



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

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Officers Section

**VCOS Board Teleconference**  
**Wednesday, October 11, 2018**  
**4 p.m. Eastern/3 p.m. Central/2 p.m. Mountain/1 p.m. Pacific**  
**1-866-809-4014**  
**Passcode: 4230611**

### MINUTES

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

Absent: Chief Norvin Collins

Staff: Ms. Jenny Bragiel Cozad, Ms. Kelly Ameen

The call started at 4:01pm.

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

Chief Flynn welcomed the VCOS board to the call.

#### **Leadership and Employee Collaboration Update - Chief Catrambone, Chief Cook**

Chief Catrambone and Chief Cook provided an overview of the Leadership and Employee Collaboration Train-the-Trainer that took place at the IAFC October 5 & 6. The group made some minor changes to the course, but overall it is a very good course and was in a very complete state. The group also worked on the marketing of the course, and a change in name was recommended to better reflect the course.

**Motion by Chief Windisch and seconded by Chief Catrambone to change the name of Leadership and Employee Collaboration (LEC) to Member and Leadership Collaboration (MLC). Motion carried.**

#### **Consent Agenda**

The consent agenda consisted of:

- Acceptance of results of E-Vote to have Chief Rush fill the remainder of Chief Seavey's term ending in 2021
  - Election results were 8 in favor, 1 opposed
- Approval of VCOS Board of Directors Annual Meeting Minutes
- Approval of VCOS Board of Directors Election of Officer Minutes
- Approval of VCOS Board of Directors August 11, 2018 Meeting Minutes

**Motion by Chief Flynn and seconded by Chief Rush to accept the consent agenda. Motion carried.**

#### **VCOS Representative Code of Conduct**

The VCOS board reviewed the edits and comments made to the draft VCOS Representative Code of Conduct.

**Action Item: Chief Yancey to review and clean up the Code of Conduct with Chief Wall's assistance and have a final ready for the November VCOS Board Meeting.**

**Action Item: Ms. Bragiel Cozad to send IAFC Code of Conduct Enforcement and the latest draft of the VCOS Representative Code of Conduct**

#### **FRI**

The VCOS did not submit a topic for FRI. Tim Whitham and Ken Richards are on the FRI Planning Committee.

**Action Item: Chief Flynn to let the FRI Planning Committee VCOS representatives know that if they have an opening VCOS can do a program or an overview of the Yellow and Lavender Ribbon Reports.**

#### **CFSI**

VCOS and NVFC submitted a joint session on health and wellness in the fire service, specifically speaking to cancer and mental health. The possibility of also submitting a session on retention was raised.

#### **February VCOS Board Meeting**

The February VCOS Board Meeting will be held in Gatlinburg, TN. It is about 35 miles from the Knoxville airport to Gatlinburg. The plan is to reach out to and connect with local chiefs. The VCOS Board is working on scheduling site visits on February 7. Plan on flying in on February 7, meeting all day February 8 and 9 and flying out on February 10.

**Action Item: Save the dates above.**

#### **Behavioral Health Alliance Meeting**

Chief Rush will be attending the meeting on behalf of the VCOS.

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

Symposium in the Sun is on track to have another sell out year. One speaker cancelled, and the Symposium in the Sun Committee is working on filling the open slot.

VCOS Board dinners will be on Wednesday and Sunday evenings. The other nights will be open for you to have dinners with other attendees. Remember, Saturday, November 10 from 6:30-8:30pm will be a celebration for Chief Wall's time as chair.

#### **Honoring and Remembering Chief James P. Seavey**

There is currently one unnamed Symposium in the Sun Scholarship. The Executive Committee recommends naming this award after Chief James P. Seavey over creating a Symposium in the West scholarship. Symposium in the West is still very new and may change moving forward. The VCOS Board discussed, for which conference the scholarship in Chief Seavey's honor should be.

The VCOS will be doing several things in his honor including doing a memorial at Symposium in the Sun and placing the signed Lavender Ribbon Report into a case with a plaque in his honor. Chief Seavey will also be remaining on the website as a VCOS Board Member and then as a VCOS Board Member Emeritus.

**Motion by Chief Yancey and seconded by Chief Catrambone to name the unnamed Symposium in the Sun Scholarship the Chief James P. Seavey, Sr. Scholarship. Motion carried.**

**Action Item: Chief Flynn tasked the Chief James P. Seavey, Sr. Scholarship Committee to decide the guidelines.**

**Action Item: Chief Collins or Chief Rush to talk to Ms. Mary Seavey about the scholarship.**

**Action Item: Chief Black is to look into the 2 organizations and work with Chief Corrinne Piccardi to find out more information for a donation in Chief Seavey's honor.**

#### **Spotted Dog Technologies Update**

Chief Flynn reviewed the Spotted Dog Technologies and Leary Foundation grant situation that a vendor raised a concern about. The VCOS has stopped posting but did not remove any posts. Ms. Leslie Distler and the IAFC staff are investigating the grant and contract.

The VCOS Executive Committee is investigating contracts and the way they are being done. They will provide an update in November.

#### **IAFC SAFER Grants**

Ms. Kelly Ameen provided an update on new, current and potential SAFER grants for the IAFC.

#### **IAFC Committee on Elections**

Chief Flynn announced that Chief Collins is serving on the IAFC committee for reviewing the election procedures and requirements. He explained a major task for them is ensuring clear and accurate definitions.

**Action Item: Send any comments or ideas to Chief Collins.**

#### **Interim Fire Chief Whitepaper**

Chief Yancey has been assigned chair of the Interim Fire Chief Committee. He has experience in this area from his activities at the state level. He will be putting together a committee to create the document.

## **25<sup>th</sup> Anniversary**

**Action Item: Send ideas to Chief Windisch.**

## **Yellow Ribbon Report Train-the-Trainer Update**

The Yellow Ribbon Report had a really strong discussion with a lot of good feedback. The 2 days will result in many changes and the course will be much better as a result. The VCOS Board was thanked for letting the group lead the discussion.

The group is investigating the cost of creating coins to hand out to attendees. The group also discussed providing all instructors shirts, this is being investigated. An update will be provided in November.

## **John M. Buckman III Contract**

There was discussion on the contract for Chief John M. Buckman III concerning tasks, reporting frequency and length.

**Motion by Chief Flynn and seconded by Chief Black to have IAFC staff and Chief Black to create a contract for Chief Buckman to act as the VCOS point of contact and work with LEAD to rework Beyond Hoses & Helmets and Fire Rescue Organizational Guidance. Motion carried.**

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

Chief Wall: I had an opportunity to represent the VCOS at an NVFC meeting in Vermont. It was very productive.

Chief Black: I will be sending out minutes, I am sorry they are late. Currently, working with Kelly Walsh, who will be doing interviews at Symposium in the Sun and will be doing a full day workshop with us in February. I am looking forward to seeing everybody in Florida.

Chief Rush: I'm very happy to be on the board, but it is bitter sweet. Chief Flynn asked me as chair of the Communications Committee to create a video. We had a meeting yesterday and made a lot of progress. I think it will be a lot of work, but we can get it done. We should see something soon. We are starting to work on the next newsletter. We want to have a nice Symposium in the Sun article. We need somebody to write up what happened. We can ask Mike MacDonald to do it. We highlight a volunteer or combination department in each newsletter and are looking for a department to highlight. It would be great if it was someone with a unique story, maybe Judy Theill. We would like to have my volunteer department do it at some point because we have a lot of diversity. Let me know if you have any suggestions on a department we can highlight.

Chief Windisch: If you have anything for Symposium in the Sun that you need special guidance on, please ask me beforehand.

Chief Flynn: Dress is usually business casual, no shorts for Symposium in the Sun.

Chief Windisch: We will be doing some really nice polo shirts this year.

Ms. Ameen: Thank you for those who came to the National Summit. We have a draft report that staff are reviewing. We will be sending it out to you soon for a review. Please look at the A-RIT and let us know if you have any feedback.

Ms. Bragiel Cozad: Thank you to everyone for your hard work putting together the October Meeting, and for letting me join you for the NFFF Memorial Service. It was an honor to attend it.

Chief Flynn: We have ordered the USBs for Symposium in the Sun and they will be a beautiful lavender color. Jenny did a great job. Please remember, I am still a new chair and need to be reminded and told about things. We are off and running though. I am going to FireHouse Expo to meet with Chief Kevin Quinn and the NVFC, this will be on part of the discussion at Symposium in the Sun on the after action for the Lavender Ribbon Report.

Chief Flynn thanked everyone for attending the call.

The call adjourned at 5:31pm.

The next meeting will be Sunday, November 11 at Symposium in the Sun in Clearwater, Florida.