# **Date:** September 23, 2022

**Hosted by:** Santa Barbara City Fire Department

**Location:** 925 Chapala St., Santa Barbara, CA 93101

### Call to Order and Introductions:

* + **Call to order:** Michelle Pearson called the meeting to order at 9:09am.
    - Gina Molina, Deborah Baird not in attendance but still have a quorum.
  + **Flag salute:** Carol Lupo led the flag salute. Carol shared that Ron was headed home from UCLA today, surgery went well and read his email addressing the group and thanking all for being there.
  + **Inspiration:** Chaplain Jerry Gray provided inspirational message.
  + **Welcome:** Fire Chief Chris Mailes, Santa Barbara City Fire Department, gave a welcome. Grateful to have us here.
  + **Self-Introductions/First Time Attendees:** 
    - First time attendees/New members:
      * Deanna Kendall, Santa Monica Fire (via zoom)
      * Cynthia Ramirez, Santa Fe Springs Fire
      * Donna Rohrer, Chino Valley Fire
      * Krista D’Agostino, Lakeside Fire
      * Jennifer Brown, Laverne Fire
      * Terese Crispin, Santa Barbara City Fire
      * Kris Edwards, Ventura Fire
      * Eileen Lewis, Bakersfield Fire

### President’s Report:

Michelle Pearson:

* + Executive Board Meeting

E-Board met and worked on succession planning and position descriptions/duties. In process of updating documentation that eases transition of board members.

* + Cal-Chiefs Conference Highlight

Tina and Michelle set up AFSS table September 13-15 Conference in Sacramento.

Attended several trainings and conducted member outreach with Chiefs.

### Consent Calendar:

* + **Meeting Minutes:**
    - Approval of June 23, 2022, quarterly meeting minutes.
  + **Treasurers Report:**
    - Approval of Treasurer’s report.
  + Motion to approve the consent calendar by Alicea Caccavo, seconded by Deborah Pinhero. Unanimous, motion carried.

### Reports:

* + **Section Chief’s Report:** Liaison Chief Don Butz, Lakeside Fire Department
    - Legislation begins in January. CalChiefs meeting in October to set legislative plan and working plan for new incoming President. Please send any legislative items to Chief Butz.
    - Very appreciative that AFSS Board members were at the vendor fair at CalChiefs. Felt it was a good representation. Recommended utilizing contacts from CalChiefs conference to send out fan out info.
    - Tina mentioned succession planning importance for administration. Butz recommended hosting a succession planning class/panel discussion for Admin section and invite Fire Chiefs.
  + **Correspondence Report:** Corresponding Secretary Sarah Montagne
    - Fan-out requests noted.
    - Retirements: Janet Vines from Palm Springs.

* + **Committee Reports:** President Michelle Pearson
    - Bylaws Committee: Darilyn O’Dell, Christine Flores

SOGs are currently in review.

* + - Historical Committee: Erin Dooley, Debbie Pinhero
    - Waiting for El Segundo to send records for scanning.
    - Website and Social Media/Communications Committee: Maria Cabral (report by Michelle Pearson)
    - Nothing to report.
    - Michelle requested Maria add the committees/members to the website.

Social Media-Christy Heddon

* + - Set up Instagram/Facebook
    - Adding Departments to get more following, more reposts.
    - Education and Training Committee: Bruni Reyes (via zoom)
    - Bruni is working on 2023 Conference keynote speakers and training topics.
    - 12/7 Redlands Meeting – Confirmed Stop the Bleed and Active Shooter training.
    - Need additional committee members to assist Bruni.
    - Training dates for the following year are chosen in December.

* + - Membership Committee: Ron Liechti (Michelle Pearson gave report)
    - Following Ron’s retirement, there is a committee vacancy. Not a long-standing commitment but the need is urgent. Need to begin tackling this year’s membership drive.
    - Ron completed latest membership drive and provided badges/binders.
    - Ways and Means Committee: Staci Kolbeck
    - Nothing to report
    - Conference Committee: Michelle Pearson
    - 2023 Conference will be at Bahia Resort in San Diego, May 3 – 5.
    - 10 people on conference committee. Will be hosting zoom meeting to confirm training and education. Plan to finalize by 12/1. 11/1 is next committee planning meeting.
    - Legislative Ad-hoc Committee: Alicea Caccavo/Tina Lopez
    - A lot of legislation regarding fire service; MonkeyPox, SB335. Alicea will forward the current legislation document for fan out.
    - Strategic Plan Ad-Hoc Committee: Michelle Pearson on behalf of Tina Lopez
    - Working on Strategic Plan. 4 South members and 1 North member. Very time consuming to build the 3-page plan. Completed Section and Chief polls. Brita working on Table of Contents. One more review needed before presentation at December meeting.

### Presentation/Educational Program: Cal OES Mutual Aid Reimbursements (MARS), presented by Auburn Diede and Sage Torrez, Cal OES

### Break for lunch/Opportunity Drawing

### Business:

* + **Charitable Contributions:** 
    - $200 per quarter chosen from nominations by members.
    - E-Board unanimously selected retired Brea City employee, May. Overwhelmed and unemployed following husbands passing. E-Board voted May due to others having other avenues of acquiring funds. Check being sent to Christine White to present to her.
  + **Phil Armentrout Scholarship Fundraiser:** 
    - Covers registration and half of room cost for Annual Conference (Typically $800).
    - Gina Molina putting together Disneyland package with tickets/hotel ($2500 value). Members sell tickets ($5/ea) via website only. Will draw winner at December meeting.
    - Several other scholarships available. Email to be sent soon. All letters of interest should be sent to 2nd VP, Gina Molina.
  + **Executive Board FY2022/23:** 
    - Member-at-Large position is new to AFSS South. It was created to help with E-Board quorum as the position does have voting rights. Ruth Slusher will be Admin Member-at-Large. She is unable to vote until she has been sworn in. Should be sworn in within the next month or so.
  + **Approval of FY22/23 Budget:** 
    - $1,500 for speaker budget.
    - Increased E-Board Meeting budget and added leadership training.
    - Increased CalChiefs Conference budget so that 2 Board members can attend.
    - Added Conference line item, budgeted 75 attendees, $28,000.
  + Motion to approve the FY22/23 by Alicea Caccavo, seconded by Deborah Pinhero. Unanimous, motion carried.

### Adjournment

Next Meeting: 12/7/22 - Hosted by Redlands Fire. All 2023 meeting dates will be chosen at this meeting. If you would like to host a 2023 meeting but not able to attend December meeting, please email Michelle Pearson potential dates and location. The AFSS Member of the Year will also be announced.

With no additional business to discuss, the meeting adjourned by President Pearson at 1:57.

Minutes prepared by: Sarah Montagne, AFSS Southern Division Corresponding Secretary

**Future Meetings & Events**

**Southern Division E-Board**

Wednesday, 11/9/22 at 10:00am – Rancho Cucamonga Fire

**Joint E-Board Northern and Southern**

Joint Zoom Meeting

May 2, 2023 at Conference

**Quarterly General Membership**

Wednesday, 12/7/22 at 9:00 am – Redlands Fire

## Conferences

AFSS Educational Forum 2023

May 3 – 5 at Bahia Resort, San Diego

|  |  |  |  |
| --- | --- | --- | --- |
| **July 1, 2022 to June 30, 2023** | | | |
| **Executive Board and Committees – Southern Division** | | | |
| **Position** | **Name** |  | **Comments** |
| President | Michelle Pearson |  |  |
| First Vice President | Tina Lopez |  |  |
| Second Vice President | Gina Molina |  |  |
| Recording Secretary | Deborah Baird |  |  |
| Corresponding Secretary | Sarah Montagne |  |  |
| Treasurer | Terri Aylward |  |  |
| CalChiefs’ Liaison | Don Butz |  |  |
| Member at Large | Ruth Slusher |  | Still requires swearing in |
|  |  |  |  |
| **Committee** | **Executive Board Liaison** | **Coordinator** | **Members** |
| Bylaws/Guidelines | Deborah Baird | Christine Flores, Darilyn O’Dell, |  |
| Communications/  Website  Social Media | Sarah Montagne | Maria Cabral  Christy Heddon | Website Updates – Maria Cabral  Social Media – Christy Hedden |
| 2023 Conference | Terri Aylward | Michelle Pearson | Francine Gutierrez, Amy Van Atta, Monica Rojas, Darilyn O’Dell, Sarah Montagne, Ruth Slusher, Deborah Baird, Bruni Reyes, Christy Heddon, Gina Molina |
| Education | Tina Lopez | Bruni Reyes |  |
| Historical | Deborah Baird | Erin Dooley, Debbie Pinhero |  |
| Membership | Gina Molina |  | Debbie Matthews |
| Ways & Means | Terri Aylward | Staci Kolbeck |  |

**Members in Attendance** *\*Denotes Executive Board Member*

|  |  |  |  |
| --- | --- | --- | --- |
| **IN ATTENDANCE** | **FIRST NAME** | **LAST NAME** | **AGENCY** |
|  | BARBARA | ALTIZER | SOUTH PASADENA FIRE DEPARTMENT |
| X | KELLY | AREBALO | ATASCADERO FIRE & EMERGENCY SERVICES |
|  | VANESSA | ARIAS | EL SEGUNDO FIRE DEPARTMENT |
|  | LISA | AYALA | COLTON FIRE DEPARTMENT |
| X | TERRI | AYLWARD\* | MURRIETA FIRE & RESCUE |
|  | DEBORAH | BAIRD\* | CARLSBAD FIRE DEPARTMENT |
|  | PATTY | BARRAGAN | ARCADIA FIRE DEPARTMENT |
| X | THERESA | BARRERA | LA COUNTY FIRE DEPARTMENT |
|  | JUDY | BLUMBERG | PALM SPRINGS FIRE DEPARTMENT |
|  | JANISE | BOCSKOVITS | LAKESIDE FIRE PROTECTION DISTRICT |
|  | ANDREA | BROOKS | ORANGE CITY FIRE DEPARTMENT |
| X | JENNIFER | BROWN | LA VERNE FIRE DEPARTMENT |
| X | STORM | BROWN | VIEJAS FIRE DEPARTMENT |
| X | DON | BUTZ\* | LAKESIDE FIRE PROTECTION DISTRICT |
|  | MARIA | CABRAL | SANTA MONICA FIRE DEPARTMENT |
| X | ALICEA | CACCAVO | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
|  | PAULA | CARDIEL | SANTA MONICA FIRE DEPARTMENT |
|  | MARISOL | CHAVEZ-GALLEGOS | KERN COUNTY FIRE DEPARTMENT |
|  | ANN | COYLE | SAN MANUEL FIRE DEPARTMENT |
| X | TERESE | CRISPIN | SANTA BARBARA CITY FIRE DEPARTMENT |
|  | TONI | CROSBY | BAKERSFIELD FIRE DEPARTMENT |
| X | KRISTA | D’AGOSTINO | LAKESIDE FIRE PROTECTION DISTRICT |
|  | ANGELICA | DE LA TORRE | CHINO VALLEY INDEPENDENT FIRE |
|  | EILEEN | DIRKSEN | CITY OF REDLANDS FIRE DEPARTMENT |
|  | ERIN | DOOLEY | ALPINE FIRE PROTECTION DISTRICT |
| X | KRIS | EDWARDS | VENTURA FIRE DEPARTMENT |
|  | AMY | ELLARD | CITY OF COSTA MESA FIRE & RESCUE |
|  | LAURA | FERNANDEZ | SAN MIGUEL CONSOLIDATED FIRE |
|  | CHRISTINE | FLORES | RANCHO CUCAMONGA FIRE DISTRICT |
| X | NATHALIA | FLORES | SIERRA MADRE FIRE DEPARTMENT |
|  | KATHY | GLICK | ONTARIO FIRE DEPARTMENT |
|  | MARIE | GONZALES | EX. ONTARIO FIRE DEPARTMENT |
|  | FRANCINE | GUTIERREZ | OXNARD FIRE DEPARTMENT |
|  | NANCY | HAGLUND | FIRE CITIES FIRE AUTHORITY |
|  | CATHEE | HARRIS | ORANGE COUNTY FIRE AUTHORITY |
|  | LEAH | HARRIS | SAN MIGUEL FIRE & RESCUE |
|  | BURGEN | HAVENS | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
| X | CHRISTY | HEDDEN | DOWNEY FIRE DEPARTMENT |
|  | JOANNA | HERNANDEZ | BARONA FIRE DEPARTMENT |
|  | DIANA | HERRON | SAN MIGUEL FIRE & RESCUE |
|  | JENNY | HUESIAS | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
|  | CLAUDIA | HUIZAR | REDONDO BEACH FIRE DEPARTMENT |
|  | BRITTANIE | JACOBSON | SAN MIGUEL FIRE & RESCUE |
|  | JENNIFER | JAMES | HEARLAND COMMUNICATIONS |
|  | CARRIE | JOYCE | LAGUNA BEACH FIRE DEPARTMENT |
|  | CHERIE | JUUL | NORTH COUNTY FIRE PROTECTION DISTRICT |
| X | DEANNA | KENDALL | SANTA MONICA FIRE DEPARTMENT |
|  | ANGELA | KING | RIVERSIDE CITY FIRE DEPARTMENT |
|  | STACI | KOLBECK | PALM SPRINGS FIRE DEPARTMENT |
|  | KILEIGH | LABRADO | LAKE VALLEY FIRE PROTECTION DISTRICT |
| X | EILEEN | LEWIS | BAKERSFIELD FIRE DEPARTMENT |
|  | JULIE | LIANG | MONROVIA FIRE & RESCUE |
|  | RON | LIECHTI | SANTA BARBARA CITY FIRE DEPARTMENT |
|  | DEBBIE | LLOYD | RINCON FIRE DEPARTMENT |
|  | JULIA | LOEFFERT | LOMA LINDA FIRE DEPARTMENT |
| X | TINA | LOPEZ\* | VICTORVILLE FIRE DEPARTMENT |
|  | AMY | LOZANO | LOS ANGELES COUNTY FIRE DEPARTMENT |
| X | CAROL | LUPO | SANTA BARBARA CITY FIRE DEPARTMENT |
|  | LETICIA | MARTINEZ | CORONADO FIRE DEPARTMENT |
|  | DEBBIE | MATTHEWS | RIVERSIDE COUNTY FIRE OFFICE OF THE FIRE MARSHAL |
|  | AMY | MAYERCHIK | VALLEY CENTER FIRE PROTECTION DISTRICT |
|  | KAREN | MCCOY | CITY OF RIVERSIDE FIRE DEPARTMENT |
|  | GEORGIA | MINKLEIN | ORANGE FIRE DEPARTMENT |
|  | GINA | MOLINA\* | RANCHO CUCAMONGA FIRE DISTRICT |
| X | SARAH | MONTAGNE\* | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
|  | ANA | NEIRA | LAGUNA BEACH FIRE DEPARTMENT |
|  | VALERIE | NELLIS | HEARTLAND COMMUNICATIONS |
|  | DARILYN | O’DELL | SAN MIGUEL FIRE & RESCUE |
|  | VANESSA | ORTEGA | RIVERSIDE COUNTY FIRE OFFICE OF THE FIRE MARSHAL |
|  | SANDRA | ORTIZ | CHINO VALLEY FIRE DISTRICT |
| X | NORMA | PAGAN | RIVERSIDE CITY FIRE DEPARTMENT |
|  | JULIEANN | PARENTE | FOUNTAIN VALLEY FIRE DEPARTMENT |
| X | MICHELLE | PEARSON\* | CALFIRE/PISMO BEACH FIRE DEPARTMENT |
|  | JANNY | PHAN | ONTARIO FIRE DEPARTMENT |
| X | DEBBIE | PINHERO | ALPINE FIRE PROTECTION DISTRICT |
|  | CYNTHIA | RAMIREZ | SANTA FE SPRINGS DEPARTMENT ON FIRE-RESCUE |
|  | GRACIE | RAMIREZ | OCEANSIDE FIRE DEPARTMENT |
|  | KARLENA | RANNALS | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
|  | SANDRA | REYES | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
|  | BRUNI | REYES | REDLANDS FIRE DEPARTMENT |
|  | SHAYNA | RIANS | SAN MIGUEL FIRE & RESCUE |
| X | DONNA | ROHRER | CHINO VALLEY FIRE DISTRICT |
|  | NUBIA | ROMAN | ONTARIO FIRE DEPARTMENT |
|  | MONICA | ROSAS | PALA FIRE DEPARTMENT |
|  | LORA | ROSS | CITY OF COSTA MESA FIRE & RESCUE |
|  | LAURA | SANCHEZ | METRO CITIES FIRE AUTHORITY |
|  | HEATHER | SHEPPARD | HEARTLAND FIRE & RESCUE LA MESA |
|  | HEIDI | SLABAUGH | HEARTLAND FIRE TRAINING AUTHORITY |
|  | RUTH | SLUSHER\* | SANTA FE SPRINGS FIRE RESCUE |
|  | CHARDELLE | SMITH | BIG BEAR FIRE AUTHORITY |
|  | KRISTIN | STEVENS | CITY OF COSTA MESA FIRE & RESCUE |
|  | TIFFANY | SWANTEK | BIG BEAR FIRE DEPARTMENT |
|  | TONI | THOMAS | HEARTLAND FIRE & RESCUE LA MESA |
|  | HEATHER | TODD | SAN MARCOS FIRE DEPARTMENT |
| X | TERESE | TOOMEY | SANTA MONICA FIRE DEPARTMENT |
|  | CAROL | TOUSIGNANT | MORRO BAY FIRE DEPARTMENT |
| X | STEFANIE | TROMPETER ROLON | LAKESIDE FIRE PROTECTION DISTRICT |
|  | CAROL LYNN | URNER | EL SEGUNDO FIRE DEPARTMENT |
|  | AMY | VAN ATTA | OXNARD FIRE DEPARTMENT |
|  | TIFFANY | VANCE | RIVERSIDE COUNTY OFFICE OF THE FIRE MARSHAL |
|  | SANDRA | VARGAS | METRO CITIES FIRE AUTHORITY |
|  | VICKI | VARNES | CHINO VALLEY FIRE DISTRICT |
|  | PATRICIA | VILLANUEVA | RIALTO FIRE DEPARTMENT |
|  | JANET | VINES | PALM SPRINGS FIRE DEPARTMENT |
|  | BAILEY | WARD | CANYON LAKE FIRE DEPARTMENT |
|  | BARBARA | WATKINS | HEARTLAND FIRE & RESCUE EL CAJON |
|  | BRICE | WEAVER | BOREEGO SPRINGS FIRE PROTECTION DISTRICT |
|  | CHRISTINE | WHITE | BREA FIRE DEPARTMENT |
|  | ALMA | NIELSEN | CHINO VALLEY INDEPENDENT FIRE |