



## Industrial Fire & Safety Section

4025 Fair Ridge Drive

Fairfax, VA 22033

703-273-0911



To: IF&S Section Members  
From: Chief Rick Isaacks, Chair  
Re: December 7, 2017 Board Meeting Minutes

Participating in the meeting:

Rick Isaacks  
Rick Ramirez  
Steve Carver  
John Schrader  
Roy Robichaux  
Jim Phillips

- Meeting come to order – 1000 hours EDT
- Motion to approve November's minutes; Steve Carver and Rick Ramirez
  - ✓ Approved
- Storage Tank Fires submitted for FRI
  - ✓ Topic changed to "Pre-Plan with cooperative and uncooperative partners"  
Rick Ramirez and a municipal Fire Chief
- Financial report - Ramirez
  - ✓ November's = \$525 in dues
  - ✓ November's Expenses = \$0.00
  - ✓ \$1,506 balance in 2017 budget
  - ✓ New 2018 budget has been submitted to the IAFC Board
- By- laws update
  - ✓ Board members approved
  - ✓ Jim Phillips has offered some changes in line with other sections' and the Constitution and Bylaw Committees' actions. The board will be revising the proposed changes and will post on the web site.
  - ✓ Reminder - The bylaws may be amended at any regularly scheduled meeting of the Section by a simple majority vote of the eligible members present, **provided the following steps have been accomplished:**
    - ✓ **The amendment has been reduced to writing by the Board or by not less than ten (10) members of the Section.**
    - ✓ **The proposed amendment has been distributed in writing to the membership of the Section at least thirty (30) days prior to the meeting at which it will be considered.**

- ✓ **The amendment has been sent to the Chair of the IAFC Constitution and Bylaws Committee at least thirty (30) days prior to the meeting at which it will be considered.**
- ✓ **The amendment is subsequently sent to the IAFC Board of Directors for final approval**
  
- ✓ The proposed changes are linked on the Industrial Section's website for review
  
- Communications
  - ✓ Electronic newsletter/website updates
  - ✓ Steven Ilchishin will be starting the process to setup an Industrial Section web page and Twitter site. He will be emailing the board members a framework for submitting content.
  
- IF&S section project
  - ✓ Steve Carver and Gordon Lohmeyer (TEEX) working together on a training video for "Incident Size-up for Industrial Responders. This will be a tool for industrial sites.
    - Discussion include, content, format, cost, funding mechanism. Rights to video and in-kind work performed by TEEX
  
- Fire Protection Publications (FPP) is currently developing a new edition of the industrial fire brigade manual. They are combining the two previous editions into one edition that will cover all levels of the NFPA 1081 standard. FPP are looking for locations where to stage and shoot the many photos that they need to illustrate the manual. If you or your facility are interested in the helping them, please contact Senior Editor Jeff Fortney directly. He is the project manager for this manual. [jfortney@osufpp.org](mailto:jfortney@osufpp.org)
  
- Meeting adjourned at 1045 hours EDT.