



Quarterly Board of Directors Meeting Minutes **Draft**

Tuesday, October 17, 2023

9:00 pm Eastern; 8:00 pm Central; 7:00 pm Mountain; 6:00 pm Pacific

1. Those present:

- Bruce Suenram, President
- Marvin Hill, Vice President, and Illinois State Director
- Monte Olsen, Secretary
- Scott Barthelmass, Missouri State Director
- Bonnie Jones, Montana State Director
- Jay Cross, Oregon State Director
- Mark Jack, Texas State Director
- Orlanda Smith, Individual Director At-Large
- Candy McCullough, Immediate Past President

2. There were no guests present.

3. President Suenram called the meeting to order at 6:09 pm Pacific Time

4. Director Smith made a motion to approve the minutes of the September 17, 2023, quarterly meeting and the motion passed.

5. Remarks and Reports

- President Suenram made a motion and the motion passed to create an ad hoc Executive Committee with the President, Vice President, and Executive Director as members with any available member of the Board of Directors to fill in for the President, Vice President, or Executive Director in their absence from an Executive Committee meeting and that the Executive Committee has the authority to act on behalf of the Board of the Directors between meetings of the Board of Directors.
- Executive Director Locum Olsen gave a membership and post-conference room.
- Executive Director Locum Olsen gave also gave the Financial Report as of October 17, 2023
- Executive Director Locum Olsen reported on meetings with the International Association of Fire Chiefs Executive Director, the Streamline partner, and the National Special Districts Coalition Advocacy Director.

6. The General Orders of the Day were postponed as follows:

- Review of the following Policies to the next meeting of the Board of Directors:
 - Policy 6 [Protection of Records](#)
 - Policy 3 [Partnerships and Agreements](#)
 - Policy 4 [Credentials](#)
 - Policy 5 [Committee Chairs and Members and Authority of Committees](#)
 - Policy 8 [Event Cancellation](#)
- Update of the Strategic Plan to the January 14, 2024, Board of Directors meeting.
- Adoption of the 2024 Budget to the January 14, 2024, Board of Directors meeting.

7. There was no Unfinished Business.

8. New Business:

- Membership dues for 2024 were discussed and it was the consensus of the Board that the Executive Committee explore changing the membership structure from individual officials to districts for all individuals of a district's governing board with any recommended changes of the membership structure incorporated into Policy 10 and that a proposed revision of Policy 10 be on the agenda for the next meeting of the Board of Directors.
- Conference fees for the 2024 Conference were discussed and it was the consensus of the Board that the Executive Committee incorporate a conference fee schedule into Policy 8 and that a proposed revision of Policy 8 be on the agenda for the next meeting of the Board of Directors.
- Memorializing past practices and desired future practices regarding conference presenter honorariums and travel reimbursements was discussed and it was the consensus of the Board that the Executive Committee, with input from Sladek Conference Services, propose a new policy for remuneration of conference presenters and that said proposed new policy be on the agenda for the next meeting of the Board of Directors.
- Themes for 2024 Conference were discussed with the following topics to be provided to Sladek Conference Services:
 - Community Risk Reduction (CRR);
 - Lithium-ion battery safety;
 - Per- and polyfluoroalkyl substances (PFAS);
 - Replacement of the National Fire Incident Reporting System (NFIRS);
 - Use of drones;
 - Personnel recruitment and retention;
 - Diversity and inclusion;
 - Emergency Responders mental well-being; and
 - Increasing ambulance, EMS, and fire service revenues.

9. Announcements:

- Upcoming Quarterly NAEFO Board of Director Meetings
 - 1st Quarter: January 16, 2024, virtually at 9:00 pm Eastern
 - 2nd Quarter: April 16, 2024, virtually at 9:00 pm Eastern
- Upcoming events and potential NAEFO presence:
 - South Carolina Association Special Purpose Districts [Annual Conference](#) October 18-20, Myrtle Beach
 - Washington Fire Commissioners Association [Conference](#) October 25-28 in Tulalip
 - Oregon Fire District Directors Association's [Oregon Fire Service Conference](#) on November 1-4 at Seaside

10. Upcoming Meeting Agenda Items:

- Review of Policies in at the January 16, 2024, Board of Directors meeting:
 - Policy 1 [Governance of Policies](#)
 - Policy 2 [Amending and Repealing Bylaws](#)
 - Policy 7 [Check Approval and Signing](#)
 - Policy 9 [Sponsorship Guidelines](#)
 - Policy 10 [Annual Membership Dues](#)

11. President Suenram adjourned the meeting at 7:42 pm Pacific Time.