To: IF&S Section Members  
From: Chief Reginald D. Freeman, Chair  
Re: March 4, 2015  
Board Meeting Minutes

Participating on Conference Call:
Reginald Freeman, Chair  
Rick Isaacks, Vice Chair  
Eddie Avila  
Christopher John Herman  
Kent Newcomb  
Rick Ramirez  
Steve Carver

- Chairman Freeman opened the meeting at 0900 hrs with the discussion of January’s meeting minutes.
  - Approved as read
    - Motion - Rick Isaacks
    - 2nd - Kent Newcomb

- Old Business
  - Cash Reserve Policy – The final draft of the document will be sent out to the board for approval.
  - April’s Membership Conference Call – The Communications Guide for participants and the board have been approved for use.
    - It be used and discussed at the April 1st membership conference call.
    - A WebEx meeting will be conducted for Wednesday, April 1, 2015 at 1100 hrs EST for the IF&S Section membership.
    - An e-blast will be sent out to the membership notifying them of the meeting and providing the agenda and participant’s guide.
    - Chairman Freeman will be providing John the meeting’s presentation.
  - The section will be developing tools for the membership as part of a Business Continuity Program for Emergency Managers/Chiefs.
    - Will use NFPA 1600 Standard on Disaster/Emergency Management and Business Continuity Programs as the model.
    - A review process of the standard will take place to extract the applicable and relevant information for the Fire and Industrial emergency services.
    - Eight copies of NFPA will be provided to the board to start this process – Motion by Rick Isaacks and 2nd by Kent Newcomb.
• New Business

➢ Finance

➢ John provided Rick Ramirez the 2014 end of the year budget/expense report and the 2015 budget for the IF&S Section.
➢ Rick Isaacks inquired about the upcoming FRI; will there be a membership area for the IAFC? If so, can we see if someone from the IF&S Section can be available in the membership area to answer questions.
➢ The IAFC is updating the one-page Fact Sheet for all Sections. The IFS&S Section’s has been updated and will include the names of the board members and their organizations.
➢ Chris Herman brought up to the board about the JOIFF and its training opportunities. We should look to be more engaged with them. A link to their training will be provided on the IF&S Section’s web page.
➢ Kent Newcomb will continue to push training links to John to incorporate into the web site. We need to keep out international partners in the loop.
➢ Chairman Freeman spoke to First Vice President Kerr. She is in full support of the IF&S Section and will provide any support.
➢ Chairman Freeman will be crafting a “New Membership” campaign that will award a section member a new iPad that gets the most members signed up to the section. This will occur two times a year.

• Adjourned - 0952 Hrs