



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

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VCOS Board Telecon February 13, 2014

Minutes

Called to order: 4:02 p.m.

Present: Chief Timothy Wall, Chief Ted Lowden, Chief Jim Wilson, Chief Shane Crutcher, Chief Randy Larson, Chief Mike Vaughn

Absent: Chief Dan Eggleston, Chief Jim Seavey, Chief Fred Windisch, Chief Dave Fulmer

Staff: Ms. Kelly Ameen, Ms. Laura Bell

Review/Approval of Minutes – Chief Wall

The minutes from the January 31 – Feb 1 VCOS board meeting were reviewed.

Motion by Chief Crutcher and seconded by Chief Wilson to approve minutes from the January 31 – Feb 1 Board meeting as submitted. Motion carried.

Near Miss Update – Chief Wilson, Ms. Bell

Ms. Bell thanked VCOS for their continual support of the program, especially during the challenging transition time.

The new Near Miss Reporting System website is now up. The site is more responsive and dynamic. There are new training materials available including a reformatted Report of the Week. The mission of Near Miss is the same as before: collecting near misses and lessons learned and producing training to disseminate that information. There is a new tool being used for the collection and reporting of near misses. The new tool makes it easier to tell your story and helps to walk you through the report submittal process. The reporting form has changed and additional changes have already been made based on feedback. Report of the Week is back and has a new format. There is a new training bundle being piloted this month. The training bundle will have a five minute video, talking points, and suggested drills. It will be customizable based on the amount of time available for training. Ms. Bell encouraged the VCOS board to provide feedback on the training bundle. They are also working on another new training component which will be a full length scenario and go through the six steps for crisis decision-making. There will be a new scenario every month available via the website. The Near Miss team is also categorizing and tagging all 5,000 near miss reports to make them easier to search and find.

Ms. Bell would like VCOS' help with outreach and communications. The Communications Committee will touch base with Chief Oprandy about potentially scheduling a VCOS webinar

on Near Miss. VCOS offered to put the Near Miss logo on its website. Ms. Bell and the Near Miss program were invited to come to the Symposium in Sun. Near Miss could possibly have a class and definitely have a booth. Ms. Bell should touch base with Chief Windisch if she is interested in having a Near Miss class at the symposium. Chief Wilson and Chief Crutcher will also pass that along to the Symposium Committee.

Chief Wall mentioned that VCOS will continue to support Near Miss and that Ms. Bell should let VCOS know what can be done to help the program at any time.

Communications Committee Update – Chief Fulmer, Chief Crutcher, Chief Larson

App: Chief Crutcher received a proposed contract from the app company, Feathr. They are making a few changes to the initial contract and are waiting for the revised contract.

Motion by Chief Wilson and seconded by Chief Crutcher to move forward with the app contract with guidance and support from the VCOS Executive Committee and IAFC staff. Motion carried.

Newsletter: The Symposium issue will arrive soon. The Communications Committee will now work on collecting articles for the next newsletter. The next newsletter will go out before CFSI and focus on legislative issues. Chief Wall will contact Mr. Bill Webb and Mr. Sean Carroll to let them know about the next VCOS newsletter topic.

Articles: The Communications Committee will submit an article on Tampa 2 to Firehouse magazine.

Chief Wall had a recent conversation with Mr. Mark Light in which Mr. Light reminded VCOS to be selective with their partnerships and make sure that VCOS is getting some type of benefit and fair value.

KnowledgeNet: The VCOS KnowledgeNet community is live. There has not been a lot of discussion on it yet.

Chief Crutcher reminded board members to send him their bios.

The person that did the layout for the VCOS newsletters in the past can no longer do it. It was suggested that Chief Fulmer might know someone that could help. Chief Crutcher will touch base with Chief Fulmer about this. Chief Wall clarified that Paratech pays for the newsletter design costs.

IAFC Elections: Endorsement Process – Chief Wall

The group discussed how to determine which candidates to endorse. There are currently four people running for IAFC 2nd Vice President:

- Chief Craig Radzak, Sanford (Fla.) Fire Department
- Chief Kenneth Richards, Old Mystic (Conn.) Fire Department
- Chief John Sinclair, Kittitas Valley (Wash.) Fire & Rescue
- Chief Nathan Trauernicht, UC Davis (Calif.) Fire Department

Chief Wilson mentioned that in the past, candidates were given the opportunity to join a VCOS conference call or meeting and talk about their platforms dealing with volunteer and combination departments. Voting will occur May 15 - June 26. The VCOS board decided to invite the candidates to join the March 13 conference call. The candidates will be staggered and each will have five minutes to talk to the board about their platform and then the board will have five minutes for questions to the candidate.

A suggestion was made to send candidates a questionnaire ahead of time. The board decided not to do this as sometimes it can be leading and doesn't allow for an open discussion.

Chief Wall announced that Chief Ken Richards plans to withdraw from the race and will be notifying IAFC today.

Diversity Report Update – Chief Wall

Chief Wall reported that IAFC is still trying to replace Ms. Ann Davison who was the IAFC staff liaison for this project.

VISION Project – Chief Wilson, Ms. Ameen

Chief Wilson, Ms. Baker, and Ms. Ameen had a call yesterday to discuss the VISION project. Chief Parr was unable to attend. Chief Wilson reviewed the proposed project timeline and budget with the board. The soft launch will be ready by the May board meeting. The full scale launch and marketing campaign will be conducted at FRI. The board agreed to move forward with the current homepage design and lane resource template. The major sponsors will be added to the homepage and other sponsors will be on another link (similar to how IAFC usually does sponsors on webpages). The board agreed to the proposed timeline and budget. Chief Wilson clarified that if any major changes are made to the website design then the timeline and budget will be affected. Chief Wall will be touching base with Chief Parr. The VCOS Executive Committee will stay involved and work with Chief Parr and IAFC staff to make sure this project remains a priority and gets implemented in a timely manner.

Tampa 2 – Chief Wall

Chief Crutcher (KY) and Chief Riley (FL) will also attend Tampa 2 (in addition to Chief Buckman, Windisch, and Collins). Mr. Oettel's deputy chief can't make it.

May Board Meeting – Chief Wall

The next live board meeting will be May 2-3 in Arlington, VA at Fire-Rescue Med. Board members should arrive Thursday evening or Friday morning. The board will meet starting around noon on Friday. There will be an all-day meeting on Saturday from approximately 9am-6pm. Board members can depart late Saturday or on Sunday. Chief Wall is working to schedule a meeting with NVFC. Friday night there is a NVFC dinner in Alexandria. Chief Wall may also schedule some Friday morning meetings. Ms. Ameen and Ms. Cooke are working on the meeting room and hotel room needs. DCA is the closest airport. Board members should send any agenda items to Chief Wall.

Roundtable and Committee/Project Updates

Ameen – VCOS can move its section meeting at FRI to Thursday (instead of having it on Saturday). The IAFC Business meeting is Thursday from 11 am -12 pm and Chief Wall encouraged all VCOS board members to attend it. Chief Larson mentioned that he might be able to make it to the VCOS section meeting if it is on Thursday. IAFC and Pierce will continue with the Fire Chief of the Year Award. Ms. Ameen did pass along to IAFC staff that VCOS was interested in a Combination Chief of the Year as well. Please use the new 2014 expense report with revised mileage rate. A copy of a recent VCOS membership campaign letter highlighting VCOS' work on the PPACA was attached to the call agenda and board members should review it. A VCOS Report from the Chair e-blast is scheduled to go out on Tuesday. Ms. Ameen will be in and out the next two weeks at the VFCA's conference (including at a BH&H and a FROG class) and on personal leave following the conference.

Larson – The iWomen conference is coming up this month. VCOS will have a table and he will network with other groups while there.

Vaughn – His community is still recovering from the tornados. His wife had surgery and is starting to feel better.

Lowden – He may become the Eastern Division Director on the IAFC Board.

Chief Wall: Thanked the Board members for their time and dedication.

Adjourned: 5:13 pm