



# ADMINISTRATIVE Fire Services Section Southern Division

## AFSS Quarterly Meeting Minutes

December 13, 2019

Hosted by CAL FIRE / San Luis Obispo County Fire Department

### A. Call to Order and Introductions:

- President Maria Koolhoven called the meeting to order at 9:11 a.m.
- Janet Arthur led the flag salute.
- Inspiration given by Captain Sean Hernandez, Law Enforcement, CAL FIRE / San Luis Obispo County Fire Department
- Welcome – Deputy Chief Greg Alex, CAL FIRE / San Luis Obispo County Fire Department
- Self-Introductions: Attendees gave self-introductions. 2 first-time attendees were introduced. Business cards exchanged.

### B. President's Report:

Maria Koolhoven announced the Cal Chiefs training meeting will be held January 9-10, 2020. She will be attending this meeting.

On November 14, 2020 there was a discussion on creating a joint committee between the North and South to work on the web site. The site needs revamping and more information.

### C. Consent Calendar: (Moved to afternoon portion of meeting)

Approval of September 6, 2019 Quarterly Meeting Minutes and Treasurer's Report. Motion to approve: Janet Arthur, second: Maria Koolhoven. Motion approved.

### D. Reports:

#### • Section Chief's Report:

Chief Hadfield – Liaison, Rincon Fire Department. Chief Hadfield was not present, however, he sent a memo outlining his updates. He wished all a very Merry Christmas and Happy New Year.

An extension brief has been filed with the courts on their 280 Certification litigation. After the 2020 Annual Planning Meeting in January 2020 in San Diego, there will be an update. Once the legislative bills are authored, numbered and vetted through the Legislative Analysis Office (LAO), these will be forwarded to Membership so there is ample time for each agency to seek permission to support the legislation this year.

In early December 2019, retired Deputy Fire Chief Ray Ramirez and Chief Hadfield were invited to speak at the joint EMDAC and EMSAAC Meeting in San Francisco on SB 438, the law passed related to EMS Dispatch. A comprehensive presentation will be posted on the Cal Chief's website in the future.

The Executive Board has decided to oppose the proposed "new" fire department being developed in the City of Placentia in Orange County. They are conveying that no one should seek employment with an organization that disregards long-standing firefighter



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safety measures, emergency response staffing, mutual aid system agreements and first-response EMS delivery capabilities.

- **Correspondence Report:**

Corresponding Secretary Maria Cabral: A request has been made to create an ad hoc web site committee between North and South members. A fan out will be sent. A card was sent on behalf of AFSS to member Debbie Matthews sending condolences on the death of her father.

- **Committee Reports:**

Michelle Pearson: Valerie Nellis is unable to continue as Bylaws and Education Committee chair. Nathalie Flores has shown interest in the education committee as well as M. Bari from Lakeside.

Members were asked to submit training topic ideas. Goal of the organization is to grow the quarterly meeting attendance. Will compile a list for conference committee speakers on training topics.

**Historical committee:** Vanessa Arias from El Segundo Fire is the new historical chair. She is currently seeking quotes for online storage on a cloud-based program. She will send the top two recommendations to the board.

**Education:** No report from Valerie Nellis.

**Website:** Vicki Varnes is having a difficult time updating the website. Nathalia Flores will take over temporarily. This position needs to be filled.

**Conference Committee:** Michelle Pearson asked those interested in serving on the 2021 conference committee to contact any board member. 8-10 people on the committee is ideal. Looking for a central area. Possibly close to LAX. This is also open to retirees!

**Membership Committee:** Ron Liechti is the Chair. Currently we have 107 members, 16 of which are new members. 2 years ago we had 70 members. Please encourage your co-workers to become members.

**Ways and Means:** Staci Kolbeck; Janet Vines assisting. One of them will attend (at a minimum) each meeting and will bring items for sale. Working on updating items for purchase.

## **E. Presentation/Educational Program:**

Training topics for today:

- "How to Write an Effective News Release" Whitney Szentesi, Communications and Social Media Analyst, County of San Luis Obispo
- Break for lunch and opportunity drawing



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## **F. Business:**

- Charitable Contributions: Donation was presented to Captain Sean Hernandez, Law Enforcement, CAL FIRE / San Luis Obispo County Fire Department
- Phil Armentrout Fundraiser: Drawing was held and the winner was Vanessa Cruz of Ontario
- Member of the Year Presentation: Janet Vines of Palm Spring Fire Department was presented with the award via telephone call
- Election Ratification/Nominations from the Floor of Officers: Leah Harris received one nomination, Carrie Young for 2<sup>nd</sup> Vice President. Ms. Young accepted the nomination and a motion was made by Christine Flores to approved; second by Michelle Pearson.

Looking for nominations for Corresponding Secretary.

- Phil Armentrout Scholarship: 5 people applied for the scholarship(s). Once we know the cost of the conference, we will be able to announce the number of winners
- Life Member Legacy Scholarship: Those retired from service. Awarded to Karen McCoy
- First Time Attendee: Lovely Anglin, Palm Springs Fire Department.
- Quarterly Meeting Scholarship Attendance: Christine Flores.
- Financial Hardship: Nathalia Flores, Sierra Madre Fire Department.
- Perpetual Plaque: The Member of the Year takes the plaque for a year and updates at the end of the year with the new winner for the following year. The board has discussed having a perpetual plaque online on the web site. Karen McCoy feels this is a good idea and mentioned it would be a good idea to let the Chief know. Christine Flores agreed as the plaque ended up living in her trunk. The Member of the Year would still get their own plaque to keep.
- Active Membership, Amendment to Bylaws: Proposal Article 2, Section 2.1 Active Membership on page 3. Change wording "private/industrial fire agencies". Sent to North and they can do as an email vote (Karen McCoy). Motion to approve: Diana Herron, second Vanessa Arias. All approved. Maria Koolhoven will propose and notify of change.

## **G. Good of the Order**

Ruth Slusher was diagnosed with uterine cancer. She will be having surgery tomorrow. Asked for prayers for Ruth. A get well card will be sent out by AFSS. Michelle Pearson announced that Alicia Hernandez will be retiring. Ron Liechti asked if we would be interested in photos for the directory.



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Members think it is a good idea.

Have a safe and happy holiday season from Maria Koolhoven and the board!

## **H. Adjournment**

With no additional business to discuss, the meeting adjourned at 1:41 p.m. by President Maria Koolhoven.

*Diana Herron*

*AFSS Southern Division Recording Secretary*



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## Future Meetings

### **Southern Division E-Board**

February 7, 2020, Pismo Beach

### **Joint E-Board Northern and Southern**

**TBD**

### **Quarterly General Membership** Starting at 9:00 a.m.

March 13, 2020, Inn at the Pier, Pismo Beach

June, San Miguel, San Diego

September, Oxnard

## **Conferences**

2020 AFSS Educational Forum: March 31 – April 3, 2020. Location Napa  
(North Hosting)

AFSS Educational Forum 2021 Location TBD (South Hosting)

July 1, 2019 to June 30, 2020			Comments
<b>Executive Board</b>			
<b>Position</b>	<b>Name</b>		
President	Maria Koolhoven		
First Vice President	Michelle Pearson		
Second Vice President	Leah Harris		
Recording Secretary	Diana Herron		
Corresponding Secretary	Maria Cabral		
Treasurer	Christine White		
Executive Liaison	FC Ed Hadfield		
Member at Large	N/A North Only		
<b>Committee</b>	<b>Executive Board Liaison</b>	<b>Coordinator</b>	
By- Laws/Guidelines	Diana Herron	Valerie Nellis Barbara Altizer	
Communications/ Website	Maria Cabral	Vicki Varnes Liz Dibb	Vicky Varnes-Website Updates Liz Dibb – Social Media
2020 Conference		North Hosting	
Education	Michelle Pearson	Valerie Nellis/Pat Alvarez	
Historical	Diana Herron	Vanessa Arias	
Membership	Leah Harris	Ron Liechti	Committee Member: Annette Armesen, Debbie Matthews
Ways & Means	Christine White	Staci Kolbeck	



# ADMINISTRATIVE Fire Services Section Southern Division

## December 13, 2019 Quarterly Meeting CAL FIRE / San Luis Obispo County Fire Department

### Members in Attendance

#### Attendees

Maria Koolhoven\*  
Michelle Pearson\*  
Maria Cabral\*  
Leah Harris\*  
Diana Herron\*  
Kelly Arebalo  
Vanessa Arias  
Janet Arthur  
Mary Baron  
Christine Flores  
Nathalia Flores  
Marie Gonzales  
Ron Liechti  
Debbie Matthews  
Karen McCoy  
Dawn McLean  
Darilyn O'Dell  
Shayna Rians  
Terese Toomey  
Carol Tousignant  
Catalina Vasquez  
Carrie Young  
Joanne Zazueta

#### Agency

Redlands Fire Department  
CAL FIRE Pismo Beach Fire Department  
Santa Monica Fire Department  
San Miguel Consolidated Fire Protection District  
San Miguel Consolidated Fire Protection District  
Atascadero Fire & Emergency Services  
El Segundo Fire Department  
CAL FIRE / San Luis Obispo County Fire Dept.  
Paso Robles Fire and Emergency Services  
Rancho Cucamonga Fire Department  
Sierra Madre Fire Department  
Ontario Fire Department  
Santa Barbara City Fire Department  
CAL FIRE/Riverside County  
City of Riverside - Retired  
Morro Bay Fire Department  
San Miguel Consolidated Fire Protection District-Retired  
San Miguel Consolidated Fire Protection District  
Santa Monica Fire Department  
Morro Bay Fire Department – Retired  
CAL FIRE / San Luis Obispo County Fire Dept.  
South Bay Fire Station  
Kern County Fire Department

\*Denotes Executive Board Members