



Volunteer & Combination Officers Section of The International Association of Fire Chiefs



4025 Fair Ridge Drive • Fairfax, VA 22033-2868 • Tel: 703/273-0911 • www.iafc.org

VCOS Board of Directors

**January 31, 2014
9:00am – 4:30pm**

**Hilton Clearwater Beach, Florida
Citrus Meeting Room**

MINUTES

The meeting was called to order at 9:05am.

Board Members Present:

Chief Timothy Wall, Chair
Chief Jim Wilson, Vice Chair
Chief Fred Windisch, Secretary/Treasurer
Chief Jim Seavey, At-Large Board Member
Chief Shane Crutcher, At-Large Board Member
Chief Randy Larson, At-Large Board Member
Chief Dave Fulmer, At-Large Board Member

Board Members Absent:

Chief Dan Eggleston, International Director
Chief Ted Lowden, At-Large Board Member
Chief Mike Vaughn, At-Large Board Member

Guests and IAFC Staff:

Mr. Joe Giorgi, VFIS
Mr. Troy Markel, VFIS
Mr. Ron Oettel, Provident
Mr. Jeff Siegrist, Provident
Mr. Skip Gibson, ISO
Chief Brett Waters, VCOS Strategic Planning Committee
Ms. Kelly Ameen, IAFC staff
Chief Richard Riley, Clearwater Fire Rescue
Chief Frank Kaleyias, Ret.

Introduction and Welcome of Guests – Chief Wall

Chief Wall called the meeting to order and welcomed all in attendance. Three board members were not able to attend. Chief Moeller was not able to make it due to a conflict so Mr. Davis from IAFC will give the PPACA update. Chief Wall introduced Chief Riley of Clearwater Fire Rescue and thanked him for his department's support of VCOS and the symposium.

Chief Seavey briefed the board on a recent incident in DC that is receiving a lot of media attention. It involved a man who died from a heart attack right across the street from a fire station. Chief Metcalf was on the Today Show about this incident as well.

Chief Waters stated that he was glad to be able to attend this meeting and help with the strategic plan. He will be starting a new job in Nevada as a county fire chief.

Chief Fulmer was reinstated at his department and should return to work around February 18. There have been many lessons learned from this which should be documented and shared. IAFC created a *Fire Chief Under Attack* document many years ago which was helpful before, and it may be beneficial to update or recreate that document. Chief Fulmer will work with other fire chiefs that have gone through similar situations to document lessons learned.

Action item: Chiefs Fulmer and Eggleston will research what information is already out there and find the old *Fire Chief Under Attack* document.

Chief Wilson recently retired and will be moving back to Washington. He will still stay involved with the fire service doing some PIO work and volunteering.

Chief Larson will not be able to attend the VCOS meetings in May or August due to family weddings.

Chief Wall was re-elected for a 2-year term at his department.

Chief Windisch's fire station was remodeled, a quite complex process, but it turned out nicely. There have been many recent fires due to cold weather and people using candles, heaters, etc. Harris County is experiencing rapid growth and more firefighters are being hired.

2014 Symposium Committee Update – Chief Wilson, Chief Windisch, Chief Crutcher

Chief Windisch created a history binder of past symposia brochures and information. He is still doing more research. The binder was passed around for the board to review.

Should the registration fee be raised? Chief Windisch thinks it should be raised, but Chief Wilson mentioned that some survey comments showed concern about raising rates. The survey showed people wanted bigger meals, but the cost for providing meals is very high. Perhaps don't raise the registration fee, but then don't provide any meals either. Chief Seavey and Chief Wall stated to be careful not to change the dynamic of the symposium and the networking opportunities. By having people leave for lunch, they may come back late for sessions. Time for networking is also lost.

A/V costs were higher this past year because of the larger audience and the need for extra screens during the general session. The group needs to decide what the target profit margin should be in order to determine what needs to be cut, added, or kept. Chief Crutcher commented that raising fees would be hard on smaller departments.

In the future, we need to better explain where the registration fee is going through marketing.

Action item: Chief Crutcher will coordinate an article in the next VCOS newsletter discussing what the registration fee is used for and the benefits to attendees.

Sponsors may be able to help with some of the food costs. Mr. Giorgi agrees that attendees should stay on site for meals as much as possible.

Chief Windisch believed the profit will be around \$40,000 for last year's symposium. VCOS is relying on the symposium profits more and more to fund other projects. VCOS is taking on bigger projects because VCOS has the money from the symposium.

This year more hotels rooms were added to the rooming block. Pier 60 received great reviews on the survey.

A suggestion was made to have Chief Riley as a presenter this year. **Action item: Chief Riley will send Chief Windisch a presentation description.**

By the third week in February, the symposium committee will focus on subject matters and then work on the presenters. "Taking it to the Streets" is the theme this year.

Breakout sessions have been 1 hour and 15 minutes long, but often the presenters are just getting started and then the session is over. It might be better to have a longer breakout session length. People loved the general session, but ratings went down a bit for breakout sessions. People wanted more time in each session. **Action item: The group agreed that breakout sessions should be an hour and a half this year.**

The FEMA AFG office may want to do a session this year. There has been a drop off in volunteer and combination department applications. This could be due to SAM registration requirement, which is very complicated. The board agreed that a symposium session on "The AFG application process and how to do SAM" would be worthwhile. It would also be helpful if the FEMA AFG office created a how-to document.

Action item: "The AFG application process and how to do SAM" should be a webinar topic and also an article in the next VCOS newsletter. Mr. Oettel and Chief Seavey can also help with this topic as they have been through the process. They will coordinate with Mr. David Gudinas.

People missed sessions because of the NFFF walk. It will start earlier this year. Chief Windisch said it would start around 7am, but some people felt it should start earlier. One idea was to do 3 breakout sessions on Saturday instead of 4 and this could help with the start time issue and also allow for longer sessions. Perhaps combine the walk/run/stair climb into one event? The NFFF walk needs better marketing/advertising. Joanne from the hotel will send information to the Chamber of Commerce and other organizations to get the word out. Having more lead time this year will help. NFFF made \$7,000 last year. Chief Riley can also help disseminate the information.

The vendor and registration area needs to be reevaluated as it was very cramped. Refreshments could go down the hall near where the Curls were to help drive traffic that way to spread out the crowd. Another idea was to have refreshments in the A, B, C rooms behind where the Curls were located.

The symposium marketing approach has proven successful and no additional resources are needed in this area. However, it would be great to increase the number of new attendees through word of mouth of past attendees.

The hardest part for the symposium committee is keeping on track with the timeline. They will work to improve that this year.

It was noted that there is a need to coordinate what goes in the attendee bags ahead of time.

Chief Wall has contacts willing to shuttle people to/from airport for the next symposium.

Breakout Groups for 2014 Symposium Planning

Small groups were formed to meet with hotel staff and review the hotel layout for exhibitors and registration.

Hilton staff, Ms. Shelley Smith and Mr. Todd Dixon, came to talk about this year's symposium. Chief Wall thanked the Hilton staff for all of their hard work.

The Citrus room could be used for registration. The t-shirts could go where registration was last year. The group agreed to have the major sponsors look at vendor layout plan before finalizing it to make sure they think it will work. There was a suggestion to not have vendors against the general session wall because people coming out of the general session couldn't see them. Also, vendors towards the end of the exhibiting area didn't have a lot of traffic.

Action item: Create a vendor layout plan within the next 30 days so key sponsors can validate and review it.

888 hotel rooms have been picked up in total at the Hilton. The original block of rooms on Sunday night has been filled, but some additional rooms are available at a slightly higher rate that were recently added to the rooming block. Ms. Jennifer Cooke is working with Ms. Shelley Smith to make sure the rooming block is in good shape. Additional rooms have been added for future year contracts.

Legislative Update – Mr. Davis

PPACA

On Jan. 10, the IRS released an announcement that their final implementing regulations for the PPACA's employer mandate will include an exemption which will allow employers to "generally" not count the hours of their nominally compensated volunteer personnel. While the IRS did not define how they will define "nominal compensation," they will likely do so when they release their final regulations. It is not known at this point, when they will release the regulations.

There will be a PPACA webinar presented by IAFC on Thursday, February 13, at 11:00 a.m.

Volunteer Issues

The Volunteer Responder Incentive Protection Reauthorization Act (H.R. 3747/S. 501) continues to gain cosponsors. The House bill is currently up to 22 cosponsors (16 Democrats and 6 Republicans), while the Senate bill has 10 cosponsors (9 Democrats and 1 Republican). The IAFC is continuing to advocate for this legislation and encourage members of Congress to cosponsor these bills.

EMS

The Medicare ambulance bonus payments are currently set to expire on April 1, however the IAFC is continuing to encourage Congress to adopt a long-term authorization for these payments. Historically, Congress has authorized these payments in one-year increments. However, the Senate recently released a draft bill which would provide a five-year authorization for these payments. While the House is a bit skeptical of a five-year authorization, we will likely see Congress pass a three-year authorization.

Wildland Fire

At the end of 2013, Congress passed the National Defense Authorization Act for Fiscal Year 2014 (P.L. 113-66). One of the provisions of this bill was an agreement to transfer seven C-130H heavy air tankers from the U.S. Coast Guard to the U.S. Forest Service for use as fire suppression aircraft. The agreement also transferred 15 C-23B light cargo planes, which the USFS will likely utilize for transporting either smokejumpers or cargo.

Fiscal Year 2014 Appropriations

On Jan. 17, President Obama signed the FY 2014 Omnibus Appropriations Bill (P.L. 113-76) which set funding levels for the remainder of the Fiscal Year, which ends on September 30. The overall numbers came in below the sequestration limits, and as a result, the appropriations will not be subject to sequestration. The appropriations levels for the accounts we monitor were very good, and were an increase from last Fiscal Year.

- Both the FIRE and SAFER grants were each funded at \$340 million, which was an increase of \$20 million for each grant when compared to last year

- The US Forest Services' Volunteer Fire Assistance Grant was funded at \$13 million, which is an increase of almost \$2 million when compared to last year
- US Fire Administration was funded at \$44 million, which is also an increase of \$2 million when compared to last year

The IAFC has the full numbers available for all accounts we monitor related to Homeland Security, Wildland Fire, Communications, and HazMat. Please let Mr. Evan Davis know if you have any questions or would like to know about any specific grants or funding levels.

Mr. Davis clarified that VCOS members should still approach their representatives to get them to cosponsor the bills dealing with the PPACA issue.

Chief Wall asked Mr. Davis if he could attend the next live VCOS Board Meeting on Friday afternoon at Fire-Rescue Med to give another legislative update. Mr. Davis said he would be willing and to let him know the details.

Action item: The next VCOS newsletter should focus on legislative issues. A good article would be how to write/contact congressmen about important fire service issues. The Communications Committee will coordinate with Mr. Davis on this.

Report from the Chair – Chief Wall

- TAMPA 2: NFFF is hosting this in March. VCOS is sending 3 representative – Chiefs Buckman (NFFF is paying for him), Windisch, and Collins. Chief Cooney, VCOS' NFFF representative, will also be there. VCOS will give \$5,000 to NFFF to support this meeting. NFFF is looking for more sponsors to help fund this. Currently there are about 200 attendees registered for this. Forty-five young leaders were selected to attend. The Board asked how many attendees are from volunteer or combination departments. Mr. Markel contacted NFFF and they do not have that data right now. VCOS will look into sending a few more young leaders from volunteer or combination departments.
- Target Solutions Partnership: This is on hold since they were acquired at the beginning of this year by Vector Learning.
- IAFC 2nd Vice President Election: Chief Dean is no longer eligible to run for the 1st Vice President so Chief Rhoda Mae Kerr is likely submitting for that. Chief Nathan Trauernicht is still running for 2nd Vice President. Others have until February 1 to declare they want to run.
- Review/Approval of January 9 meeting minutes: The board reviewed the January 9 meeting minutes.

Motion by Chief Seavey and seconded by Chief Wilson to approve the minutes from January 9. Motion carried.

Report from the Vice Chair – Chief Wilson

Near Miss Reporting System: VCOS contributed \$10,001 to Near Miss during the transition period when it lost federal funding. The website is being redesigned and the soft launch occurred on January 21. The official roll out is scheduled for February 1. Near Miss has the same focus of anonymous reporting to make the fire service safer. There is a renewed emphasis on training and applying lessons learned. There will be new training modules that can be customized based on length of time. There will be a part of the program that is fee-based where people can chose more customization for training. Near Miss will also become multi-discipline and owns nationalnearmiss.org where different disciplines can have their own near miss module (law enforcement, EMS, etc.).

A question was asked about the governance structure of the national near miss program. Chief Wilson explained that each discipline would have its own board, and the IAFC would have a representative on the fire service board.

Action item: Ask Near Miss program manager, Laura Bell, to be on the next VCOS call.

Report from the Secretary-Treasurer – Chief Windisch

Chief Windisch reviewed the 2013 budget results. Exact figures are unknown since these are soft numbers. The 2014 VCOS budget was approved by the IAFC Board, but Chief Windisch hasn't heard what exactly was approved.

General Account (611) – overspent by \$22,500. Chief Windisch explained that deficit spending cannot continue indefinitely. It is okay now because VCOS has money and knew there would be overspending in this account. The VCOS board needs to decide what amount it is comfortable with as a reserve/carryover. The goal has been \$100,000.

Pierce Account (612) – Overspent by \$2,500 which is very close.

VISION account (813) – Spent \$8,000 last year.

Symposium fund (812) – Right now a profit of \$39,500 is reported from last year's symposium, but Ms. Jennifer Cooke had other numbers so the exact profit is still to be determined.

Chief Windisch explained that it is hard to keep track of budget status because the IAFC financials lag behind and aren't real-time. The IAFC is working to get more a more real-time financial system in place. Chief Windisch said everyone needs to watch travel costs such as unused tickets and baggage fees. **Action Item: Ms. Ameen will contact the travel agency to find out who has flight credits for unused flights.**

VCOS owes the IAFC \$7,190 for additional IAFC staff time. Each section is given 240 staff hours and VCOS used 419.75 hours. This is understandable since VCOS is very active. There were three sections that exceeded 240 hours this past year. To cover this cost, \$3,255 will be expensed to 50500-611 "IAFC Administrative Charges" and another \$3,255 will be expensed to a new account in the 2014 budget called "Part-time contract employee." Then \$680.00 will go to a new account in the 2014 budget called "Web Support."

Chief Windisch will give an updated budget status at the May Board meeting. He also recommends a dues increase of \$5.

Motion by Chief Fulmer and seconded by Chief Larson to approve the Treasurer's Report. Motion carried.

Report from the International Director – Chief Eggleston

Chief Eggleston was unable to attend due to an issue being resolved in his department. He will provide a report to the VCOS board at a later date and apologized that he was unable to attend the meeting.

Strategic Planning Session

Chief Waters reviewed the current strategic plan. Small groups were formed to review and update the plan. Each group recorded specific changes to the plan and sent the changes to Chief Waters. Each group was asked to summarize their changes to the board.

Goal 1: This group felt the goals should look at the big picture and not be too narrow. 1.6 and 1.7 can be restructured to working with internal and then working with external.

Goal 2: Nothing major to report out. Changes were sent to Chief Waters.

Goal 3: The group looked more at the big picture and developing partnerships. Added Tampa 2 in a few places. VCOS should reach out more to SHS and get involved with them. Need more of a volunteer voice with SHS. Added NIST/UL "Do it Different" concept with new fire suppression tactics. Added cancer research.

Goal 4: Need to take a bigger picture look at this. Reach out to HR committee and diversity group and see what VCOS can do to help.

Goal 5: Virtually all are on-going. VCOS is definitely more active with government and legislative issues. Added goal of working with NVFC for legislative issues.

Goal 6: Validated sub goals. Some minor changes. Clarified definition of interoperability. Changed some status to ongoing. Active shooter fits into existing goals. It might be worth creating a separate 6.2.b for active shooter.

Goal 7: In 7.1.a a lot of examples for what VCOS has done were added. Most of the status of items is ongoing. Right now there is no formal procedure for new projects/requests. We might want to add that. 7.4.d: The IAFC is working to fix this with new software. New treasurer conference calls have been established quarterly now. Progress is being made. A three year forecast is tough, but VCOS is doing it annually pretty well.

Goal 8: The group reported that they went line by line through this goal and sent changes to Chief Waters.

The symposium should be in the strategic plan. The VCOS board needs to take the time to review the revised plan once they receive it and before the May meeting, otherwise progress will not be made.

There seems to be a lot of overlapping of goals and some could be combined to make the plan more concise.

The group noted that there have been many changes and new initiatives since the last time the strategic plan was updated. **Action Item: Chief Waters will compile all of the changes and send a revised plan to the group. This needs to be done in plenty of time before the May board meeting so board members can thoroughly review the plan ahead of time.**

There might be a need to do a separate big picture document to summarize the main goals.

Chief Waters is also working to capture VCOS history. **Action Item: Board members should send any historical information they want captured to Chief Waters.**

Wrap-Up and Executive Session

Logistics for the next day's meeting and dinner were discussed.

The meeting adjourned at 4:25pm and then went into Executive Session.



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VCOS Board of Directors

February 1, 2014

Clearwater Training Center, Florida

Minutes

The meeting was called to order at 9:03am.

Board Members Present:

Chief Timothy Wall, Chair
Chief Jim Wilson, Vice Chair
Chief Fred Windisch, Secretary/Treasurer
Chief Jim Seavey, At-Large Board Member
Chief Shane Crutcher, At-Large Board Member
Chief Randy Larson, At-Large Board Member
Chief Dave Fulmer, At-Large Board Member

Board Members Absent:

Chief Dan Eggleston, International Director
Chief Ted Lowden, At-Large Board Member
Chief Mike Vaughn, At-Large Board Member

Guests and IAFC Staff:

Mr. Joe Giorgi, VFIS
Mr. Troy Markel, VFIS
Mr. Ron Oettel, Provident
Mr. Jeff Siegrist, Provident
Mr. Skip Gibson, ISO
Ms. Kelly Ameen, IAFC staff
Chief Richard Riley, Clearwater Fire Rescue
Chief Frank Kaleyias, Ret.

Introduction – Chief Wall

Chief Wall introduced the host, Chief Riley of Clearwater Fire Rescue. Chief Riley gave a description of the department and facility and welcomed the group.

Mr. Markel provided more information on Tampa 2. NFFF doesn't have a breakdown of volunteer and combination departments, but should have that information in a few weeks. Chief Seavey recommended sending Chief Crutcher to Tampa 2 as a young leader and the group agreed. **Action Item: Chief Crutcher will look at his schedule and make arrangements to attend.** The group thought VCOS should send more young leaders to represent VCOS. VCOS should include some of its members and maybe past award winners. The board suggested sending an additional 2-3 people. Chief Heather Burford of Seminole, Florida and Chief Richard Riley of Clearwater Fire Rescue should be considered

since they are local and there would be limited cost to send them. Mr. Oettel mentioned his Deputy Chief might be a good candidate as well and VCOS wouldn't have to pay to send him.

The board raised questions about why VCOS doesn't have more real-time financial information. Chief Windisch responded that IAFC is working to get a better financial system. He stressed that VCOS is financially sound and has maintained the goal of having \$100K in reserves.

VCOS Membership Update – Chief Wall

The current VCOS membership numbers are:

- 2,354 Total members
- 1,900 Regular members
- 86 Associate members
- 65 Departmental members
- 98 Affiliate members
- 15 Past President members
- 190 Life members

Chief Wall stated that VCOS membership has been around 2,000 for many years now. He asked the board if they were willing to call new prospective VCOS members. Board members were willing to do this and suggested dividing calls by the regions of each board member. **Action item: Make calls to prospective VCOS members by region where board members live.**

A question came up regarding how many sections are allowed to have a seat on the IAFC Board. According to the IAFC bylaws, "There shall be a board of directors, which shall consist of the president, first vice president, second vice president, immediate past president, treasurer, one (1) director from each of the divisions, one (1) director selected by the Metro Chiefs Section and one (1) director selected by the Volunteer and Combination Officers Section. Up to three additional sections established pursuant to Article II, Section 3, which have and maintain a total of regular, associate, and/or departmental IAFC members equivalent to or greater than four percent (4%) of the total IAFC membership (as defined in Article II, Section 4) shall be entitled to one director selected by that section. If more than three additional sections meet those eligibility criteria, the three sections with the greatest number of qualifying members shall each be entitled to a director on the board. For purposes of establishing the eligibility criteria, the board shall certify the membership number of each section at the board meeting which takes place at Fire-Rescue International."

VCOS should do something at the symposium to recruit new VCOS members. **Action item: The Membership Committee will present a plan at the May Meeting for recruiting new members at the symposium.**

One suggestion was to offer a free 1 year VCOS membership if someone registers for the symposium, but isn't a VCOS member yet.

Attendees should only receive a discount to the symposium if they are VCOS members (not just an IAFC member). The Symposium committee will need to check to see if this is possible.

A letter is being sent to prospective VCOS members describing the value/benefit of VCOS and using the PPACA efforts as an example. **Action Item: Chief Wall will send a copy of this letter to the VCOS board.**

Ms. Ameen mentioned that some IAFC sections send emails welcoming new section members and also reminding current members whose memberships are expiring to renew their section membership. This is done by board members or section membership committees.

A VCOS recruitment promotion was conducted at the symposium and is still going on. So far six new members have joined out of the 340 non-members that attended the symposium.

The 2014 VCOS Booth Schedule is as follows:

- iWomen Conference – February 26-28, Tucson, AZ
- Pennsylvania Fire Expo – May 16-18, Harrisburg, PA
- Firehouse Expo – July 15-19, Baltimore, MD
- Fire Rescue International – August 13 - 16, Dallas, TX

Chief Wall reminded the group that if anyone plans to attend any meetings/conferences, then get on the agenda to give a VCOS update. Marketing materials can be provided to you for this. Ms. Ameen added that she will be attending the Virginia Fire Chief's Conference at the end of the month and will include VCOS materials at an IAFC booth. VFIS mentioned that they could put some VCOS materials at their table at FDIC.

VCOS 20th Anniversary – Chief Seavey

Chief Seavey presented the idea of doing a challenge coin to commemorate VCOS' 20th anniversary. A sample design was shown to the group. Three bids were received and compared. Coins could be given to all symposium attendees and there would still be some left over if 1,000 coins are ordered. Chief Windisch explained that there is \$5,000 for promotional items in the 2014 budget. Pens and decals were ordered at the end of last year so those will not need to be reordered in 2014. That means there is money in the current budget to do something like this.

Another idea was to have a special reception for VCOS members at the symposium as a thank you to commemorate VCOS' 20th anniversary. This would be good for recruitment of new VCOS members as it might entice them to join. Coins could be given only to VCOS members at this event. This reception could take place on Friday from 1-1:30 in the Waters Edge ballroom.

In addition, coins could be given out at FRI at the VCOS annual section meeting.

Cake (with VCOS logo) and punch can be given out at the VCOS booth at FRI and the symposium to celebrate the 20th anniversary. In addition, a special sign or banner could be displayed at the booth.

The board came up with a tag line to commemorate the 20th anniversary: **"Here to stay. Stronger than ever."** This can be used on the bottom of emails, in newsletters, on letterhead, on the website, etc. It can also be used on the rim of the coin along with "20th anniversary."

Action item: Chief Windisch will work on an On Scene article about VCOS' 20th anniversary. It can also be sent to others like Firehouse Magazine.

Motion by Chief Wilson and seconded by Chief Crutcher to authorize spending on 1,000 coins, a banner, a symposium reception, and incidental expenses to celebrate VCOS' 20th anniversary. Motion carried.

Diversity Report

There has been no change on this since the last meeting. The VCOS board wants to get this project moving and finished since VCOS invested funds. **Action Item: Ms. Ameen will find out who the IAFC contact is for this as it was Ms. Ann Davison before. Chief Wall will follow-up with the group working on this.**

FRI 2014 Schedule – Chief Wall

VCOS reviewed the 2014 FRI schedule developed by the Program Planning Committee. VCOS prefers to have its section meeting on Thursday from 2-3:30pm. The next best time would be Friday 8-9:30am. If the meeting must be Saturday, then 3-4:30pm would be the best time. VCOS prefers not to meet during exhibiting hours. Overall, Saturday's schedule seems very crammed. VCOS needs to find a way to get more people to the VCOS annual meeting through marketing and incentives.

VCOS History

The board went through an excel spreadsheet of historical VCOS information and updated it. Changes were marked in red and will be sent to Chief Waters and the group working on collecting this information.

Fire Chief of the Year Award

The IAFC plans to continue the Fire Chief of the Year award with Pierce. Chief Windisch talked to Pierce. The IAFC is currently working on a contract with Pierce. VCOS should recommend a combination chief of the year award.

2014 Board of Director Elections – Chief Wall

There are 3 VCOS board seats up in 2014: Chiefs Wilson, Fulmer, and Larson. More information will be provided in the VCOS newsletter. Chief Florentino is working on the elections timeline and tasks.

Review of 2014 Committee Appointments – Chief Wall

- Symposium 2014 Committee – Added Crutcher.
- Awards
 - Buckman Award: Seavey, Vaughn
 - Retention and Recruitment: Lowden, Fulmer. By March they will have deadlines finalized.
 - Safe Driving: Fulmer
 - Training Officer: Eggleston, Waters. Not sure if VCOS will offer this award this year.
- Membership Committee: Wall, Fulmer
- Booth Committee: Wall, Seavey
- Communications Committee: Crutcher, Fulmer, Larson, Fishkin
- Strategic Plan Committee: Waters. Needs others for this.
- Program Planning Council: Richards. The Program Planning Committee are the 12 individuals appointed by the President. The Council are the other individuals that represent each IAFC section, committee, and other organizations integral to FRI. Chief Richards is on the council. There is not a VCOS representative on the committee. VCOS submitted 2 people to the committee, but they were not appointed.
- Near Miss Reporting System: Wilson
- Scholarship Assignments
 - FRI \$1500 Scholarship: Vaughn, Larson. Chief Larson said that they are on pace for this.
 - Symposium \$1500 Scholarship: Crutcher, Lowden
- RECEPI Representative: Lieder. He noted that there has been little activity on this and he will touch base with the Institute to see if anything needs to be done.
- NFFF Representative: Cooney (pg. 38-41). See his attached report.
- PPACA Task Force Representative: Noonan (pg. 18) See his report. There was a PPACA call a few weeks ago and there will be a webinar in February.
- AFG Reviewers Submitted: Catrambone, Whitham. From KY and CO. Both were selected.

VISION

Ms. Corinne Baker has been working to create a new homepage look and a template for the lanes. IAFC staff has been working with Chief Parr and others to incorporate their feedback. The VISION team liked the new homepage mock-up, and Ms. Baker is moving forward with developing it. We are still waiting for content for 3 of the lanes (lanes 4, 5, and 6). Ms. Baker is creating a timeline and budget for building out the remainder of the VISION website. The VCOS board was shown the homepage mock-up and the template for the lanes.

The board felt this project needs to be moving more quickly. There should be a soft launch within 90 days followed by a full scale launch. The board asked if anyone besides Ms. Baker or IAFC staff could load the content. Ms. Baker and Chief Parr should be on the next VCOS board call. The board would like a timeline and budget from the IAFC to finish out this project.

Action Item: Chief Wall will contact Mr. Terry Monroe and Ms. Corinne Baker to get a timeline and budget. Chief Windisch will talk to Chief Parr to keep this project moving.

Friends and Supporters Updates

Mr. Gibson, ISO: A new schedule has been approved in most states. New changes will go into effect this July. Mr. Cobb recently retired. There is a new western manager. The goal for the ISO and You classes is to conduct about half a dozen. Nothing concrete has been scheduled yet. A class in March/April in Kentucky is a possibility. They are also hoping to have a class in Colorado and southern California this year. The board asked if there has been any push back on the new schedule. Mr. Gibson stated that so far it has been positive and they are getting more requests. The ISO and You classes brought in some money last year. Action Item: Mr. Gibson will write an article for On Scene about the ISO changes.

Mr. Oettel, Provident – He had no major changes to report at this time. Everything continues to go well.

Mr. Siegrist, Provident – They are in the middle of some changes. Provident is a 110 year old company and is looking at its business model and practices. Provident has some new partners to bring a new, fresh approach. There are making some internal realignments.

Mr. Markel, VFIS – VFIS is focusing on North America. Continual mergers and consolidations are happening. Paramedicine is really launching. They are seeing an online distance learning trend. Several new programs are coming out. VFIS is seeing more requests on training on the theft of public resources/money, reputation management, and use of social media. VFIS could do a class at the symposium on some of these topics. Mr. Markel added that VCOS should focus on releasing VISION in 2014.

Mr. Giorgi, VFIS – Last year was a very good year. The management issues class is the most sought out class. They are constantly reevaluating their products making sure they are valuable. He noted that Mr. Bill Jenaway is key to new products and ideas and is very supportive of getting VCOS' messages out.

Communications Committee – Chief Crutcher, Chief Larson, Chief Fulmer

There is a new VCOS community in IAFC's KnowledgeNet. Chief Crutcher gave a brief demo of KnowledgeNet. It will be promoted through Facebook, the newsletter, eblasts, and the website. Chief Wall suggested sending the information to the VCOS instructors. Chief Crutcher encouraged everyone to get on and add to the discussion. KnowledgeNet could be displayed at the booth at FRI and the symposium.

Chief Crutcher presented information about an app for the symposium. It would be compatible with ios and droid. VCOS is responsible for getting the content together. There would be some cost savings at the symposium for printing. The app allows announcements to be sent to attendees. It would contain the schedule, information on presenters and sessions, a list of sponsors, etc. A company called Feathr did a demonstration for Chief Crutcher. This is a different company than who was used for the FRI app. Chief Crutcher recommends going with the middle tier level which would cost \$2,500/year. Later, the app could be expanded to become a section app and not just a symposium app. There is potential to even tie it to the VISION project. Chief Windisch stated that \$1,800 was spent for printing the symposium guide last year. If an app is created, the brochure could be simplified and shortened. There are lots of opportunities for sponsors on the app. The board agreed to move forward with the app, but wanted Chief Crutcher to talk to the Symposium Committee for input. Action Item: Chief Crutcher should be on the next Symposium Committee call and present the app information to the group.

The newsletter has been sent to the printer. It will be sent to approximately 4,000 people including VCOS members and prospects. The newsletter will also go to IAFC leadership and will be posted on the website. The next newsletter will focus on legislative issues and will also include VCOS' 20th anniversary.

Chief Crutcher still need bios from several board members.

The Communications Committee will work on several articles for On Scene and other publications. Topics will include: AFG, Tampa 2, ISO, PPACA, iWomen, and more.

Chief Larson will be attending the iWomen conference later this month. They are offering VCOS 2 memberships. **Action Item: Chief Larson will clarify the benefits iWomen membership and the typical membership costs.**

Training

- Webinars – Chief Oprandy (pg. 51-52): Chief Oprandy recommended using the IAFC's system for webinars. See his attached report. There will be limited staff time for implementing this. Chief Oprandy will still run the webinars. The VCOS webinar email list will be given to IAFC which will allow better marketing opportunities to prospects. The webinars will also be advertised to a broader audience.

Motion by Chief Windisch and seconded by Chief Wilson to use the IAFC webinar system with the provision that VCOS webinars would remain free for non-members during the first year, and Chief Oprandy will provide supervision. Motion carried.

- Beyond Hoses and Helmets – Chief Render (pg. 53). Class requests are coming in rapidly. 10 classes are scheduled and there are two or three more in the works. There will be a class later this month in Virginia Beach that will be no cost to VCOS as a SAFER grant is paying for it.
- FROG - Chief Collins. No report submitted.
- Leading the Transition – Chief Cheves (pg. 54-55) Six classes were conducted last year. Chief Cheves is working to schedule classes for this year. There are 13 members on the committee and they have monthly calls.
- You and ISO – Chief Curl. No report submitted, but an update was given by Mr. Gibson.

New Projects/Other Business

- Chief Buckman's Concept Proposals (pg. 56)
 - White Paper on New Fire Suppression Tactics - The board agreed that this message is important to get out. Ms. Ameen mentioned that the IAFC FSTAR staff should be involved. **Action Item: Chief Crutcher will be the lead for this effort with assistance from Chief Vaughn. They should touch base with Chief Buckman and organize a conference call with the people Chief Buckman listed to be involved and IAFC FSTAR staff.**
 - TED Video Presentations – There will be a pilot video done in KY with a new young fire chief. The recommended length of the video is 3-5 minutes. A VCOS youtube channel could be created and the videos promoted on social media and the website. People across the country should be videotaped and then those clips could be compiled into a short video. **Action Item: Chief Fulmer will touch base with Chief Buckman to confirm materials and equipment needed for this project. Chief Crutcher will assist with the KY pilot video.**
- ISFSI Fire Dynamics Video Sponsorship – Chief Windisch (pg. 57) – They need \$40,000 and have \$30,000 so far.

Motion by Chief Wilson and seconded by Chief Crutcher to provide \$5,000 to the ISFSI Fire Dynamics Video and encourage other IAFC sections to contribute money to this effort. Motion carried.

- Oregon Fire Chiefs Association 360 Report – Chief Wall. VCOS will share this report through the website and VISION.

May Board Meeting

Plans are in the works for having the next live VCOS board meeting at Fire-Rescue Med in Arlington, VA on May 2-3. Ms. Jennifer Cooke is verifying that there is a meeting room available. There are plenty of hotel rooms available at \$184/night. VCOS board members should come in Thursday night or Friday morning. The VCOS board will meet at noon on Friday and then all day on Saturday. The general session will provide some information on the PPACA. VCOS should coordinate with the EMS section to mention the VCOS efforts with the PPACA during the general session. Arrangements will also be made to meet with the NVFC and/or attend their dinner meeting. Another option is to have a breakfast meeting with NVFC on Sunday and then VCOS board members can leave Sunday afternoon. **Action Item: Chief Wall will reach out to the NVFC.**

Roundtable

- CFSI – Sponsored Table at Dinner – VCOS will have a table. Board members should RSVP to Chief Wall. Ms. Ameen should plan to attend. Mr. Gibson mentioned that ISO usually has some extra seats as well.
- IAFC 2nd VP Discussion and Endorsement (pg. 6) – This was discussed yesterday. The group will wait until everything is official and then decide what to do. An update will be provided on the next conference call.
- Shell Pipeline – Chief Windisch has reached out to them, but hasn't heard back.
- Wall and Wilson - Saturday night networking event at the symposium still needs to be on Saturday. The DJ was ineffective and hard to hear. Overall, it went well. Some people thought the bar went to a cash bar too early.
- Wall-Should a VCOS member survey be conducted? It could include topics such as a dues increase, the app, website usage, etc. **Action Item: Each board member should come up with a survey question.**
- Larson- He is still concerned about the reciprocity recognition issue. This is in VISION and ISFSI has some resources. **Action Item: Chief Larson will send an email to Mr. Ken LaSala and Mr. Evan Davis about this issue. He will also encourage the IAFC board to discuss this issue.**

Wrap-Up

Logistics for dinner were discussed.

The meeting was adjourned at 4:22pm.