



## Nor Cal Fire Prevention Officers Association

Executive Board Meeting  
April 28, 2006  
Foster City, CA

**A. Roll Call - The meeting was called to order at 1045 hours.**

The following individuals were present: Dennis Mathisen, Angela Giuliani, Darren Drake, Theresa Johnson, Morgana Chan, Tom Harvey, Chief Doug Williams, Bill Greene, Gene Gantt, Scott Alber, Bob Cash, Fort Hartsfield

**B. Review of Minutes**

The board reviewed and approved the minutes from the board meeting conducted on 2/24/06

**C. Consent Calendar Items**

None

**D. Open Time For Member Expression**

None

**E. Written Communications**

The Secretary sent a letter confirming Larry Wood's membership.

**F. Unfinished Business**

**F-1 Website security issue** – There was a security breach of our old Exchange of Ideas site last month that forced Fort to shut it down. Fort advised that the new host service for our exchange of ideas area appears to be acceptable. Fort will pursue engaging the service permanently. He also suggested that we consider switching our web host service – we can probably find a less expensive service now. Scott advised that we just renewed our contract for one year – we'll check on this next year, same time.

**F-2. Marketing Director.** Fort will assist in looking for a replacement Marketing Director. Several possible candidates in mind – board will contact them.

**F-3. Inspector Guides.** There are approximately 80 guides left at the publishers. We will order an additional supply of 250 to be printed for the interim period until the ICC code adoption is affective.

**F-4. OSHPD Hospital Building Safety Board Norcal rep** – Vern Brown has been asked to continue his service on this board. Ex-President Mathisen advised that CalChiefs had sent a letter of endorsement and this item is complete.

**F-5. State Fire Training Update** – STEAC Committee needs input regarding the proposed Fire Marshal certification series. Ex-President Mathisen advised that the ad-hoc committee being formed to work on the ICC training issues should also loop out to the STEAC committee to provide input.

**H. Board Member reports**

Darren Drake brought the application for International Association of Fire Marshal's for the group to review. There may be some benefits associated with being an official chapter of this NFPA subgroup.

Darren discussed the marketing program. The aim of the marketing at this time is to a) increase membership and b) increase name recognition for our association. The board supports the proposal, Darren will incorporate this into our marketing budget for further consideration by the membership.

Morgana advised that Patterson-Wheeler will be attending the mid-month meeting next week to present information about their services.

**I. President's report**

We received a request for confirmation of our chapter status from ICC. Morgana will complete the form and send back to ICC.

There is a desire to transition over to e-minutes from hard copy minutes. Group discussion supports this transition. Proposed last hard copies to be mailed from the June meeting, from then on e-minutes to be provided. More information to follow.

President Guiliani advised that she has asked our Fire Service Ed. Committee to actively work with Robert Nolan from the South and begin the dialogue with ICC to create a training program for the code transition.

**J. Financial report**

**J-1** Scott advised that he has updated the monthly reports to reflect all of our current accounts. He has also updated the budget with all the current amounts. The budget will be reviewed and finalized in May.

**K. Adjournment**

The meeting was adjourned at 1200 hours.

Respectfully submitted,  
**Morgana Chan, Secretary**