



Fire Prevention Officer's Section
Northern Division

AGENDA
Executive Board
Meeting of February 21, 2008
Time: 0900 Hours
Fairfield Fire Department
1200 Kentucky St.
Fairfield, CA

A. ROLL CALL

A-1 Present at the meeting was Judge Advocate Angela Giuliani, President Darren Drake, Liaison Chief Doug Williams, 2nd VP Morgana Yahnke, Secretary Scott Alber, and Treasurer Lorin Neyer. The meeting was called to order at 9:15.

B. APPROVAL OF MINUTES

B-1 The Executive Board Meeting Minutes of January 17, 2008 were approved.

C. CONSENT CALENDAR ITEMS

C-1 None

D. OPEN TIME FOR MEMBER EXPRESSION

D-1 No members present

E. WRITTEN COMMUNICATIONS

E-1 President Drake received an e-mail from Fort Hartsfield regarding his website maintenance fee increase. The board recognizes Fort's need to raise rates per his increased tax liability.

E-2 President Drake received a letter from Sarah Yerkes, ICC Senior Vice President of Government Relations regarding the 2008 ICC Chapter Advocacy Program. The letter encourages Congressional support for building safety programs. The letter included lobbying packet w/sample resolutions, etc.

F. UNFINISHED BUSINESS

F-1 Inspector Guides-President Drake showed us the cover. Bill Greene and Jim Watson are putting together publishing

draft. We need to send the draft to ICC for their final blessing. Chris at Mallory is interested in buying from us, and reselling. We have a signed agreement with ICC. President Drake indicated that March 1st he wants to begin distribution, and announce its availability at Buellton.

- F-2 Strategic Plan-We will break-out at Buellton to assign tasks in preparation for April budget development.
- F-3 Annual Report-We need to get a definitive cost from P&W for printing. Budget is \$2,000.
- F-4 Vacancies-Operations Director and Marketing/Merchandising Manager-We need to calendar at General Membership meeting "How Nominations Work/Are Done". An offer has been made to an individual for the position of Operations Director. We still need a candidate for Marketing.
- F-5 Continued discussion regarding Officers and rights of regular members to hold board positions-Secretary Alber will review policies and draft language clarifying the board's position.

G. NEW BUSINESS

- G-1 E-Board Nominations-President Drake appointed George Apple to Treasurer. At the General Membership meeting (February 22) we are voting on the board slate, including George Apple-President Drake to announce switching of incoming board positions (Secretary to be the first incoming board position).
- G-2 Membership Renewal-Numbers are way down-Bonnie Patterson asked if she should send an e-mail reminder. President Drake will instruct her to do so.
- G-3 Charlie Gray Award Resolution-President Drake to call Chief Wagner on the status of the plaque.
- G-4 Committee Reports-The committees have not been submitting reports/mid-month meeting minutes. President Drake to bring up the subject at the General Membership Meeting.
- G-5 Committee Budget Requests-President Drake to follow up with Secretary Alber and Treasurer Neyer to send last year's budget, and worksheet to the co-chairs.

H. BOARD MEMBER'S REPORT

H-1 None

I. PRESIDENT'S REPORT

I-1 None

J. FINANCIAL REPORTS

J-1 Treasurer's Report-Treasurer Neyer found some the discrepancies. She has not been getting monthly financials reports from P&W.

K. INFORMATION

K-1 None

L. ADJOURNMENT 1200