



AFSS North Quarterly Meeting Minutes

September 19, 2019

LOCATION	West Plainfield Fire Protection District Lillard Hall 24901 County Road 95, Davis
HOST	Meghan Scannell / UC Davis Fire Department
ATTENDANCE	
Lynda Vargas	President / West Sacramento Fire Department
Janice Parker	1 st Vice President / Sac Regional Fire/EMS Comm Center
Sallie Ross	2 nd Vice President / South Lake Tahoe Fire Rescue
Clara Turner	Treasurer / Central County Fire Department
Marisela Suarez	Recording Secretary / Cosumnes Fire Department
Valerie Erwin	Corresponding Secretary / CalChiefs
Joyce Engler	Truckee Fire Protection District
Meghan Scannell	UC Davis Fire Department
Jodi Martin	Rescue Fire Department
Jennifer Weil	Folsom Fire Department
Kimberly Ruggles	Folsom Fire Department
WELCOME	Fire Chief Cherie Rita, West Plainfield FPD, welcomed attendees and shared history and information on her department.
TRAINING	<i>Strategic Plan – Next Steps</i> Presented by Sallie Ross <i>PRP – Next Steps</i> Presented by Valerie Erwin

BUSINESS MEETING

The meeting was called to order by President Lynda Vargas at 12:55 pm.

Meeting minutes for 06.21.19 meeting were not available. It was moved by Sallie Ross and seconded by Janice Parker to table this item until next meeting. Motion carried unanimously.

President's Report – President Lynda Vargas thanked Chief Rita for allowing us to use their facility and welcomed everyone to the meeting.

Treasurer's Reports – Treasurer Clara Turner distributed reports from June through August. Motion to accept the reports was made by Joyce Engler and seconded by Jennifer Weil. Motion carried unanimously.



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Old Business

FY 19/20 Budget – Proposed budget was presented at last meeting and was approved. No action needed.

FY 19/20 Membership Campaign – Valerie Erwin reported that membership campaign has officially concluded. Additional follow-up will take place for those who have not yet renewed.

Conference 2020 – Valerie and Joyce Engler reported that Embassy Suites, Napa was contracted with for 2020 and Yosemite has put together a fabulous proposal for 2022. It was moved by Sallie Ross and seconded by Meghan Scannell that we contract with Tenaya Lodge in Yosemite for 2022. Motion carried unanimously. Further discussion took place that we'll need to make a deposit to Tenaya when the contract is executed.

Meeting Dates – An updated schedule of 2019/20 meeting dates was provided to all attendees.

New Business

SOG Revisions – Jodi Martin

Proposed revisions to the SOGs were discussed as follows:

- **Guideline 3: Dues and Fees**
Proposed revisions include increasing membership dues effective July 1, 2020 to: Active - \$75.00, Associate - \$50.00, and Sustaining - \$100.00. Life and Honorary Member dues remain unchanged. Dues received after January 1 would increase as follows: Active - \$40.00, Associate - \$25.00, and Sustaining - \$50.00. Additionally, registration fees for quarterly training would be raised to \$30.00 for members and \$35.00 for non-member registration.
- **Guideline 11: Name Badges**
Proposed revisions include the removal of language indicating that badges/replacement badges would be provided by the Membership Committee, and the addition of language indicating that name badges may be ordered by members through the Membership Committee for \$15.00 and members are encouraged to wear their badges at meetings or official functions of the organization.
- **Guideline 14: Host Agency Guidelines**
Proposed revisions include more specific language regarding the schedule for general membership meetings, the addition of a/v equipment availability, refreshments, and removing language suggesting coffee, tea and pastries. It is proposed the total expense of food and beverages per person be raised from \$18.00 to \$23.00. Proposed language was revised to indicate that cancellations are no longer reimbursable, and language was proposed to indicate the host



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agency must submit an expense report and receipts for reimbursement. Other minor modifications to language were proposed to align with these revisions.

It was moved by Janice Parker and seconded by Lynda Vargas to approve the SOG revisions as presented. Motion carried unanimously.

Carol Abraham Conference Scholarships – Lynda Vargas reminded everyone of the First Time Attendee, General Member Scholarship Application, and Attendee Drawing scholarships that will be determined at the December meeting. Requests should be submitted to Clara Turner by November 15.

Member of the Year Nominations - Lynda reported that nominations are due to her by November 15, 2019.

Charitable Donation Nominations - Lynda reported that nominations are due to her by November 15, 2019.

Committee Reports

ByLaws and SOGs – business handled above under New Business.

Communications – Lynda reported that this committee position remains vacant – we are looking for someone to take this on.

Education and Training – Christina Burroughs will begin working on topics for upcoming meetings. Send any suggestions to her.

Historical Committee – Sallie is posting on Facebook. Send her any requests.

Legislation – Meghan provided legislative report. Additional information is readily available on the CalChiefs website.

Meeting Host – Joyce Engler has secured meeting locations in El Dorado Hills in December, Santa Cruz in March, and Turlock in June.

Membership – reported above under Old Business.

Sunshine – no report. Lynda advised that requests for cards should be forwarded to Sunshine Chair Aleta Cook continues to do a great job for us.

Ways and Means – no report.

Identification of Items for Next Meeting – it was agreed that we will make “Strategic Plan Update” a standing item under Old Business on all future agendas.

Adjournment – meeting adjourned at 1:57 pm.



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Respectfully submitted,

Valerie Erwin

Corresponding Secretary
AFSS North