June 22, 2023

Hosted by: Ventura Fire Department

Location: 501 Poli Street, Ventura, CA 93001

### Call to Order and Introductions:

* + **Call to order:** Michelle Pearson called the meeting to order at 9:04am.
  + **Flag salute:** Kris Edwards led the flag salute.
  + **Inspiration:** Fire Chief David Endaya delivered an inspirational message on adversity and failures/achievements.
  + **Welcome:** Fire Chief David Endaya – Welcomed the Admin Section. He thanked the group for all they do. Reminded the group to help others and share, as AFSS is a great resource tool.
  + **Self-Introductions/First Time Attendees:** 
    - First time attendees:
      * Marissa Martin, LA County Fire Department
      * Jennifer Davis, Alpine Fire District
    - New members:
      * Marissa Martin, LA County Fire Department
      * Jennifer Davis, Alpine Fire District

### President’s Report:

Michelle Pearson:

* + Conference update: Record # of attendees – 113; 1/3 were new members. Location was raved about by all.
  + Ron Liechti has been placed on Hospice and we will be sending cards. Welcome all unable to attend to send as well: 7381 Aviano Ave., Goleta, CA 93117.
  + Michelle will stay on as past President for resource, but this meeting is bittersweet. Looking forward to her next Chapter.

### Consent Calendar:

* + **Approval of March 23, 2022, Quarterly Meeting Minutes – Deborah Baird**
    - Motion to approve the minutes by Kris Edwards, seconded by Christy Hedden. Unanimous, motion carried.
  + **Approval of Treasurer’s Report – Terri Aylward**
    - Motion to approve the report by Kris Edwards, seconded by Christy Hedden. Unanimous, motion carried.

### Reports:

* + **Section Chief’s Report:** Liaison Chief Don Butz, Lakeside Fire Department
    - Committee working on updates for meeting dues structure.
    - Thanked the section for sending representatives to legislative committee.
  + **Correspondence Report:** Corresponding Secretary, Sarah Montagne
    - None. Some fan-outs but no correspondence.

* + **Committee Reports: Michelle Pearson**
    - Bylaws Committee: Darilyn O’Dell
    - Ready to be transferred to a word doc with track changes; should be sent by end of the month. Recommend adopting.
    - Historical Committee: Debbie Pinhero & Jennifer Davis
    - Have almost completed 3 boxes of scanning. Will be doing a swap with Sarah Montagne for remaining boxes.
    - Website/Communications Committee: Christy Hedden & Maria Cabral
    - Christy stated social media has increased to 500 accounts reached – 300% increase.
    - Please send conference photos to Maria. She is working on updating documents to place on the OneDrive. Old website has been moved to new website.
    - Education and Training Committee: Bruni Reyes
    - No update. Bruni working on getting a list of topics/speakers.
    - Membership Committee: Kris Edwards & Krista D’Agostino
    - Please do not renew membership until 7/1/2023. 15 have already renewed membership.
    - Option to pay for 2 years?
    - Total membership is 112. Looking for other member possibilities.
    - New members should have received binders/name tags. If not received, contact the membership committee. Binders were handed out at the conference.
    - Ways and Means Committee: Jennifer Brown & Mindy Alvarez
    - Will be sending out survey soon for opinion
    - Conference Committee: Michelle Pearson
    - 126 registrants (120 full, 149 for installation dinner)
    - Overbudget – Dinner cost $175/person; Food costs will drive next year’s conference pricing.
    - 2024 Conference will be in Reno, NV from April 10 – 12 at the Grand Sierra.
    - If interested in 2025 Conference committee, let us know.
    - Ad-Hoc committees
    - Legislative Update: Meeting tomorrow. Sat in on legislative task force with Fire Chiefs. Plan on fanning out legislative items at they arise.

### Presentation/Educational Program: Emergency Response Support for Admin Staff

Heather Ellis, EMS Coordinator – Ventura Fire Department

### Lunch/Opportunity Drawing

Reconvened at 12:37p

### Business:

* + **Charitable Contribution Award**
    - Update on charitable contribution award. Received four nominations. Terri Aylward read different nominations and announced the winning nomination: Eileen Lewis, mother of 2-year-old with cancer. Will receive $200. Discussed sending additional awards to those in dire need.
    - Reminder to keep submitting nominations for possible future selection. Please re-submit if not chosen.
  + **Announcement of New E-Board**
    - Heading into conference, only 2 positions were filled. At conference, all positions were filled.
      * President, Gina Molina
      * 1st VP, Deborah Baird
      * 2nd VP, Sarah Montagne
      * Treasurer, Debbie Lloyd
      * Recording Secretary, Melissa Flores
      * Corresponding Secretary, Christy Hedden
  + **Vote and approve 2023/2024 Prelim Budget**
    - Discussed at E-Board Mtg. Keeping 22/23 budget as 23/24 prelim budget. Final budget to be approved in September meeting.
    - Motion to approve by Ruth Slusher, seconded by Christy Hedden. Unanimous, motion carried.
  + **Membership Drive**
    - Please renew on or after 7/1/2023.
    - Kris and Krista are working on adding new member option to the registration process.
  + **Discussion of Cal Chief’s Reorganization Plan:**
    - A tentative agreement was sent to the sections last week reflecting changes including: No conflicting bylaws, swear in of all officials at CFCA Annual Conference, 1 designated spokesperson per section, all dues paid via 1 invoice from CFCA, New President orientation at conference. Concern that dues will not be properly managed, 1 rep from North/South – different concerns, Meeting/event fee collection procedure, no $ amounts provided, did Cal Chiefs members vote on this?
    - Michelle to discuss concerns with Brita next week, including the option of agreeing under duress. Via formal written exchange. AdHoc committee will review.
    - Michelle working toward 501c3 status.

### Good of the Order:

* + Darilyn O’Dell – Retirement is great. Recommends it ASAP.
  + Ruth Slusher – Shout out to Cynthia.
  + Kris Edwards, Ventura Fire – Awarded SAFER Grant; 13 new FFPM’s onboarding early August.
  + Alma Nielsen, Chino Valley Fire - Recruiting for lead mechanic and fire service clerk. Opening Station 8. Alma retiring next year.
  + Sarah Montagne, Rancho Santa Fe Fire – BC Sherwood retiring. Paul Roman promoted to BC.
  + Gina Molina, Rancho Cucamonga Fire – Hosting September meeting.
  + Cynthia Ramirez, Santa Fe Springs Fire – Having annual Potato Bake on 8/9.
  + Terri Aylward, Murrieta Fire – Attended AFSS North best practices training/analysis from image trend training. Learned a lot.
  + Jette, Heartland Fire Communications – FY24 budget approved.
  + Jennifer Brown, Laverne Fire - Had a great time at the conference. Her Chief was very impressed, and she would like to volunteer for 2025 conference committee.
  + Marci Weast, Murrieta Fire - Will consider 2025 conference committee.

### Adjournment

With no additional business to discuss, the meeting adjourned by President Pearson at 2:09pm.

Next Meeting: September 14th, Rancho Cucamonga Fire

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

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| --- | --- | --- | --- |
| **July 1, 2022 to June 30, 2023** | | | |
| **Executive Board and Committees – Southern Division** | | | |
| **Position** | **Name** |  | **Comments** |
| President | Michelle Pearson |  |  |
| First Vice President | Vacant |  |  |
| 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 |  |  |
|  |  |  |  |
| **Committee** | **Executive Board Liaison** | **Coordinator** | **Members** |
| Bylaws/Guidelines | Deborah Baird | Christine Flores, Darilyn O’Dell |  |
| Communications/  Website | Sarah Montagne | Maria Cabral | Website Updates – Maria Cabral  Social Media – Christy Hedden |
| 2023 Conference | Michelle Pearson, Terri Aylward | Michelle Pearson | Francine Gutierrez, Amy Van Atta, Monica Rojas, Darilyn O’Dell, Sarah Montagne, Ruth Slusher, Deborah Baird |
| Education | Bruni Reyes |  |  |
| Historical | Deborah Baird | Debbie Pinhero |  |
| Membership | Gina Molina | Kris Edwards. Krista D’Agostino  D’Agostino |  |
| Ways & Means | Terri Aylard | Staci Kolbeck |  |

**Members in Attendance**

|  |  |  |  |
| --- | --- | --- | --- |
| **IN ATTENDANCE** | **FIRST NAME** | **LAST NAME** | **AGENCY** |
|  | CRYSTAL | ADAMS | LACENTIA FIRE & LIFE SAFETY |
|  | DEBBIE | ALCARAZ | NEWPORT BEACH FIRE DEPARTMENT |
|  | BARBARA | ALTIZER | SOUTH PASADENA FIRE DEPARTMENT, RETIRED |
|  | MINDY | ALVAREZ | ANAHEIM FIRE & RESCUE |
|  | 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 |
|  | MARY | BARON | PASO ROBLES FIRE & EMERGENCY |
|  | PATTY | BARRAGAN | ARCADIA FIRE DEPARTMENT |
|  | THERESA | BARRERA | LA COUNTY FIRE DEPARTMENT |
|  | JUDY | BLUMBERG | PALM SPRINGS FIRE DEPARTMENT |
| X | JANESE | BOCSKOVITS | LAKESIDE FIRE PROTECTION DISTRICT |
|  | ANDREA | BROOKS | ORANGE CITY FIRE DEPARTMENT |
| X | MORNINGSTORM | BROWN | VIEJAS FIRE DEPARTMENT |
| X | JENNIFER | BROWN | LA VERNE FIRE DEPARTMENT |
|  | DON | BUTZ\* | LAKESIDE FIRE PROTECTION DISTRICT |
| X | MARIA | CABRAL | SANTA MONICA FIRE DEPARTMENT |
| X | ALICEA | CACCAVO | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
|  | LILIANA | CABRERA | ANAHEIM FIRE DEPARTMENT |
|  | VALERIE | CAMARENA | PLACENTIA FIRE & LIFE SAFETY |
|  | PAULA | CARDIEL | SANTA MONICA FIRE DEPARTMENT |
|  | MARISOL | CHAVEZ-GALLEGOS | KERN COUNTY FIRE DEPARTMENT |
|  | LAURA | COSTELLO | ESCONDIDO FIRE DEPARTMENT |
|  | TERESE | CRISPIN | SANTA BARBARA CITY FIRE DEPARTMENT |
| X | KRISTA | D’AGOSTINO | LAKESIDE FIRE PROTECTION DISTRICT |
| X | JENNIFER | DAVIS | ALPINE FIRE PROTECTION DISTRICT |
| X | ANGELICA | DE LA TORRE | CHINO VALLEY INDEPENDENT FIRE |
|  | DIANA | DEROBERTIS | SAN MIGUEL FIRE & RESCUE |
|  | EILEEN | DIRKSEN | CITY OF REDLANDS FIRE DEPARTMENT |
| X | KRIS | EDWARDS | VENTURA FIRE DEPARTMENT |
|  | AMY | ELLARD | CITY OF COSTA MESA FIRE & RESCUE |
|  | LAURA | FERNANDEZ | SAN MIGUEL CONSOLIDATED FIRE |
| X | CHRISTINE | FLORES | RANCHO CUCAMONGA FIRE DISTRICT |
|  | MELISSA | FLORES | ENCINITAS FIRE DEPARTMENT |
|  | NATHALIA | FLORES | SIERRA MADRE FIRE DEPARTMENT |
|  | EMILY | FOLKER | CHULA VISTA FIRE DEPARTMENT |
|  | KATHY | GLICK | ONTARIO FIRE DEPARTMENT |
|  | JANETH | GONZALES | OXNARD FIRE DEPARTMENT |
|  | NANCY | GOSS | NORTH COUNTY FIRE PROTECTION DISTRICT |
|  | FRANCINE | GUTTIEREZ | OXNARD FIRE DEPARTMENT |
|  | NANCY | HAGLUND | FIRE CITIES FIRE AUTHORITY |
| X | CATHEE | HARRIS | ORANGE COUNTY FIRE AUTHORITY |
|  | LEAH | HARRIS | SAN MIGUEL FIRE & RESCUE |
| X | JETTE | HARTLEY | HEARTLAND COMMUNICATIONS |
|  | BURGEN | HAVENS | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
| xX | CHRISTY | HEDDEN | DOWNEY FIRE DEPARTMENT |
|  | ARUMI | HERNANDEZ | NORTH NET TRAINING CENTER |
|  | JOANNA | HERNANDEZ | BARONA FIRE DEPARTMENT |
|  | MAIA | HODGE | VISTA FIRE DEPARTMENT |
|  | JENNY | HUESIAS | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
|  | BRITTANIE | JACOBSON | SAN MIGUEL FIRE DEPARTMENT |
|  | CARRIE | JOYCE | LAGUNA BEACH FIRE DEPARTMENT |
|  | CHERIE | JUUL | NORTH COUNTY FIRE PROTECTION DISTRICT |
|  | DEANNA | KENDALL | SANTA MONICA FIRE DEPARTMENT |
| X | ANGELA | KING | RIVERSIDE CITY FIRE DEPARTMENT |
|  | JEN | KOESTER | NORTH COUNTY FIRE PROTECTION DISTRICT |
|  | STACI | KOLBECK | PALM SPRINGS FIRE DEPARTMENT |
| X | CRYSTAL | LANE | VICTORVILLE FIRE DEPARTMENT |
|  | VERONICA | LEAL | EL CENTRO FIRE DEPARTMENT |
|  | EILEEN | LEWIS | BAKERSFIELD FIRE DEPARTMENT |
|  | JULIE | LIANG | MONROVIA FIRE & RESCUE |
|  | RON | LIECHTI | SANTA BARBARA CITY FIRE DEPARTMENT |
|  | DEBBIE | LLOYD | RINCON FIRE DEPARTMENT |
| X | AMY | LOZANO | LOS ANGELES COUNTY FIRE DEPARTMENT |
|  | CAROL | LUPO | SANTA BARBARA CITY FIRE DEPARTMENT |
| X | MARISSA | MARTIN JENSEN | LOS ANGELES COUNTY FIRE DEPARTMENT |
|  | LETICIA | MARTINEZ | CORONADO FIRE DEPARTMENT |
|  | DEBBIE | MATTHEWS | RIVERSIDE COUNTY FIRE DEPARTMENT |
|  | AMY | MAYERCHIK | VALLEY CENTER FIRE PROTECTION DISTRICT |
|  | TRACY | MCCONNELL | MORROW BAY FIRE DEPARTMENT |
|  | KAREN | MCCOY | CITY OF RIVERSIDE FIRE DEPARTMENT |
|  | GEORGIA | MINKLEIN | ORANGE FIRE DEPARTMENT |
| X | GINA | MOLINA\* | RANCHO CUCAMONGA FIRE DISTRICT |
| X | SARAH | MONTAGNE\* | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
| X | MICHELLE | MOORE | RIVERSIDE FIRE DEPARTMENT |
|  | VALERIE | NELLIS | HEARTLAND COMMUNICATIONS |
| X | ALMA | NIELSEN | CHINO VALLEY FIRE DISTRICT |
| X | DARILYN | O’DELL | SAN MIGUEL FIRE & RESCUE, RETIRED |
|  | SANDRA | ORTIZ | CHINO VALLEY FIRE DISTRICT |
|  | 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 |
|  | DEBBIE | PINHERO | ALPINE FIRE PROTECTION DISTRICT |
|  | GRACIE | RAMIREZ | OCEANSIDE FIRE DEPARTMENT |
| X | CYNTHIA | RAMIREZ | SANTA FE SPRINGS FIRE DEPARTMENT |
|  | KARLENA | RANNALS | RANCHO SANTA FE FIRE PROTECTION DISTRICT, RETIRED |
|  | SANDRA | REYES | RANCHO SANTA FE FIRE PROTECTION DISTRICT |
|  | BRUNI | REYES | REDLANDS FIRE DEPARTMENT |
| X | SHAYNA | RIANS | SAN MIGUEL FIRE & RESCUE |
|  | ROSE | RODARTE | OXNARD FIRE DEPARTMENT |
|  | DONNA | ROHRER | CHINO VALLEY FIRE DISTRICT |
|  | NUBIA | ROMAN | ONTARIO FIRE DEPARTMENT |
|  | MONICA | ROSAS | PALA FIRE DEPARTMENT |
| X | GLESILDA | ROSS | DOWNEY FIRE DEPARTMENT |
|  | LORA | ROSS | CITY OF COSTA MESA FIRE & RESCUE |
|  | YESENIA | SALAZAR | VICTORVILLE FIRE DEPARTMENT |
|  | LAURA | SANCHEZ | METRO CITIES FIRE AUTHORITY |
|  | ALEJANDRA | SANTILLAN | HANFORD FIRE DEPARTMENT |
|  | HEATHER | SHEPPARD | HEARTLAND FIRE & RESCUE LA MESA |
|  | HEIDI | SLABAUGH | HEARTLAND FIRE TRAINING AUTHORITY |
| X | RUTH | SLUSHER\* | SANTA FE SPRINGS FIRE RESCUE |
|  | VALERIE | SPEIRS | RIVERSIDE COUNTY FIRE DEPARTMENT |
|  | TIFFANY | SWANTEK | BIG BEAR FIRE DEPARTMENT |
|  | ILIANA | TAUVAGA | OXNARD FIRE DEPARTMENT |
|  | TONI | THOMAS | HEARTLAND FIRE & RESCUE LA MESA |
|  | HEATHER | TODD | SAN MARCOS FIRE DEPARTMENT |
|  | TERESE | TOOMEY | SANTA MONICA FIRE DEPARTMENT |
|  | CAROL | TOUSIGNANT | MORRO BAY FIRE DEPARTMENT |
| X | STEFANIE | TROMPETER-ROLON | LAKESIDE FIRE PROTECTION DISTRICT |
| X | CLARA | TURNER | CENTRAL FIRE DISTRICT |
|  | AMY | VAN ATTA | OXNARD FIRE DEPARTMENT |
|  | PATRICIA | VILLANUEVA | RIALTO FIRE DEPARTMENT |
|  | BARBARA | WATKINS | HEARTLAND FIRE & RESCUE EL CAJON |
| X | MARCI | WEAST | MURRIETA FIRE AND RESCUE |
|  | CHRISTINE | WHITE | BREA FIRE DEPARTMENT, RETIRED |

*\*Denotes Executive Board Member*