura Walters | LA County FD |

*Denotes Executive Board Members