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VCOS Board Meeting Clearwater, FL 7 - 8 November 2023

Participants:

VCOS Board Members Present:

Chief Chuck Flynn, Chair
Chief Rich Cowger, Vice Chair
Chief Fred Windisch, Secretary/Treasurer
Chief Jason Catrambone, Director at Large
Chief Spencer Cheatham, Director at Large
Chief Jason Caughey, Director at Large
Chief Brita Horn, Director at Large
Chief Paul Sterling, Director at Large
Chief Shawn Stokes, Director at Large
Chief Al Yancey, Director at Large

VCOS Board Members Not Present:

All Board Members were present.

IAFC Guests/Partners/Staff:

Chief John Buckman
Chief Jim Cook
Mr. Scott Beecher
Mr. Dave Michaels, VFIS
Mr. Joe Giorgi, VFIS
Mr. Darrin D'Ippolito, Provident Insurance
Chief Clyde Wilhelm
Chief Shane Crutcher
Mr. Kevin McGee, IAFC Liaison
Mr. Ken LaSala, IAFC Government Relations and Policy Director (*via MS Teams*)

Call to Order

Chief Flynn chaired the meeting. A roll call was taken, and a quorum was present. The meeting came to order at 1259 hrs ET, 7 November 2023.

Approval of 11 October 2023 Minutes

Chief Chuck Flynn, Chair

MOTION: 7 November 2023-01

Motion made and seconded to approve the October 11, 2023 Board meeting minutes. Motion carried.

Windisch/Catrambone

Communications Committee Report

Chief Jim Cook

Chief Cook requested input from Board members on what is needed for improved Section communications. Please email your input directly to Chief Cook. He informed the Board that there will be a survey distributed to all VCOS members and the results will be shared with the Board during the first quarter of 2024.

Chief Cook stated that the priority for the committee is to identify and address VCOS Board to VCOS members communications. There is a need to increase use of social media communications, making the website more user friendly. Chief Cook will meet with IAFC Marketing and Communications staff during implementation.

There continues to be improvements made to the newsletter. Ideas being considered include highlight articles for partners and sponsors. The committee is still pursuing advertising sponsors for the newsletter.

Strategic Direction

Chief Al Yancey

Chief Yancey facilitated an extended Board work session to focus on identifying 5 initiatives for 2024. He stated the need to shift away from the term "strategic direction" to "strategic initiatives".

Chief Yancey formed the Board into two breakout groups to conduct brain storming focusing on SMART initiative goal setting. He requested that the work groups identify initiatives in the following categories; immediate mission critical, 3 month timing, 6 month timing and 1 year timing. Both groups completed the process, reported out, and Chief Yancey captured their input and will present his conclusions at the December Board telecon meeting.

Education Coordinator Report

Chief John Buckman

Chief Buckman reported that webinars are being conducted every Tuesday at 4:00 PM ET. They are well attended, and feedback continues to be positive. Webinar

topics and presenters are scheduled into April 2024.

Chief Buckman stated that he is working with the Communications Committee to improve the marketing of in-person courses.

A Teams meeting is scheduled for the Ribbon Report work groups in that will begin catching up on Ribbon Report updates. Ribbon Report surveys will begin after SITS.

Chief Buckman reported that the SITS speakers are set and ready to go. Chief Buckman extolled Sabrina Sullivan for her preparation work on the conference.

MOTION: 7 November 2023-02

Motion made and seconded to provide a one-year VCOS membership to all Symposium in the Sun attendees who have IAFC membership but not a VCOS member. Motion carried.
Windisch/Sterling

MicroSoft Teams Meet Proposal
Chief Brita Horn

Chief Horn presented an overview of the MS Teams Meet tool for use in capturing the Board meeting minutes and other possible applications. A discussion of the pros and cons of Teams Meet application was conducted. A question was raised about whether the IAFC has established any legal position on a tool such as MS Teams Meet. Chief Flynn will seek an answer to the legal question from CEO Rob Brown.

Day 1 Recess

Chief Flynn recessed the meeting at 1555 hrs ET and advised the Board to be prepared to reconvene at 1000 hrs ET 8, November 2023.

Day 2 of VCOS Board Meeting, 8 November 2023

Chief Flynn welcomed all and called the meeting back to order at 1000 hrs ET, 8 November 2023.

Legislative Report
Mr. Ken LaSala, Government Relations and Policy Director

Mr. LaSala provided a legislative report that addressed the status of the federal government funding process. He addressed a number of legislative matters of interest to volunteer and combinations fire departments.

Scholarship Report
Chief Shane Crutcher, Chief Clyde Wilhelm

Chief Shane Crutcher and Chief Clyde Wilhelm reported on their committee assignment to research and determine the efficiency and functionality of how

scholarships and awards of the VCOS are administered and awarded. They informed the Board that 11 scholarships and 4 complementary conference registrations were provided for the 2023 Symposium in the Sun conference. They provided an overview of each scholarship that provides \$1,500 for each recipient and what was additionally offered.

The scholarships (other than those sponsored by VCOS) do not have policy guidance on which, if any, are provided complementary conference registrations or stage time at the conference. The Chiefs recommended that there should be MOU's created to address what additional support VCOS should provide and to remove objectivity on how selections are made.

MOTION: 8 November 2023-03

Motion made and seconded to create a scholarship and award policy committee for the purpose of establishing a policy draft to resolve the various identified administration of scholarship and award issues and to present the policy draft to the Board in February 2024. Motion carried.

Yancey/Cowger

Chief Crutcher, Chief Wilhelm, Chief Windisch, Chief Caughey, and Mr. Joe Giorgi, VFIS will serve on the committee.

Fire Service Canine Standard Recommendation

Chief Kevin Hardwick

Chief Kevin Hardwick reported on his work involving the fire service canine project and his recommendation to create a national standard. He recommends that the NFPA is the best standards making organization to address creating such a standard. Chief Hardwick is seeking letters of support and requests that one is submitted to the NFPA from VCOS.

MOTION: 8 November 2023-01

Motion made and seconded to send a letter of support to the NFPA for the creation of an NFPA fire service canine standard making process. Motion carried.

Windisch/Stokes

VCOS Partners Update

Mr. Dan Seidberg, IamResponding, voiced his concern to the board regarding Symposium in the Sun attendee email not including reference to the major symposium sponsors and VCOS partners.

Mr. Seidberg further stated that sponsorship posters around the symposium hall did not have major sponsors and VCOS partners listed. Dan requested a meeting to discuss what partnerships and sponsorships look like. A lengthy discussion was

held between the partners and the Board. Chair Flynn stated that the VCOS Executive Board will meet with the partners to address their concerns.

Chair Report Chief Chuck Flynn

Chief Flynn was asked to stand down on the Annual Meeting Report that addressed the statement made by a VCOS member at the podium during the meeting.

Chief Flynn reported that he will appoint a VCOS representative to the IAFC Education and Training Committee. ????

The Section Committee Roster was updated and will be distributed to the Board before the conclusion of SITS.

Vice Chair Report Chief Rich Cowger

Chief Cowger and Chief Stokes presented a report on the VCOS Coordinator Position results from the Request for Proposal Process, including the revision of the scope of work to stay within 420 hours per year.

MOTION: 8 November 2023-06

Motion made and seconded to proceed with contract negotiation with the selected coordinator position vendor to include the full scope of work outlined in the RFP. Motion carried.

Catrambone/Caughey

International Director Report Chief Jason Catrambone, International Director

The focus from the IAFC Strategic Initiative is currently on membership. A member mobile app is under development. The IAFC website is being redesigned. The COLS and FSEDI programs are being reviewed. Chief Catrambone will share the IAFC BLUF report.

Secretary Treasurer Report Chief Fred Windisch, Secretary/Treasurer

Chief Windisch stated that he sent the Financial Report to the Board. VCOS is in good condition financially.

Chief Windisch received direction to submit the 2024 VCOS budget proposal with the IAFC Treasurer's direction to submit the VCOS wants and needs that require financial resources. Chief Windisch is preparing the 2024 budget submission.

A question previously asked by Chief Windisch was answered regarding the what is charged for webinars from the IAFC. Kevin McGee reported that what is charged is only direct costs for the Webinar contractor per webinar.

Chief Shawn Stokes submitted grammatical by law edits that will likely be deemed technical changes and not be required to be on the 2024 ballot.

MOTION: 8 November 2023-05

Motion made and seconded to approve the technical revisions to the VCOS By Laws and submit them to the IAFC CBR Committee. Motion carried.

Yancey/Cheatham

Symposium in the Sun Update

Chief John Buckman

Chief Buckman informed the Board that the hotel contract for Symposium in the Sun will expire in 2026 and that consideration should be undertaken now for the hotel and location venue in the next hotel contract. A facilitated process was done to identify the pros and cons of the existing location.

A committee will be created to take the results of the Board input to perform a review of possible future SITS locations.

Gold Ribbon Report

Chief Brita Horn

Chief Horn reported that she has the edited Gold Ribbon Report with graphics from Rosario Ortiz Davis, Director Marketing and Communications. Chief Horn stated that she is pleased with the document and will prepare it for digital distribution.

New Member Breakfast

Chief Paul Sterling

Chief Sterling briefed the Board on the plan for the New Member Breakfast and that there are 18 new members attending SITS for the first time.

February In-Person Board Meeting

Chief Shawn Stokes

Chief Stokes offered to host the February Board meeting at the National Conference Center in Loudoun County, Virginia.

MOTION: 8 November 2023-07

Motion made and seconded to hold the February 2024 Board meeting at the National Conference Center in Loudoun County, Virginia. Motion carried.

Yancey/Stokes

The Board expressed their desire to hold the May 2024 Board meeting in Charleston South Carolina.

Old Business

None

New Business

None

Good of the Order

None

The meeting was adjourned at 1236 hrs ET.

Minutes submitted by:

Mr. Kevin McGee
VCOS Staff Liaison

Fire Chief Fred Windisch
Secretary/Treasurer

Chief Chuck Flynn
Chair

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