



Industrial Fire & Safety Section
4025 Fair Ridge Drive
Fairfax, VA 22033
703-273-0911



To: IF&S Section Members
From: Chief Reginald D. Freeman, Chair
Re: December 1, 2016 Board Meeting Minutes

Participating in the meeting:

Rick Isaacks, Vice Chair
Rick Ramirez, Treasurer
John Shrader
John Woulfe
Ginger Gold, IAFC Controller

- Vice Chair Isaacks opened the meeting at 0908 hours Eastern
- Review of the purposed scholarship program
 - Discussion of the application process (including Ginger Gold)
 - ✓ How much
 - ✓ Municipal member with Industrial representative
 - ✓ Type of class/topic
 - ✓ Reimbursement process
 - ✓ Funding
 - ✓ Spell out specifics in the application
 - ✓ John Woulfe will provide a sample scholarship application
 - Process
 - ✓ Motion to spend \$10,000 for a scholarship program
 - John Shrader
 - Second – Rick Ramirez
 - ✓ Up to \$2,000 per award – tuition only
 - ✓ Will pay the training institute upfront
 - ✓ Class will be Industrial type topics
 - ✓ Individual submit course name, cost and a letter of support for employer
- Financial report
 - Rick Ramirez reviewed budget for 2017
 - The royalty check from Jones and Bartlett will be deposited this week
 - Ginger Gold verified that any funds remaining from FY 2016 will be carried over
 - Ginger Gold verified that any scholarship funds remaining from FY 2017 will be carried over

- Board elections
 - The following board members term expire in 2017
 - ✓ Reggie Freeman
 - ✓ Rick Isaacks
 - ✓ Rick Ramirez
 - ✓ Steve Carver
 - ✓ Kent Newcomb
 - All Sections' election process will be done electronically in line with the IAFC's:

3/10/2017	Candidate names and bios due to IAFC Staff
4/7/2017	Review and approval of electronic ballot
4/27/2017	Voting opens
6/8/2017	Voting closes
6/12/2017	Results provided to sections
 - The Election Committee will be headed up by Rick Isaacks
 - ✓ Rick Isaacks will not be running for the board position in 2017
 - ✓ Rick Ramirez is interested in running
 - ✓ John Woulfe sending Rick Isaacks last election's documents
- Meeting adjourned at hours 1000 hours Eastern