



ADMINISTRATIVE FIRE SERVICES SECTION

CALIFORNIA FIRE CHIEFS ASSOCIATION SOUTHERN DIVISION

AFSS QUARTERLY MEETING MINUTES

September 15, 2006

HOSTED BY: Arroyo Grande Fire Department

A. CALL TO ORDER/INTRODUCTIONS:

- President Mary Scott called the meeting to order at 09:05 hours.
- Lynn Pearson led the flag salute. She read a poem "Why Red, White and Blue?"
- Nancy Haglund read an inspirational message, "A Wonderful Message" by George Carlin. It spoke about how we seem to focus on the wrong things in life and reminded us to take the time for things that are really important.
- Arroyo Grande Fire Chief Terry Fibich welcomed everyone to the meeting and told us of the history and the current status of his multi-city department.
- Self-introductions were given by the attendees. First time attendee, Karen McCoy of Riverside Fire, Ellen Perkins of Atascadero City Fire and Judy Bremer of Paso Robles Fire were introduced as first time attendees. Nancy Haglund also introduced her department's senior volunteer, Marian Smith as a guest.

B. APPROVAL OF MINUTES:

The June 2006 Quarterly Meeting minutes were distributed and reviewed.

MOTION: Mary Hollan moved to accept the June 2006 Quarterly meeting minutes as distributed. Ronda Guillaume seconded the motion. Vote: All ayes.

The June 2006 meeting minutes were approved as distributed.

C. APPROVAL OF TREASURER'S REPORT:

Treasurer Becky Timmers was not present due to illness, thus no treasurer's report was submitted.

D. SECTION CHIEF REPORT:

Chief Putney reported on several current Cal Chiefs events. Many changes are currently being made within the State EMS system. He told everyone to take advantage of SIMS and NIMS classes as they will be required by the state for grant participation, federal disaster money, etc. He said there were many opinions from State fire officials about how the fire season will take shape this year.

E. CORRESPONDENCE REPORT:

Corresponding Secretary Roberta Mirzayans reported that she had emailed 24 fan-outs to the membership this quarter. She sent a sympathy card to Kathy Fritz on the passing of her mother.

F. COMMITTEE REPORTS:

Sylvia Diaz gave the following committee reports:

Bylaws Committee

She received no report from this committee.

Communication Committee

The Fire Circle has been sent to all members by Darilyn O'Dell.

Workshop Committee

The 2007 AFSS Conference will be hosted by the Northern Section and will be held again in South Lake Tahoe beginning on April 17, 2007. They currently have a luau reception planned. They have scheduled Gordon Graham as a keynote speaker.

Education Committee

The Education Committee reported to Sylvia that they had recently met via conference call and brainstormed the topic options for this meeting.

Historical Committee

Joyce Becker and the Historical Committee continue to collect pictures and upload them on Snapfish. If you have any pictures you would like her to post, you may email them to Joyce.

Membership Committee

The Membership Committee reported eighteen (18) new members and one (1) rejoining member this quarter.

Ways & Means Committee

Reported by: Amy Lidster

Amy discussed her findings for the new ways and means items. She is working with Ronda Guillaume whom has a business relationship with the prior vendor used for AFSS personalized clothing. Amy also has a vendor we could use that supplies Alpine Fire. She will be ordering the water bottles that were discussed at the last meeting from this vendor. Amy showed the group an oxford embroidered shirt she can get from the Alpine Fire vendor. She will update us as she gets more information.

To conclude the committee reports, Sylvia Diaz reminded everyone that we are all valuable and encouraged them to join a committee.

G. EDUCATIONAL PROGRAM:

Our scheduled speaker, Michael Bullis could not make the meeting due to a medical emergency. Chief Putney stepped up and found Lonny Rollins from Innovative Concepts. Mr. Rollins presented a power point program on working with the Internet.

H. SPECIAL PRESENTATION

President Scott presented appreciation certificates to Arroyo Grande Fire for the use of their facilities, Nancy Haglund for her hard work putting this meeting together and Lonny Rollins for the great educational presentation on such a short notice.

I. SPECIAL GUEST

David Mathe, a CSFA representative encouraged AFSS to join CSFA. He also distributed a petition for everyone to sign regarding funds for fire grants.

J. OLD BUSINESS:

- **Quarterly meeting locations**

President Scott opened a discussion regarding the quarterly meeting locations. Most agreed that they like a variety of meeting locations. Sylvia Diaz informed the group that a formal report from the Ad-Hoc Committee was promised to the board by their October meeting. It was noted that no members of the Ad-Hoc committee were present at this meeting to present their comments.

- **Membership Drive & Renewals**

Terrie Villalpando was not present but her report was forwarded to Sylvia Diaz who reviewed it during the committee report portion of the meeting.

- **Executive Board Nominations**

Christine Flores discussed the 2007 AFSS Southern Section Board nominations received. The upcoming 2007 elections will be filling the positions of treasurer, recording secretary and 2nd vice president. No new nominations were received at the meeting. She reported that she had received six (6) nominations for treasurer, six (6) for 2nd vice president and three (3) for recording secretary. None of these nominees had accepted the nominations to date.

- **CFCA Conference**

President Scott discussed the CFCA Conference in Riverside. Ronda Guillaume reminded the members that there was still time to register at a reduced fee. The Southern Section Board will meet on Sunday morning, October 1st, followed by the Southern and Northern Section Joint Board meeting.

- **Unwanted Magazines & E-mail Address Sharing**
Sylvia Diaz reviewed a discussion that occurred at the last board meeting regarding the selling of Cal Chiefs' member's addresses for solicitation purposes. She reported that she received a response from John Malmquist stating that Cal Chiefs' never sells nor shares the addresses of its members. David Mathe of CFSA was present at the meeting and said that he will check with CFSA regarding such practices and report back to our group.
- **Phil Armentrout Scholarship**
President Scott discussed the Phil Armentrout Scholarship to the Cal Chiefs Conference. Ronda Guillaume has drafted a guideline for this scholarship. She reviewed highlights of her draft with the group and will forward it to the board for their review. She explained to the group that the current year's Sees candy sale profits will be applied to the next year's Cal Chiefs' conference scholarship. The proceeds from the sale must exceed \$500 for the scholarship to be awarded.
- **See's Candy Sale**
In connection with the previous Cal Chiefs' Conference discussion, Ronda Guillaume reviewed and distributed the forms for this year's See's candy sale.
- **Annual Holiday Toy Drive**
Sylvia Diaz described to the group the annual toy drive that she took over last year for the Southern Section AFSS. She told everyone what a pleasure it was to present the toys to the hospitals. She is looking forward to it this year. The toys will be collected at the December meeting.

K. NEW BUSINESS:

- **Quarterly Charitable Contribution**
President Scott reviewed the process of awarding this quarterly donation. The following requests were received this quarter:
RESA Program – This request came from Carol Montag. She requested a donation to RESA (Redlands Emergency Services Academy) is for high school seniors to become familiar with a variety of emergency service professions and career options.
PFC Devin K.P. Cardenas Memorial Foundation- This request from Celia Contreras would provide a donation to the family of Army Ranger Cardenas, who was killed in a training accident. He is the son of Celia's cousin.
Jason Jobes Family Relief Fund - Becky Timmers requested a donation to this fund. Jason was the son of Fire Chief Darrell Jobes, from San Diego County. Jason was killed while coming to the rescue of a woman being assaulted on the street. The woman was saved, but Jason lost his life. He leaves behind two (2) young children.

The board discussed the requests and agreed to present this quarter's charitable contribution to the Jason Jobes Family Relief Fund.

- **Member of the Year Nominations**

Christine Flores reported that she has received several nominations for this award. She reminded the group that all nominations are due by September 27th. The board will review the nominations and make their decision at their October 1st meeting. The recipient will be announced at the December Quarterly Meeting.

L. ROUND TABLE DISCUSSION:

Sandy Magallanez, Chino Valley FPD – They are in the process of having a new station built, they anticipate completion by end of year. They have another station in the planning stages. They will soon be breaking ground for a new administration center.

Amy Lidster, San Miguel FPD – Her department had two recent retirements, a division chief and a fleet supervisor. They are currently in the process of battalion chief testing. Her new chief has begun a strategic planning process for their department. She is acting as a scribe for this process.

Karen McCoy, Riverside Fire – She announced that Barbara Mitchell has retired; she is now in her position. They will have a new station opening the first of the year. She thanked everyone for making her feel welcome.

Lisa LeCates, El Segundo Fire - Her department has a new emergency services coordinator opening. They have put out an RFP for the design and construction of a new station.

Ronda Guillaume, Cathedral City Fire, - Their fire chief retired at the end of June; they are waiting for a permanent chief to be appointed. The interim chief has been wonderful. They have received a new tiller truck and another engine to be delivered soon. The department is also in the process of planning a new station.

Linda DeClerque, Cambria Fire – She noted everything is perfect in Cambria (considering her chief was sitting next to her).

Fire Chief Bob Putney, Cambria Fire – His department is now a Community Services District; this has brought a lot of challenges. They are looking at a new building to lease for their administrative offices. They will be putting out an RFP for a new station soon. He acknowledged his department's successful CERT Program.

Michelle Pearson, CDF/Pismo Beach – They have had a lot of recent retirements, thus a lot of department movement. The Shell Beach station is currently being remodeled.

Division Chief Joel Shennum, Arroyo Grande – They have switched to a 24 hour staffing schedule in July. They are currently in the middle of a new academy. They just promoted a new captain and will be promoting for an engineer position. The department will also be hiring a new training officer that will be shared with Grover Beach Fire.

Carol Tousignant, Morro Bay Fire. – They will be moving into their temporary administration building in October. They will then begin construction of their new station.

Nancy Haglund, Arroyo Grande Fire – She thanked everyone for coming.

Roberta Mirzayans, Burbank Fire – They have two (2) battalion chiefs retiring. They have eleven (11) recruits starting a joint academy with Pasadena on October 2nd.

Christine Flores, Rancho Cucamonga Fire – They just closed the recruitments for two (2) management analyst positions and a fire marshal position. They are in the process of recruiting for firefighter and firefighter/paramedic. They currently have four (4) vacancies. The department is in the design phase for their new Station 7.

Sylvia Diaz, Hermosa Beach Fire – Her department just hired two (2) of their reserves to full-time positions; this is the first time in their history they have done this; one of the new firefighters is a female. They will begin paramedic school in October. They are now challenged with how to accommodate the facilities for the new female firefighter. On a personal note, her son was sworn into the Navy today.

Mary Scott, Chino Valley FPD – She told her story about how she and a division chief got lost on their way to the County Chiefs meeting where she was to speak about AFSS. Christine Flores and Deanne Johanson were at the meeting and covered for her. Mary will have another opportunity to address the County Chiefs at the September meeting.

Kathy Ford-Brodersen, North County Fire – She told the group of Becky Timmers' illness and wished her a speedy recovery. She requested that anyone who may have had a recent experience with designing an EOC to contact her, as she has taken on the project for her department. They will soon be going through a job analysis process for their support staff positions.

K. SPECIAL REPORT:

Chief Putney gave an overview of his recent mission trip to the Dominican Republic. This was a commitment he and his wife had made to each other many years ago. He helped with the medical section of the trip. He went to remote sites which had very rudimentary medical services. He described the poor conditions and how welcoming and thankful the people were. He is dedicated to return. He asked if any departments may have an unused 12 lead EKG monitor they would like to donate, which he will take on his next trip. He told the story about a family that they treated. After they were better, the family walked 43 miles back to the clinic to thank them for helping them relieve the symptoms that had plagued them for many years.

L. ADJOURNMENT:

With no further business, President Scott adjourned the meeting at 14:03 hours.

The next meeting will be held on Tuesday, December 12, 2006 at the Corona Fire Training Facility and will be co-hosted by Big Bear City Fire and Laguna Beach Fire.

Kathy Ford-Brodersen

Kathy Ford-Brodersen
Executive Board, Recording Secretary

AFSS Southern Division
Quarterly Meeting Attendees
September 15, 2006

Bremer, Judy	Paso Robles FD
DeClerque, Linda	Cambria FD
Diaz, Sylvia*	Hermosa Beach FD
Fibich, Chief Terry	Arroyo Grande FD
Flores, Christine*	Rancho Cucamonga FD
Ford-Brodersen, Kathy*	North County FPD
Guillaume, Ronda	Cathedral City FD
Haglund, Nancy	Arroyo Grande FD
Hollan, Mary	Ventura County FD
LeCates, Lisa	El Segundo FD
Lidster, Amy	San Miguel Con. FPD
Magallanez, Sandy	Chino Valley FPD
McCoy, Karen	Riverside FD
Mirzayans, Roberta*	Burbank FD
O'Dell, Darilyn	San Miguel Con. FPD
Pearson, Lynn	Grover Beach FD
Pearson, Michelle	CDF/Pismo Beach
Perkins, Ellen	Atascadero City FD
Putney, Chief Bob	Cambria FD
Scott, Mary*	Chino Valley FPD
Tousignant, Carol	Morro Bay FD
<i>Guests:</i>	
Shennum, Div.Chief Joel	Arroyo Grande FD
Smith, Marian (volunteer)	Arroyo Grande FD

*Denotes Executive Board members