



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 Teleconference
Wednesday, July 10, 2019
4 p.m. Eastern/3 p.m. Central/2 p.m. Mountain/1 p.m. Pacific
Attendees dialed-in via Teams Meeting**

MINUTES

Present: Chief Charles Flynn, Chief Al Yancey, Chief Jim Cook, Chief Fred Windisch, Chief Rich Cowger, Chief Timothy Wall, Chief Ron Oettel, Chief Donna Black, Chief Jason Catrambone

Guests: Chief John M. Buckman III

Absent: Chief Norvin Collins, Chief Ed Rush

Staff: Ms. Jenny Bragiel Cozad

The call started at 4:06 PM.

Welcome - Chief Flynn

Chief Flynn welcomed the VCOS board to the call.

VCOS Education Update – Chief Buckman

For the Lavender Ribbon Course, it is about getting the content out there and not controlling it. The group is working on getting the steering committee back on track. For the Lavender Ribbon the committee is looking at partnering with the LION Mobile Experience. Still need to figure out the best method to use the mobile experience to display and communicate the Lavender Ribbon Report (LRR) information. There are many options on how the VCOS, NVFC and LION can partner. The original idea was to hold an LRR class but due to the set up the class would not work.

It was recommended that LION could hand out the LRR and pay for printing costs of the report.

Chief Buckman discussed the Yellow Ribbon Report. It is still relevant but needs to be updated to include new information. He estimated the update would add about 5-8 pages to the report. The update if approved would be done entirely remotely.

Chief Buckman signed off from the meeting.

Symposium in the Spring Update – Chief Collins

Symposium in the Spring will be April 30 – May 2. The committee is moving forward on next year's symposium. The hope is the new location will be better, but the committee is concerned about the budget.

Action Item: Send speaker recommendations to Chief Collins.

One instructor for Symposium in the West has been waiting about 60 days for reimbursements. Chief Collins is working with IAFC staff to find out the delay.

Symposium in the Sun – Chief Windisch

Symposium in the Sun is November 14-17. The committee is working on ideas to add revenue and cut costs. Costs in Clearwater continue to rise it is over \$90 per gallon of coffee. The committee is looking at adding a reception only pass for \$30, as well as reducing the open bar time by 30 minutes. For Symposium in the Sun, staff time is being watched very closely and staff is doing a great job at tracking and limiting their time.

It was recommended that VCOS does not do board dinners or dinners with guests at Symposium in the Sun to be mindful of the budget.

Budget – Chief Windisch

To help VCOS remain within budget the VCOS board dinner in Atlanta at FRI will not have guests.

Chief Rush and Chief Windisch are working together to review the budget. Chief Rush is a certified CPA and is helping with best practices and expanding understanding of the nuances of the budget. It was emphasized that the VCOS is ok financially, but the VCOS board has to watch what the section is spending money on and be more conservative to ensure future financial stability.

There was a discussion on the FY2019 budget. The discussion included staff time and being more aware of how the VCOS is using staff. The VCOS has been doing a lot of work, and this requires staff time. The amount of work being done impacts the budget. It was emphasized that the impact is ok, but the VCOS board needs to be aware of it and expenses should be reduced as much as possible. Several board members emphasized the need to bring in additional revenue to allow the VCOS to continue to produce quality and needed resources. There were also requests to see financials further back than what was provided.

FRI – Chief Flynn

Chief Flynn reviewed the schedule and VCOS activities for FRI. The VCOS Annual Meeting will be Thursday, August 8 followed by a Meet and Greet. The sponsors for the Meet and Greet are 3M Scott Fire & Safety, Fastlane Emergency Vehicles and Brindlee Mountain Fire Apparatus. The VCOS has two Spark Zone sessions one on the Top 10 Retention and Recruitment Tips with Volunteer Workforce Solutions (VWS) and one on the New & Interim Chief Guide with EFO section. The VCOS also has a session on Volunteer Resources with VWS.

It was recommended that all board members get the Expo Hall Pass for FRI. Chief Rush is working on the booth schedule.

Action Item: Send Chief Rush you preferred time slots to work the booth by July 18.

Action Item: Book flights for FRI. Plan to fly in Wednesday, August 7 and plan to fly out late Saturday, August 10 or anytime on Sunday, August 11.

Action Item: Let Ms. Bragiel know if you will be attending the diversity breakfast.

Chief Ludwig New Initiative Request

Incoming President Chief Gary Ludwig has requested VCOS appoint a representative for a new initiative "If you don't feel well, don't make it your farewell." This initiative is with AMR and focuses on heart health and hypertension.

Action Item: If you or someone you know is interested in representing VCOS on this initiative, please let Chief Flynn know.

IAFC Memo on Finances

Motion by Chief Cowger and seconded by Chief Windisch to go into a closed discussion. Motion carried.

New and Interim Chief's Guidance – Chief Yancey

The document was approved by the IAFC Board of Directors. The designed version is being reviewed and finalized. Looking at printing 250 copies.

Action Item: To arrange for the presentation of the new report at FRI.

Old Business

- 25th Anniversary
 - Silver Challenge Coin
 - Ordered 1,000
 - Will be releasing at FRI and Symposium in the Sun

Roundtable, Announcement, and Committee Updates

Many expressed gratitude and excitement to see everyone at FRI.

Chief Cowger: Heading to Alaska, I will be there for the next 14 days.

Chief Catrambone: Spoke with the coin company on the artwork. The shipping should be on schedule.

Chief Yancey: I completed the IAFC podcast on Monday, and it will debut at FRI.

Chief Flynn thanked everyone for attending the call.

The call adjourned at 5:20 PM.

The next meeting will be at FRI in Atlanta on Thursday, August 8 at 2 PM ET.