



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: January 4, 2018 Board Meeting Minutes

Participating in the meeting:

Rick Isaacks  
Rick Ramirez  
Eddie Avila  
John Schrader  
Kent Newcomb  
Roy Robichaux  
Jim Phillips

- Meeting come to order – 1000 hours EDT
- Motion to approve December's minutes; Kent Newcomb and John Schrader
  - ✓ Approved
- Pre-Plan with cooperative and uncooperative partners submitted for FRI
  - ✓ Rick Ramirez and a municipal Fire Chief
  - ✓ Program moving forward
- Financial report - Ramirez
  - ✓ December's = \$125 in dues
  - ✓ December's Expenses = \$0.00
  - ✓ \$1,306 final balance in 2017 budget
  - ✓ New 2018 budget has been approved to the IAFC Board
- By- laws update
  - ✓ Board members need to approve updated draft
  - ✓ 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**
  
- ✓ Board members will be finalizing the draft copy of the by-laws on Monday, January 8, 2017
  
- Communications
  - ✓ Send Steven Ilchishin [steve@iafc.org](mailto:steve@iafc.org) information for the Industrial Section web and Facebook pages
  - ✓ Also, review training links on the web page for accuracy
  
- IF&S section project
  - ✓ Steve Carver and Gordon Lohmeyer (TEEX) are still 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
  
- The scholarship announcement will be placed on the front page of the Industrial section's web page.
  
- FirstNet – 100% of states and territories opted-in
  
- Meeting adjourned at 1045 hours EDT.