

Minutes
Western Fire Chiefs Association
Thursday, November 19, 2009
Teleconference

1. CALL TO ORDER

A. Roll Call

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|--|--|
| <input checked="" type="checkbox"/> Gary Aleshire, President | <input checked="" type="checkbox"/> Mark Wendelsdorf, Idaho State Vice President |
| <input checked="" type="checkbox"/> Jim Critchley, Vice President | <input checked="" type="checkbox"/> Brett Waters, Montana State Vice President |
| <input type="checkbox"/> Joe Perry, International Director | <input type="checkbox"/> Douglas Stevens, Nevada State Vice President |
| <input checked="" type="checkbox"/> Jeff Johnson, Past President | <input type="checkbox"/> Paul LeSage, Oregon State Vice President |
| <input checked="" type="checkbox"/> Warren Cummings, Alaska State Vice President | <input checked="" type="checkbox"/> John Evans, Utah State Vice President |
| <input checked="" type="checkbox"/> Paul Adams, Arizona State Vice President | <input checked="" type="checkbox"/> Jim Broman, Washington State Vice President |
| <input checked="" type="checkbox"/> Doug Williams, California State Vice President | <input checked="" type="checkbox"/> Jim Weigand, NCSA Chair |
| <input type="checkbox"/> Ken Silva, Hawaii State Vice President | <input checked="" type="checkbox"/> Jeff Griffin, Executive Director |

Staff and guests in attendance: Jessica Heintz, Crosby Grindle, Samantha Simpson and Hal Key. Roll Call taken – quorum established.

2. CONSENT AGENDA

Motioned by Doug Williams, seconded by Paul Adams to approve the October 22, 2009 minutes. Motion carried.

3. FINANCIAL REPORT

- A. WFCA Year-to-Date – Jessica Heintz provided a review of the financial reports and indicated that the 3rd Quarter GPO Royalty checks have been mailed. **Motioned by Warren Cummings, seconded by Doug Williams to approve the financials. Motion carried.**
- B. NCSA Financial Report – Jessica Heintz discussed the financial report received from NCSA.

4. OLD BUSINESS

- A. Strategic Plan – Jim Critchley indicated that the Strategic Plan has been distributed to the Board and objectives have been assigned. Jim will be working with everyone to add timelines, clarify objectives and finalize deadlines. The goal is to have the plan finalized before the end of December. Crosby discussed our Strategic Plan process and the appropriateness of aligning our strategic direction at the President's Forum and viewing it as a living document. Ideally, it would be a continual process with dynamic verbiage to allow flexibility. An issue is that WFCA bylaws state: "Expected to produce and promulgate biennial strategic plans consistent with the doctrine". Staff will submit written suggestions to the Board at the next meeting.
- B. ISO Update – Jeff Griffin indicated that the ISO bullet points have been provided and are in the meeting packet. He deferred to Jeff Johnson to provide additional information regarding ISO. Jeff Johnson discussed the meeting with ISO and briefly described ISO's approaches, analysis and modernization of their system.
- C. IRS Form 990 – Jeff Griffin advised that the IRS Form 990 was signed and mailed.
- D. WFCA Contribution Policy – Jeff Griffin reviewed the proposed contribution policy and discussed the input received from the previous teleconference. Following additional discussion, the recommendation is that a procedure will be established. The procedure will provide that requests be filtered through the respective State Vice President to determine validity and if it will be submitted to the entire board for consideration and a vote. This will keep connectivity with the states. Staff will submit the written procedure at the next meeting.
- E. 2010 Budget – Jeff Griffin advised that the proposed budget was in the packet and that it included the Actuals for 2007-2009. **Motioned by Warren Cummings, seconded by Doug Williams to adopt the proposed budget for 2010. A roll call vote was taken and the motion passed unanimously.**
- F. DD Capital Investment Recommendation – Jeff Griffin advised that the proposed upgrades have been broken down by item. Daily Dispatch Manager Jennifer Phillips has looked at a number of options for upgrades and has come back with a proposal that she feels is in our best interest. Following additional discussion, it was **motioned by Warren Cummings, seconded by Mark Wendelsdorf to approve the capital investment expenditure for the Daily Dispatch. Roll call vote taken and motion carried unanimously.**

5. NEW BUSINESS

- A. 2010 Proposed Meeting Schedule – Staff addressed the proposed meeting schedule for 2010. The consensus was to schedule the meetings for the Fourth Thursday of each month. Staff will provide a meeting schedule with the selected dates at the next meeting.
 - B. Committee Report – Staff advised that Val Martin provided the NFPA 1 Technical Committee report and that it was being distributed to the board for their review and information.
 - C. President's Forum Agenda – Gary Aleshire indicated he would appreciate agenda suggestions and comments for the upcoming forum. Crosby indicated that staff would appreciate the Board's input on current legislative issues or special topics they would like to see addressed at the President's Forum. Warren Cummings suggested the PERS Retirement comparisons. Jim Broman suggested the issue of fire protection for unprotected lands. Warren suggested inviting a representative from the National Fire Marshal's Association. This item will be kept on the agenda for discussion.
 - D. President Vote – Jeff Griffin reported that Gary Aleshire's contract with Snohomish Fire will be expiring at the end of the year and advised that Gary could complete his elected term as President with a 2/3 majority vote of the Board. Jeff stated that Gary is willing to complete his term, which would conclude at the 2010 FRI. The board's recommendation was to allow Gary to finish his term as President. **Motioned by Warren Cummings, seconded by Mark Wendelsdorf for President Gary Aleshire to fulfill his elected term. A roll call vote was taken and the motion passed unanimously.**
 - E. NCSA Proposed Comments - Gary Aleshire advised that NCSA had a comment statement they would like the WFCB Board to review and that Hal Key would be able to provide additional information. Hal Key provided information and a brief history of the issue of intumescent coating and the attempt to get the product approved through IAPMO ES. Hal reported that the intumescent material hasn't proven that it will stay adhered and it is only being applied on a single side, as opposed to being impregnated. Jim Weigand reported that this is a potential firefighter safety issue that would affect buildings that will be constructed from now on. NCSA would like to take a proactive approach and address the concern before it becomes a safety issue. **Motioned by Paul Adams, seconded by Jim Critchley to support the NCSA's position and comment statement to IAPMO ES.** Gary commended NCSA for their efforts in keeping firefighter safety in mind.
6. **PRESIDENT'S REPORT** – Gary Aleshire reported that he is currently in Hawaii to attend the Hawaii Chief's Conference.
 7. **INTERNATIONAL DIRECTOR'S REPORT** – Joe Perry – absent.
 8. **STAFF REPORT** -- Crosby provided a quick update on the IACP Leadership program and reported that he has been working with them to line out the partnership terms. We are willing to promote a pilot program that supports both the fire and law enforcement in the Western Division. Crosby has also offered Kevin Brame time to propose his program to the Board. Kevin's program is conducted nationally and endorsed by the National Fire Academy.
 9. **EXECUTIVE DIRECTOR'S REPORT** – Jeff Griffin reported on the Fire Act Grant. He also discussed the Fire Service Bookstore URL and the similarity of the URL for the L.N.Curtis bookstore. This is an important issue as other divisions are now asking their members to purchase through us and the one letter URL difference could affect the amounts returned to the states and divisions. Jeff has talked with Bob Blackmore and has been advised that there are specific laws with regard to cyber squatting, which specifically prohibit squatting around another URL to divert sales. Jeff is seeking approval to discuss the strategies with Bob Blackmore. Following additional discussion, the Board authorized Jeff to move forward and lay out a strategy.

10. BOARD MEMBER REPORTS

VICE PRESIDENT – Jim Critchley reported that he finished his MBA and has a little more time. He is looking forward to the President's Forum.

PAST PRESIDENT'S REPORT – Jeff Johnson had to leave the call before giving his report.

ALASKA – Warren Cummings stated that it is ten below and supposed to drop to thirty below.

ARIZONA – Paul Adams inquired about GPO and the specifications on the protective clothing process. Crosby responded by saying that MES has been active and the contract provides for special pricing.

CALIFORNIA – Doug Williams had nothing to report at this time.

HAWAII – Ken Silva discussed the current work on their legislative package and indicated that session starts soon. He further described budget and cost considerations as they relate to their legislative package. Ken indicated that their conference will be held in November and he hopes that those attending will bring their families.

IDAHO – Mark Wendelsdorf stated that they are working with their legislature on fire prevention and code interpretations. There have been a number of issues with small rural agencies and code interpretation. Mark asked about the group liability insurance for associations. Jeff Griffin stated that he would check with Kevin on the status and send a follow-up email.

MONTANA – Brett Waters reported on the plan to hold their Mid-Winter meeting and that he is looking forward to the President's Forum.

NEVADA – Douglas Stevens – absent.

OREGON – Paul LeSage – absent.

UTAH – John Evans had nothing to report at this time.

WASHINGTON – Jim Broman reported that Washington just completed a two-day strategic direction meeting. At that meeting Chief David Daniels indicated his interest in running for IAFC 2nd VP. Jim asked about succession planning within WFCFA.

NCSA CHAIR – Jim Weigand stated that NCSA meeting had been postponed until next week. He discussed the code development committee and their continued commitment to firefighter safety.

GOOD OF THE ORDER – The next meeting is scheduled for **December 17, 2009**.

ADJOURNMENT – **Motioned by Warren Cummings, seconded by Jim Critchley to adjourn the meeting. Meeting adjourned.**

Minutes recorded/submitted by:
Samantha Simpson, WFCFA Administrative Staff