



Administrative Fire Services Section

California Fire Chiefs Association Southern Division

AFSS Quarterly Meeting Minutes

September 9, 2008

Hosted by Corona Fire Department

A. Call to Order and Introductions:

- President Sylvia Moreno called the meeting to order at 9:20 a.m.
- Marta Dunne, Corona Fire Department, led the flag salute.
- Kelley Harper, Corona Fire Department, provided the inspiration.
- Deputy Chief John Madino, Corona Fire Department, welcomed everyone to the meeting.
- The attendees gave self-introductions. There were four first time attendees: Marci Butler (Montclair), Susan Kettner (North County), Sandy Ramsey-Wood (Cathedral City), and Liz Dibb (San Miguel).

B. Approval of Minutes:

Members reviewed the Minutes of the June 10, 2008 meeting.

Motion: Gloria Connors moved to approve the June 10, 2008 quarterly meeting minutes. Valerie Nellis seconded the motion. **Vote: Unanimous.**

C. Approval of Treasurer's Report:

The Treasurer's Report will be fanned-out as Treasurer Lisa LeCates was unable to attend the meeting. 2nd Vice President Becky Timmers reported that no budget requests were received; therefore, the 2008/2009 budget is approved as submitted. There is nothing new to report on the IRS tax exempt status.

D. Section Chief's Report:

Chief Benson was not present; however, President Moreno reported on his behalf that one of the biggest concerns that Cal Chiefs has is following the State's Budget and the impact on the Fire Service.

E. Correspondence Report:

Corresponding Secretary Karen McCoy had nothing to report.

F. Committee Reports:

Bylaws Committee

Barbara Altizer reported she attended the July Executive Board meeting in Fallbrook. Now that the Bylaws have been signed, the Southern Division will be the custodian of the master document; Valerie Nellis has agreed to be responsible for the bylaws master document.

Communications Committee

Robin Brock reported that she attended the July Executive Board meeting in Fallbrook. The focus of the committee through the Fire Circle is to tie together articles and topics as they relate to the education at the quarterly meetings and the season. A New Member Edition of the Fire Circle is being emailed to all new members. The problems with the website are still being addressed, if you have any issues please contact Darilyn O'Dell.

Conference Committee

Darilyn O'Dell reported that the Northern Division is hosting next year's annual conference in San Jose at the St. Claire Hotel, April 21 -24, 2009.

Education Committee

Sylvia Moreno reported that Kathy Ford (North County Fire) is the new coordinator of the Education Committee. Other members of the committee are Renae Rasmussen (North County Fire) and Yvette Becker (Monterey Park Fire).

Historical Committee

Joyce Becker reported that the Historical Committee has a new member – Alicia Hernandez (Chula Vista). They are continuing to scan old photos and working on the 20th Anniversary Memory Book.

Membership Committee

Terrie Villalpando reported that quite a few members have not paid their dues, which were considered past due on September 1. She is working on the Membership Directory and hopes to have it out in the next few weeks.

Ways and Means Committee

Sandy Magallanez (Chino Valley Fire) reported that the Ways and Means Committee is still in need of a coordinator. She distributed photos and a survey sheet of potential items they are looking to sell.

G. Educational Program:

The education program for this meeting was done in two sessions.

The first portion was titled "Administrative Fire Academy - A Better Understanding of Fire Service Culture, Operations and Terminology" presented by San Gabriel Fire Department Battalion Chief Richard Beckman.

The second portion titled "Celebrate Your AFSS Membership – An Overview of AFSS History, Business Practices, Activities and Programs" was presented by past and present AFSS Presidents and Board Members.

H. Special Presentation:

Sylvia Moreno presented Marta Dunne, Kelley Harper and Terrie Villalpando with certificates of appreciation for hosting the quarterly meeting in Corona.

I. Old Business:

Brochure

The assignment to development an AFSS brochure was assigned to an ad hoc committee in December 2007. Circumstances have slowed the progress and the creation of the brochures has now being reassigned to the Communication Committee. The new brochures will have the new 20th Anniversary logo and wording.

J. New Business:

Charitable Contributions

Sylvia Moreno announced that the \$100 quarterly contribution will be donated to the Kevin Vicary Family Trust.

K. Round Table Discussion

Ronda Guillaume, Cathedral City FD – The See’s Candy drive has begun. The submission deadline is November 10.

Becky Timmers, North County FPD – Nominations for the 2008 Member of the Year are due no later than October 31.

Sylvia Moreno, Hermosa Beach FD – She will be missing the next two quarterly meetings due to vacation and attendance at the National Fire Academy. Please bring gifts for all ages to the December quarterly meeting for burn hospitals. She needs a volunteer to distribute them this year as she will be out of the country on vacation.

L. Adjournment

With no additional business to be brought forward, the meeting was adjourned at 2:48 p.m.

The next meeting will be held on Friday, December 12, 2008 hosted by San Miguel Consolidated Fire Protection District.

Darilyn O’Dell

Darilyn O’Dell
Executive Board, Recording Secretary

Quarterly Meeting Attendees
September 9, 2008

<u>Attendee</u>	<u>Agency</u>
Barbara Altizer	South Pasadena Fire, Retired
Susan Bathhurst	Big Bear City Fire
Joyce Becker	Ontario Fire
Yvette Becker	Monterey Park Fire
Robin Brock	Rancho Cucamonga Fire
Marci Butler	Montclair Fire
Gloria Connors	Chino Valley Fire
Kathy Danskin	Orange County Fire Authority
Linda Daughtery	Riverside City Fire
Jodie Dennis	Monrovia Fire
Liz Dibb	San Miguel Fire
Christine Duker	Orange County Fire Authority
Marta Dunne	Corona Fire
Corinne Flores	Big Bear Lake Fire
Kathy Ford	North County Fire
Ronda Guillaume	Cathedral City Fire
Irma Gullickson	Fullerton Fire
Kelley Harper	Corona Fire
Marti Hendrix	San Bernardino County Fire, Retired
Alicia Hernandez	Chula Vista Fire
Carrie Joyce	Laguna Beach Fire, Retired
Susan Kettner	North County Fire
Sandy Magallanez	Chino Valley Fire
Debbie Matthews	Riverside County Fire
Karen McCoy*	Riverside City Fire
Gina Molina	Rancho Cucamonga Fire
Sylvia Moreno*	Hermosa Beach Fire
Svetlana Moure	Garden Grove Fire
Ana Neira	Laguna Beach Fire
Valerie Nellis	Heartland Fire Communications
Darilyn O'Dell*	San Miguel Fire
Lorrie Ortiz	Santa Ana Fire
Peggy Palmer	Pasadena Fire
Lynzi Parker	Twenty-Nine Palms Fire
Paris Prophet	Orange County Fire Authority
Sandy Ramsey-Wood	Cathedral City Fire
Renae Rasmussen	North County Fire
Laurie Rice	San Bernardino County Fire, Retired
Cathy Thomas	Ontario Fire
Becky Timmers*	North County Fire
Vicki Varnes	Chino Valley Fire
Terrie Villalpando	Corona Fire
Sheila Waddel	Brea

*Denotes Executive Board Members