



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

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**VCOS Board Teleconference  
Wednesday, March 13, 2019  
4 p.m. Eastern/3 p.m. Central/2 p.m. Mountain/1 p.m. Pacific  
Attendees dialed-in via WebEx Meetings**

### MINUTES

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

Absent: Chief Timothy Wall, Chief Ed Rush

Guests: Chief Greg Render, Chief Joe Florentino

Staff: Ms. Jenny Bragiel Cozad, Ms. Kaitlin Lutz

The call started at 4:04pm.

#### **Welcome - Chief Flynn**

Chief Flynn welcomed the VCOS board to the call.

#### **Election Update – Chief Joe Florentino**

Chief Florentino provided an update on the election. Five applicants were eligible to run. The candidates are Chief Fred Windisch, Chief Jason Catrambone, Chief Rich Cowger, Chief Rich Gahler and Chief Joseph O’Conor. There was one application that was ineligible to run according to the bylaws due to them being an affiliate member.

*Chief Florentino signed off the call.*

#### **NFPA 1720 – Chief Render**

Chief Render explained to the VCOS board that by NFPA rules a Chair can only serve for 10 years, which he has done. NFPA will appoint the new chair for the committee, but he has recommended Chief Nicholas Sohyda who is a VCOS and IAFC representative to take over as chair. The position will be appointed in April. Chief Render requested guidance on his role with the committee, and if the board would like him to continue serving or replace him with a new representative. The third VCOS representative is Chris Barron.

The VCOS board asked several questions about the committees activities and discussed the importance and need to get ISO to recognize NFPA 1720.

*Chief Render signed off the call.*

#### **National VWS Program – Ms. Lutz**

Ms. Lutz thanked the VCOS board for allowing her to join the call and provided an overview of the National VWS program. It is aiming to create a more diverse and inclusive fire

service. The team will be conducting climate surveys and site visits and are currently seeking applications from fire departments to participate. She encouraged the VCOS board to invite potentially interested departments to an informative webinar taking place the next day.

Ms. Lutz also shared with the VCOS board that the National VWS program will be offering scholarships to Symposium in the West 2019, Symposium in the Sun 2019, Fire-Rescue International 2019 and Symposium in the Spring 2020. She asked the board to help spread the word about the scholarship opportunities. The Symposium in the West scholarship closes March 22.

Ms. Lutz thanked VCOS for their collaboration and partnership with the scholarship and on the grant.

### **VCOS Candidate Endorsement Policy**

The VCOS board reviewed the endorsement policy for candidates.

**Motion by Chief Collins and seconded by Chief Oettel to approve the VCOS Candidate Endorsement Policy as written. Motion carried.**

### **Marketing Group Update**

Chief Oettel provided an overview of the marketing plan outline he provided. He encouraged the board to start thinking and talking about a budget, goals and how much or what they would like to do in terms of marketing.

**Action Item: VCOS board to read the marketing plan outline provided.**

### **Project Management Group**

Chief Black provided an overview of the group's recent discussions and some additional conversations had with Ms. Kelly Walsh. The group is looking into working with someone to create a template to help organize and manage projects. The group will be sharing more information at the May board meeting. It was requested that the group keeps the template short and simple.

### **CPSE**

Chief Emmanuel was unable to join the call. Chief Black provided an update to the VCOS board that Chief Emmanuel reached out to connect with the VCOS based on the CPSE's most recent meeting. He would like to learn more about VCOS interests and how he can help represent the VCOS.

It was clarified that Chief Chris Christopoulos is the official representative of the VCOS, and that Chief Emmanuel was reaching out for guidance.

### **Other Group Updates**

Pierce joined the Funding Group.

### **25<sup>th</sup> Anniversary and VCOS Giveaways**

It was raised that many of the VCOS board were opposed to the calendars. The VCOS Board members were invited to discuss if a calendar should be created. It was unanimously decided to not create a 25<sup>th</sup> Anniversary calendar.

The VCOS board discussed the creation of a silver coin. This idea was approved by the Executive Committee.

The VCOS Executive Committee approved a reorder of 1000 USBs.

The VCOS Board discussed giving away 4 courses for the 25<sup>th</sup> anniversary. The 4 VCOS members that win will get to select the course from a list. The estimated cost per course is \$5,000.

**Action Item: Chief Flynn and Chief Windisch to work with Ms. Bragiel Cozad on the logistics for the giveaway.**

#### **CFSI**

Chair Flynn and Chief Collins will be representing the VCOS in a joint presentation with NVFC at 2:00pm ET on April 24 at CFSI. The presentation will be on the Yellow Ribbon Report on mental wellness and the Lavender Ribbon Report on cancer prevention.

Ms. Bragiel Cozad provided an update on Chief Wall's work with the IAFC's government relations team on planning meetings for VCOS board members during CFSI.

**Action Item: Please email Ms. Bragiel Cozad and Chief Wall if you will be attending the meetings along with travel arrangements for scheduling.**

Chief Flynn reviewed the list of seats taken at the CFSI VCOS table. He is currently working on adjusting the table list to allow for Russel to sit with Mrs. Mary Seavey as her escort and Ms. Bragiel Cozad to attend.

Chief Wall is working with the NVFC on the details of their business meeting that is usually after CFSI. Chief Wall will be the VCOS liaison for this meeting.

The remembrance of Chief James P. Seavey, Sr. will be Wednesday, April 24 at 6pm, and will include a presentation of the Lavender Ribbon Report.

#### **Symposium in the West**

Chief Collins provided an update on Symposium in the West.

**Action Item: Chief Collins to send out updated registration numbers.**

Chief Flynn explained to the VCOS board that the board meeting will be Friday afternoon at Symposium in the West. He asked for flexibility as an hour or two may be needed on Saturday, if the VCOS board does not complete the agenda on Friday.

#### **Symposium in the Sun**

Chief Windisch provided an update on Symposium in the Sun. The registration for Symposium in the Sun 2019 opens March 15<sup>th</sup>, and the registration and housing process will

be the same as 2018. The committee is working on a theme, and already has a list of potential speakers that have been submitted.

#### **FRI**

FRI will be in Atlanta, Georgia August 7 – 10, 2019. The VCOS Annual Meeting will be Thursday, August 8.

**Action Item: Save the date.**

#### **Interim/ New Chief Guidance**

Chief Yancey provided an update on the progress of the document. The committee is working on opening letters from the VCOS chair and the EFO chair.

**Action Item: Send Chief Yancey administrative photos.**

The VCOS board discussed doing a learning lab as a part of the launch of the document at FRI.

**Action Item: Ms. Bragiel Cozad to request a learning lab session on the New/Interim Chief Guidance.**

#### **State Chiefs' Conferences in Ohio and Montana**

Chief Flynn explained that the VCOS has received requests for support or representation at the state chiefs' conferences in Ohio and Montana. The Ohio request is for Chief Windisch to attend the meeting in collaboration with ISO. The Montana request came from Chief Cowger, who is the President of the association. Chief Cowger is working on providing more details.

#### **Old Business**

- Paratech
  - Met with their marketing company and are working on a draft proposal for them.
- Joint Anti-Bullying and Harassment Statement
  - Many groups in the IAFC and outside of the IAFC are looking at this topic. It was recommended that the VCOS works with others on this project or forms a committee with the various groups to prevent duplication.

**Action Item: Discuss further during the February board meeting.**

- Bullying Taskforce Request
  - The statement has been sent out.

**Action Item: Ms. Bragiel Cozad to reach out to NVFC for the release for the VCOS to help promote the statement.**

- Yellow Ribbon and Lavender Ribbon Course Handbooks
  - Official VCOS Instructors of the Yellow Ribbon Courses and the Lavender Ribbon Courses can request printed copies of the respective ribbon report for students.
    - These will be printed in house and mailed out upon request

## **Roundtable, Announcement, and Committee Updates**

Many on the call expressed condolences and asked for prayers for the families of the several LODDs that happened across the country.

Chief Black: Women Chiefs Council and iDELP will be co-locating at VCOS's Symposium in the West. They will be flying in on the Wednesday of the conference and will attend the opening ceremonies. The group will then break off Friday morning for separate meeting. Friday afternoon the two groups will come together to have a joint meeting. A few from Women Chiefs Council and iDELP may hang around Saturday and attend Symposium in the West. The IAFC board goes to Reno in March, they are co-locating at WUI. Mark saw the word cloud for the newsletter and was very impressed. He asked me to speak about it. Hopefully it will offer inspiration for the other sections.

Chief Oettel asked Ms. Bragiel Cozad to show some draft designs of VCOS Education logos on the screen.

Chief Oettel: These logos are from about a 30-minute conversation with a designer. He put together these initial drafts. The Marketing Committee is looking to create an education logo and a logo for each course. We will be working with Ms. Bragiel Cozad moving forward. I would really appreciate your feedback on the logos.

Chief Flynn thanked everyone for attending the call.

The call adjourned at 4:59pm.

The next meeting will be Wednesday, April 10 at 4pm ET.