



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

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## VCOS Board Teleconference Thursday, June 11, 2015

4 p.m. Eastern/3 p.m. Central/2 p.m. Mountain/1 p.m. Pacific

### MINUTES

Present: Chief Jason Catrambone, Chief Norvin Collins, Chief Shane Crutcher, Chief Charles Flynn, Chief Ed Rush, Chief Timothy Wall, and Chief Fred Windisch

Absent: Chief Dan Eggleston, Chief Randy Larson, Chief Jim Seavey

Guests: Chief Chris Christopoulos

Staff: Ms. Kelly Ameen, Ms. Laura Bell

The call started at 4:02 pm ET.

#### **Welcome and Agenda Overview - Chief Wall**

Chief Wall welcomed everyone to the call.

#### **Motion by Chief Crutcher and seconded by Chief Catrambone to approve the minutes from the May 2015 board meeting. Motion carried.**

The VCOS Executive Committee had a call with Mr. Evan Davis a few weeks ago regarding the Affordable Healthcare Act. VCOS will aim to get a hot sheet together in time for Symposium.

#### **CPSE Committee – Chief Christopoulos**

The board was sent an email with the VCOS endorsement letter from 2005 and the more recent EMS endorsement. Chief Christopoulos thanked the group for letting him represent VCOS on the committee and asked for any questions/comments regarding the letter of endorsement.

Chief Wall explained the background that Chief Rick Haase was previously the representative on the committee for VCOS but had to step down and Chief Christopoulos was chosen as the new representative. Chief Christopoulos plans to be at FRI and the Symposium.

Some board members expressed concern that the credentials are difficult and also cost prohibitive for members of small volunteer/combination departments to attain.

Chief Christopoulos stated he understands that concern. Chief Windisch warned it will be hard to change that or come up with a less intensive credential for volunteer chiefs.

It is going to be harder to come up with a lesser credential for volunteer chiefs – Windisch.

**Motion by Chief Collins and seconded by Chief Catrambone to endorse the CPSE CPC process. Motion carried.**

The endorsement letter will be reviewed by the Executive Committee before it is submitted.

**Action item: Chief Wall will work with Chiefs Eggleston and Christopoulos on the language for the letter.**

**Near Miss – Chief Rush**

Several ideas have been discussed regarding how to promote Near Miss at the Symposium. There was a thought to have a breakout session, but that will work better in 2016 after they've had time to put together a strong training class based on attention grabbing near miss incidents.

The group agreed to spend \$5,000 out of the Symposium budget on Near Miss/VCOS t-shirts to be handed out at the Near Miss booth. An announcement will be made during the opening session to stop by the Near Miss booth to get them. About 350 t-shirts can be purchased with \$5,000. **Action item: Ms. Bell and Chief Rush will work with Chief Larry Curl on the design of the t-shirts. Chief Windisch will send them the necessary logos and Chief Curl's contact information.**

In addition, a short video about Near Miss can be shown during breaks.

**Action item: Ms. Bell will work on the video.**

**Vice Chair Report – Chief Crutcher**

Two folks inquired about the mass email that was sent out encouraging voters to re-elect the current VCOS board members up for re-election. Chief Florentino called those individuals and explained that the email wasn't sent on behalf of IAFC or VCOS. Two other candidates have sent out mass emails since then. An email went out June 8<sup>th</sup> reminding those that hadn't voted yet to do so. 487 people have voted so far which is about 20% of all eligible voters. A reminder about the election closing date will be posted on social media.

Chief Windisch inquired about an action plan based on this. Chief Florentino recommended getting a subcommittee together to look at creating an election process document to be given to candidates. The group will also need to look at the bylaws. They should also better define the type of departments candidates can be from, the definition of a volunteer department, etc. Chief Windisch will be on the subcommittee. Chief Rush suggested to include someone just re-elected so there is no bias from people that will be up for re-election soon.

Chiefs Wall, Seavey, Catrambone, and Rush were not part of the election process decisions. All inquiries and questions regarding the election were handled by Chiefs Florentino and Crutcher.

**Fire Chief of the Year Nominations – Chief Wall**

Chief Eggleston was submitted at the VCOS nomination for Career Chief of the Year. Chief Byron Andrews was submitted as the VCOS nomination for Volunteer Chief of the Year.

**Bylaws Committee – Chiefs Windisch, Flynn, Collins**

The action item from May was: "The Bylaws Committee will take a look at the current bylaws and the suggested changes. Chiefs Windisch, Flynn, and Collins were appointed to the Bylaws Committee. They should keep Chiefs Florentino and Eggleston in the loop. The committee should have suggested changes to present to the VCOS board at the meeting in November at the Symposium so that we have enough time to then submit them to the IAFC for review so they can be adopted in 2016."

No work has been done on this since May. They are aware that some election information/clarification needs to be included. There will be a document with proposed changes for the November meeting. **Action item: Board members should review the bylaws and suggest any changes to the committee.** Chief Windisch commented that the appointment process of the International Director is up for discussion and that could be controversial. **Action item: Ms. Ameen will reach out to other section liaisons about how they handle their International Director appointment.**

#### **FRI 2015 – Chief Wall**

- Book your flights and send Ms. Ameen your itinerary so she can book your hotel room. Need this by June 18.
- 20<sup>th</sup> anniversary close out – **Action item: Chief Wall suggested a lapel pin and will work with Chief Curl on a design.**
- Board roles and responsibilities
- Booth schedule – Chief Seavey
- Dress code for the Thursday VCOS meeting is jacket, tie, and white VCOS shirt; Friday is VCOS blue shirt; Saturday is business casual but some type of VCOS shirt if working the booth
- Dinner Thursday for VCOS board members/significant others at 6:30pm at Pitty Pat's Porch Restaurant, 25 Andrew Young International Blvd.
- Overall schedule:
  - VCOS breakfast at 7am on Thurs, Fri, and Sat
  - Wednesday: Welcome Reception 5-7pm (Fire Chief of the Year this night)
  - Thursday: General Session 8-11am, IAFC Business Meeting 11am-12pm, Division Lunches 12-1:30pm, VCOS Annual Meeting 1:30-3pm
  - Friday: Exhibits 10am-5pm, Street Party 5:30-7:30pm
  - Saturday: Exhibits 8:30am-1pm; Presidential Luncheon 1-3pm

Chief Catrambone asked if he should fly to Atlanta earlier to attend the iWomen conference to represent VCOS. **Action item: Chief Catrambone will call Chief Wall on this.**

#### **Diversity Report – Chiefs Eggleston and Wall**

Chiefs Eggleston and Wall had a call last week with the Human Relations Committee's Vice Chair and staff liaison, Jim Philipps. The HR Committee has some changes and will be getting them to us.

#### **Leading the Transition – Chiefs Crutcher**

The action items from the May board meeting were to "review the correct instructors and confirm the class in Harris County."

Chief Crutcher reported that he and Chief Eggleston have had some side conversations before reaching out to Chief Cheves. **Action item: When Chief Eggleston gets back from Germany, they will touch base with Chief Cheves.** They may want to coordinate some of the information coming out of the LEC project and also update the Red Ribbon Report.

Chief Collins suggested not “re-writing” it, but producing a new updated document. **Action item: Chief Crutcher will take a closer look at the Red Ribbon Report and what might be needed in terms of updates and put together a budget.**

#### **Volunteer POV Response Paper – Chief Eggleston**

Chief Eggleston was not on the call so this will be discussed in July.

#### **Symposium in the Sun – Symposium Committee**

There was a call earlier today about guest speaker, Mr. Randy Mantooth. They need to work out further details for his appearance. He will come to the VCOS dinner on Thursday. He will do a ten minute introduction on Thursday and then speak on Friday for an hour and sign autographs.

Registration is ahead of last year. The Hilton is sold out and the Pier House 60 is 60% full. There is still plenty of room at the Marriott.

Sponsors and vendors are coming along. Send information to Ms. Shannon Gilliland if you have sponsor leads. The Symposium website has a tab for sponsors/vendors.

Chiefs Crutcher and Flynn are working on getting IAFC division/section representatives to Symposium for a meeting on Friday afternoon. **Action item: They will have a plan by the next conference call with the invite list.**

Mr. Bill Webb from CFSI has accepted our invitation to come to the Symposium.

#### **Symposium West – Chiefs Collins, Windisch, Wall**

The committee has reviewed the various city options for Symposium West. This will be a replication of the Symposium in the Sun, not a duplication. They are hoping to get 200 attendees. They have narrowed the cities down to Denver or Reno. Chief Collins recommended Reno since the pricing and perks look best there. IAFC staff has worked with a property there (Peppermill Resort) for the WUI conference and has been very happy. Chief Windisch stated that we need to be careful the first year and this option is the lowest cost and risk to us.

Chief Rush asked if VCOS has considered partnering with another section to conduct a conference. The Symposium Committee had some discussions about partnering with other sections/organizations, but decided not to. Chief Wall added that VCOS has attended other sections’ conferences in the past.

This is not a multi-year decision. We will re-evaluate after the first Symposium West in 2016.

**Motion by Chief Collins and seconded by Chief Flynn to hold Symposium West on May 7, 2016 in Reno, Nevada at the Peppermill Resort and approve the executive committee to move forward with staff to get the contract signed. Motion carried. \***

**\*Note: This motion was amended on the July conference call with new dates of May 13-14, 2016.**

CFSI is beforehand.

**Action item: Chiefs Windisch and Wall will talk to Ms. Jennifer Cooke next week on marketing Symposium West.** We should wait to market it until after the contract is signed. There was a suggestion to email members first and also to market it at FRI.

**Action item: Chief Wall will work with Chief Collins on a committee list for Symposium West.**

#### **Leadership & Employee Collaboration (LEC) Project – Chief Larson**

They are working on planning a meeting in Denver in July. The invitations have gone out. Chief Larson was not on the call to provide further updates.

#### **Communications Committee – Chiefs Crutcher, Larson, Catrambone**

The Spring 2015 newsletter went out and most people have received it. The next newsletter will focus on the wrap-up of the VCOS 20<sup>th</sup> anniversary and include an article and photos from the NASCAR deck lid ceremony at the National Fire Heritage Center. That issue will come out around FRI, maybe after. Social media and website updates have been made regularly.

#### **Awards and Scholarships – Chief Wall**

10 applications have been received for FRI scholarships. The Training Officer Award had 35 submissions and the winner will be announced soon. There was a great slate of candidates this year. Ms. Ameen is working to update the Symposium awards and scholarships applications so that the application period can open soon. The VFIS awards will have an online application this year.

#### **We are the IAFC Membership Campaign – Chief Wall**

We will be submitting Ms. Karen McQuaid who was recommended by Chief Collins. We still need more if possible. We will reach out to iWomen to see if they have someone in mind.

#### **NVFC SAFER Update – Chief Flynn**

A press release was attached that announced the launch of the new NVFC recruitment campaign portal/website located at <http://portal.nvfc.org/>. There is also a new video.

#### **Fire Service Cancer Steering Committee**

Chief Seavey's notes from the meeting were attached to the agenda. Chief Seavey is also working to have NVFC and VCOS work together on cancer issues.

#### **NFPA 1720 – Chief Windisch**

Chief Windisch contacted Chief Greg Render and Mr. Skip Gibson about considering some type of ISO recognition. Chief Render replied that they don't meet until 2016 and he will place that on the agenda.

#### **Old Business – Chief Wall**

Chief Wall talked to Mr. Tommy Hicks after his May VCOS board meeting presentation. He reported that Mr. Hicks is sensitive to the existing VCOS partnerships. Chief Wall has received 2 people interested in helping. Chief Wall will reach out to some more folks and get back to Mr. Hicks. **Action item: Chief Wall will send emails looking for others to help with this.**

Chief Wall called and left a message for Chief Denis Rubin about the Wingspread Conference and we will discuss this on the July call.

### **New Business – Chief Wall**

**Action item: Chiefs Wall and Eggleston will work on the CPSE CPC endorsement letter.**

**Motion by Chief Flynn and seconded by Chief Crutcher to reappoint Chief Kevin Cooney to the NFFF Advisory Committee. Motion carried.**

Mr. John Woulfe contacted Chief Wall about the Alert grant being submitted by the IAFC in partnership with many other fire service organizations. A copy of the proposal summary was attached to the agenda. Chief Wall told Mr. Woulfe that VCOS would support this effort.

### **Roundtable and Committee/Project Updates**

Catrambone: He attended the Missouri Valley conference which was the same weekend as his state conference. The turnout was low with about 80-100 attendees. There was very little volunteer/combo department participation. Chief Cumode will be running for IAFC 2<sup>nd</sup> VP. Chief Catrambone talked to a few people that would be willing to write articles for VCOS. He recently got 2 more people from North Dakota to join the IAFC/VCOS.

Rush: He will be attending the New York state conference next week.

Windisch: Another combination department in his area is in turmoil. All of the resources that VCOS provides such as the Red Ribbon Report, LTC, etc. are important to help with these issues. He will be attending a conference in Galveston.

Crutcher: He and Chief Eggleston will be going to the SEAFC conference next week. His state conference is also coming up.

Wall: He reported that folks from Kentucky nominated Chief Crutcher for Volunteer Fire Chief of the Year.

Collins: They recently completed a FROG class in New Gloucester, Maine. They will be sending a check for the class. The BH&H class in Texas had low attendance.

Flynn: He attended the New England conference in Portland, Maine.

Ameen: Send your FRI hotel needs ASAP.

Wall: There is another New England meeting at the end of the month. The Connecticut SAFER grant is looking to do a BH&H in October and then do part 2 in February 2016. There could be a FROG class in May next year. He reported that the VCOS Executive Committee may visit Shell Pipeline in Texas and have a meeting there to grow and cultivate the partnership.

The call ended at 5:26pm ET.

\* Next call: July 9, 2015 at 4pm ET