



## **Quarterly Board of Directors Meeting Minutes March 7, 2020, 2019, 11:30am Central; 9:30am Pacific**

Black Jack Fire Protection District  
5675 US Highway 67, Florissant, MO 63034  
Washington State Fire Commissioners Association Conference Room  
605 11<sup>th</sup> Ave SE, Olympia, WA 98501

- 1 . Meeting participants by conference call:
  - Candy McCullough, President
  - Bill Eckroth, Vice President
  - Barry Orth, Secretary/Treasurer
  - Ken Schmalbeck, Missouri State Director
  - David Burnett, Oregon State Director
  - Gerry Gustafson, Washington State Director
  - Orlanda Smith, Individual Director At-Large
- 2 . Call to order at 11:33 am Central Time.
- 3 . Recognition of administration staff and guests present:
  - a . Monte Olsen, Executive Director
  - b . Jeanne Ernst, Administrative Assistant
- 4 . Minutes were approved from 11/23/19 Board Meeting as: 7.a. corrected to read:

2020 Budget was reviewed. Jeanne Ernst will put budget and 2020 figures into Excel.
- 5 . Reports:
  - a . Candy McCullough, President:
    - Candy has been appointed to the Fire Fighter Assistance Grant Review Panel and will follow up on Ken Schmalbeck's nomination to the Panel.
    - Would like to encourage everyone to attend the 32<sup>nd</sup> CFSI Educational Symposium in Washington, DC April 29<sup>th</sup>-30<sup>th</sup>, 2020 and meet with his or her legislators. Washington State will send 32 people.
    - Everyone should attend their respective state legislation days and lobby their state senators and state representatives.
    - She encouraged members to contact their legislators in DC and gave summaries of current important legislation.
    - A distribution to our membership of critical legislation to be done via Mailchimp blast.

- Ken Schmalbeck was appointed as the Chair of the Bylaws Committee.
  - b . Monte Olsen, Executive Director (attached)
  - c . Jeanne Ernst, Administrative Assistant
    - Jeanne will calculate and report any back pay due her and if necessary, prepare an amendment to the 2020 budget. She will also prepare a current financial statement.
- 6 . State Association Reports
- a . State of Missouri, Ken Schmalbeck – the legislature has convened and bills pertaining to emergency services were introduced. There has been no substantial progress made on any of these bills. The real legislative work begins after the Spring recess. Missouri’s legislative firefighters day is March 18 and they generally have a very good turnout including chiefs and directors. EMS day is March 9<sup>th</sup>.
  - b . State of Oregon, David Burnett – Legislative session just ended. They did not pass two bills, one to fund wildfire mitigation and a second to fund disaster relief and emergency preparedness. The 2020 Annual Oregon Fire Service Conference will be October 22<sup>nd</sup>-24<sup>th</sup> at the Salem Convention Center.
7. State of Washington, Candy – see president’s report. .
8. Unfinished Business:
- a. 2020 Budget was approved as constructed and attached-subject to future amendments.
  - b. The following revised polices were approved as presented with the following amendments:
    - [Partnership Agreements Policy #3](#) with “agreement” pluralized in 3.10(g);
    - *Sponsorship Guidelines Policy #9* with “skirting,” struck out of the policy; “for one” struck out of the first bullet under 9.12; “half page ad” rejected to be added in place of “quarter page ad” in 9.14; and “quarter page ad” was amended to “an eighth of a page ad” in 9.15;
    - [Association Membership Dues Policy #10](#).
  - c. A decision to change website hosting with Digital Deployment, Inc. dba Streamline was postponed to the next meeting.
9. New Business:
- a. A decision to enter into a marketing agreement with Digital Deployment, Inc. dba Streamline was postponed to the next meeting.
  - b. The principal office of NAEFO was determined to be that on file with the Oregon Secretary of State.
  - c. The revised 2019-2022 Strategic Plan was approved as presented with the following amendments: the Past President is Bob Skaggs, retired Director from Graham Fire and Rescue and a separate line for the Education Committee is struck because it is listed on the preceding line.
10. Standing Committee Reports:
- a. Bylaws, Chair Ken Schmalbeck: No report as he was just appointed Chair at the beginning of the meeting.

- b. Communication, Chair Bill Eckroth: He is willing to create a new Facebook page with the new name of the organization if Monte is unable to change the name of the existing page. Feedback was given to Ken Schmalbeck on his proposed revision of the tri-fold brochure. Membership dues payment is possible by mail from the brochure and directly on the website. The Chair asked that a topic be placed on the next agenda for trade show displays, banners, etc. to be used at state conferences.
- c. Conference and Education, Conference Chair Candy: Two speakers are booked. She would like to have four to five presenters which is now possible with the Board meeting on Sunday evening before the conference. Bill requested Two subjects be covered: Coronavirus and wildland fires.
- d. Legislative, Barry Orth: Federal legislation was reviewed by Candy from the CFSI legislation web page: <https://www.cfsi.org/legislation-advocacy/current-legislation/>

11. Announcements – all encouraged to attend:

- a. Fire District Association of California Conference, April 1<sup>st</sup>-3<sup>rd</sup>
- b. Arizona Fire District Association Conference, April 7<sup>th</sup>-10<sup>th</sup>
- c. CFSI Symposium and Dinner in Washington, DC on April 29<sup>th</sup>-30<sup>th</sup>
- d. Association of Fire Districts of the State of New York Conference, April 30<sup>th</sup>-May 2<sup>nd</sup>
- e. Illinois Association of Fire Protection Districts Conference, June 18<sup>th</sup>-20<sup>th</sup>
- f. Missouri Ambulance Association on Jun 16<sup>th</sup>-27<sup>th</sup>
- g. Missouri Association of Fire Protection Districts Conference, June 26<sup>th</sup>-27<sup>th</sup>
- h. Next Meetings:
  - i. May 30, 2020, at 10:30am Mountain Time in Denver, CO and Olympia, WA
  - ii. September 20, 2020, at 6pm Pacific Time in Las Vegas, NV
- i. Jeanne will send out a review of the action items after the meeting.

12. Meeting adjourned 2:10pm Central Time.

Respectfully submitted,

Jeanne Ernst  
Administrative Assistant