



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

4795 Meadow Wood Lane, Suite 100 • Chantilly, VA 20151 • Tel: 703.273.0911 • IAFC.org



VCOS Board of Directors Meeting

February 7 and 8, 2020

Embassy Suites Northwest Arkansas Hotel, Spa & Convention Center
Rogers, Arkansas

MINUTES

Friday, February 7 (at Embassy Suites Northwest Arkansas Hotel, Spa & Convention Center 3303 Pinnacle Hills Pkwy, Rogers Township, AR 72758)

Present: Chair Charles Flynn, Chief Donna Black, Chief Jason Catrambone, Chief Norvin Collins, Chief Fred Windisch, Chief Jim Cook, Chief Ron Oettel, Chief Rich Cowger, Chief Ed Rush, Chief Al Yancey

Absent:

Guests: Chief John M. Buckman III, Mr. Jeff Siegrist, Mr. Joe Giorgi, Mr. Ed Mann, Mr. David Michaels

Staff: Ms. Jennifer Bragiel

The meeting started at 10:07 am.

Welcome and Consent Agenda – Chair Flynn

Chair Flynn led the group in the Pledge of Allegiance to the United States of America. He welcomed the board and guests to the meeting and asked everyone present to introduce themselves.

The consent agenda was reviewed.

- NFPA 1720: Chief Nicholas Sohyda
- IAFC Terrorism & Homeland Security Committee: Chief Ed Richards
- Member and Leadership Collaboration: Chief Peter Struble
- Beyond Hoses & Helmets: Chief Greg Render
- FRI Program Planning Committee: Chief Tim Whitham
- Leading the Transition: Chief Ron Cheves
- VWS Updates: VWS Staff
- Membership Report
- VCOS membership numbers as of October 2019:
 - 2,431 total members, 1,824 regular members, 76 associate members, 110 departmental members, 162 affiliate members, 17 past president members, 215 life members, 15 electronic/basic members

Motion by Chief Catrambone and seconded by Chief Collins to approve the consent agenda. Motion carried.

Action Item: Next meeting everybody is to plan to bring in and share their retention tools.

Action Item: Chief Rush is to the consultant report on retention tools from Chief Cook for the newsletter.

Action Item: Ms. Bragiel to share VWS State survey reports

Education Update – Chief Buckman

Chief Buckman reviewed his education efforts. There has been a request to update the White Ribbon Report, which is frequently promoted by ESCI's Ms. Mary Ellen Harper.

Career path for officers is still being developed. Currently looking at providing an officer training schedule. Looking to start this effort in July 2020.

The VCOS relationship with LION and NVFC was discussed.

Action Item: Chief Flynn and Chief Buckman to follow up with Mr. Gramby about the MOU.

Motion by Chief Collins and seconded by Chief Catrambone that the VCOS must have an MOU with LION and the Chair will work to get the MOU straightened out. Motion carried.

There are six Surviving the Job webinars scheduled. The VCOS will be returning to WebEx for all webinars, now that it is free for the section.

There three Beyond Hoses & Helmets classes scheduled. The board discussed succession planning for instructors and VCOS Board involvement in the classes.

Member and Leadership Collaboration has not made traction. The instructors will need a refresh. Need to find a way to get departments to schedule the course.

The VCOS board discussed ESCI and potential collaboration opportunities.

Chief Buckman provided an overview of the Yellow Ribbon Report update, This will be an updated version not a second edition.

The Red Ribbon Report update was discussed. The board also discussed how this will work with the VWS grant and the education course on transitioning a department that VCOS is collaborating with them on.

Action Item: Chief Buckman is to connect with Mr. Spencer Cheatham on the VWS course.

Project Management – Chief Black, Chief Cowger, Chief Yancey

Chief Black introduced the Go No Go Worksheet. This sheet will be used for all projects moving forward to decide if we will or won't do it. The board discussed responsibilities and roles with maintaining the Excel Workbook.

It was decided to create a committee to a committee to review all projects, they will send their findings and recommendation to the board for final decision.

The lead of the project will get their sheet to fill out and keep up to date from the Excel Workbook. They will also be assigned a board member. The board member will gather the sheets and communicate with the leads. The sheets will be sent to the staff liaison to be entered into the Master Excel Workbook.

Action item: Create the Project Management Committee of 2-3 Board Members and 2-3 Non-Board Members.

Action Item: The Board Members on the Project Management Committee will be Chief Ron Oettel, Chief Rich Cowger and Chief Al Yancey.

Action Item: Chief Oettel, Chief Cowger and Chief Yancey to find 2-3 non-board members to serve on the Project Management Committee.

Action Item: The Project Management Committee is to review all current projects

Sponsors and Vendors

There was a discussion on current sponsorships and vendors. This discussion issues with processing money for conferences. It was recommended the sponsorship committee has a 2 day in person meeting at the IAFC.

Action Item: The Sponsorship Committee is Chief Ron Oettel, Chief Jim Cook, Mr. David Michaels, and Chief Fred Windisch

Motion by Chief Flynn and seconded by Chief Yancey to recess until 9am February 8. Motion carried.

Recess at 1:32pm

Saturday, February 8 (at Embassy Suites Northwest Arkansas Hotel, Spa & Convention Center 3303 Pinnacle Hills Pkwy, Rogers Township, AR 72758)

Call to order 9:07am

Review of discussion from February 7

Projects and Timelines

The board discussed various projects and whether they need to post-pone or delay projects.

The board discussed the need to spread and promote the Yellow Ribbon Report and Lavender Ribbon Report.

Action Item: Create a message about the Yellow and Lavender Ribbon Reports to be sent to all chief associations.

The board discussed the need to improve communication and collaboration with other sections. It was recommended to have a board member serve as liaison to each section.

Action Item: Executive Committee to develop a letter to send to the other sections about having a VCOS Board Member liaison.

Symposium in the Sun

Symposium in the Sun went very well. It generated a new record amount of profit. The board discussed changes for 2020, including different partner events. Having a couple

classes for spouses was discussed. It was recommended that these classes could be on mental health and cancer as these two topics greatly impact the spouse.

Symposium in the Spring

Chief Collins provided an update on Symposium in the Spring. The event needs more registrations, as registration is behind last year's numbers. The presenter schedule is set. Looked into cancelling the even, but the numbers to cancel were not feasible for the section. Ms. Sara Stehle is reserved but hopeful that registration will improve.

Action Item: Send requests for brochures to hand out to Ms. Bragiel.

The board discussed ways to promote the event and increase registrations.

Friends and Supporters

Mr. Siegrist informed the board that Mr. Barry Balliett has officially retired. He also explained that Mr. Ulrich Mauser and himself will be retiring at the end of this year. He reassured the board that Provident will maintain the same level of commitment and emphasized the importance of both parties remaining aware of the transition.

Mr. Giorgi informed the board that Dr. Bill Jenaway has officially retired. He reintroduced Mr. David Michaels who will be taking over Dr. Jenaway's position with VFIS. VFIS was purchased last year, but it remains autonomous.

The VCOS board thanked the friends and supporters for being at the meeting and providing guidance.

Secretary/Treasurer's Report – Chief Windisch

Chief Windisch reviewed the VCOS budget from 2019. He emphasized that board travel and meeting expenses need to be watched and reduced when possible. The section is ok, but the board needs to pay attention to their travel expenses.

Chair's Report – Chief Flynn

Chief Flynn provided an overview of the Southeast Division's Health Summit. This was a huge success. He presented the Yellow Ribbon and Lavender Ribbon content. People really liked that it was at their level.

The board discussed the creation of a VCOS position paper on the importance of data collection. They decided this should go through the Go No Go form process and may be a larger project than just a position paper.

Chief Flynn updated the board that Chief Dan Eggleston has accepted their request to represent VCOS with NACo.

The board discussed who would attend CFSI and how this would work with Symposium in the Spring.

Motion by Chief Catrambone and seconded by Chief Cowger to donate \$2,000 to CFSI and designate two people to attend on behalf of VCOS. Motion carried.

International Director's Report – Chief Black

The Women Chiefs Council has not had a lot of progress. They will be having a big meeting in Phoenix.

The National VWS Program on inclusion will be attempting to get together in March.

Action Item: Chief Rush is to replace Chief Black as the VCOS Representative with the National VWS Program.

Chief Black provided an update on the IAFC and some internal staff changes. The board discussed the changes needed with the IAFC's finances and the steps being taken by the IAFC board to make them. She provided an update on the CEO process. She emphasized that the IAFC is fine.

Chief Black informed the board that a wreath will be laid at the Tomb of the Unknown Soldier on March 15 and the IAFC is working to tie this event to CFSI in the future.

Chief Black announced that she will be chairing the task force for the 150th anniversary. The task force will have staff and division reps. The 150th anniversary will be celebrated at FRI 2023.

Chief Black encouraged the board to think about the VCOS International position and who should fill it in August. She recommended they pick someone that is engaged and forward thinking.

Tim Shurr Proposal

Many board members expressed confusion on the class. Several expressed concerns about offering this class that is not the VCOS's. Others questioned if this is something the VCOS would do with other vendors. Several recommended having him fill out the Go No Go sheet.

Action Item: The Executive Committee to take a closer look at the course and re-evaluate it using the Go No Go sheet.

Motion by Chief Flynn and seconded by Chief Oettel to recess until 1:45pm for lunch. Motion carried.

Recess at 11:50am

Call to order 1:50pm

New Business

- Bullying Initiative Representative
 - Need to find a new VCOS rep

Action Item: Send recommendations for the VCOS Representative for the Bullying Initiative to the Executive Committee

Old Business

- Website lockdown and changes
 - Researching the process and looking into it
 - This will be placed on hold until new processes and procedures are established

Roundtable

Many expressed their gratitude.

Chief Catrambone: Should see things on the cardiac initiative. Surveys and materials will be rolling out around Valentine's Day. Chief Ide's article will be going out in relationship to this launch.

Chief Rush: Next newsletter is due in March. Dr. Lynch has been a great help. We already have several articles for it. Anything you think should go in there, let me know. Next week will have some dates for the committee to have a quick phone call to move forward on it.

Ms. Bragiel: Working on the media kit. Will be sending it out next week for you to review. We have a few different plans to push it out once it is finalized.

Chief Flynn: FLSA is still a big issue. It was interesting today hearing about the perspective from a right to work state. We are having an issue in Connecticut that really makes me think about my own state and how we do things. FLSA still is not figured out. We need to do more on this front.

We mentioned about putting together a list of volunteer benefits. Let's put that together for our next meeting.

I gave you a copy of the CFIA packet. Already seeing some points that may need change. Take a look at it and be ready to talk about it on our next board call. We will gather and send some recommendations.

A discussion on the value of accreditation and if departments would be able to do it took place.

Chief Catrambone: This one really looks at standards of cover which could be huge for departments.

Chief Yancey: It takes a tremendous amount of time and takes a lot of energy. I was directed not to spend money on it as it did not provide a strong enough outcome. They get data but that's about it.

Chief Cowger: Many departments aren't anywhere near the level needed for it to be able to do this.

Chief Flynn: I will get back to the group that it isn't what we are looking for. We want feedback for next month. With Chief Buckman I am looking for a matrix to advance yourself as a chief. You have a lot of chiefs in this country without a college degree. We want a process to provide a certification of fire officer for those without a degree.

Chief Rush: In New York they created requirements for chiefs. The law applies to any chief that has 6 or more career firefighters. We are tweaking qualifications, but it is causing a lot of panic because departments are going to end up without qualified fire chiefs.

Chief Flynn thanked everyone for attending the meeting.

Motion by Chief Cook and seconded by Chief Rush to adjourn. Motion carried.

The meeting adjourned February 8, 2020 at 3:37pm. The next call is 3/11 at 4pm ET.