



Nor Cal Fire Prevention Officers Association

Executive Board Meeting
July 28, 2006
Monterey, CA

A. Roll Call - The meeting was called to order at 1030 hours.

The following individuals were present: Angela Giuliani, Darren Drake, Theresa Johnson, Morgana Chan, Scott Alber,

B. Review of Minutes

The board reviewed and approved the minutes from the June board meetings.

C. Consent Calendar Items

None

D. Open Time For Member Expression

None

E. Written Communications

Written request from Ernie Paez of the SFM office for representatives on the RCFE advisory committee. Kent Miller and Greg Lake were both on this committee last year – we have endorsed them for these positions again.

E-mail from Tonya Hoover about serving on an ICC committee – IFCC or Certification and Education Committee.

Endorsement letter from Chief Grijalva has been received for Ethan Foote's co-chair position on the UWI committee.

CBSC meetings in Sacramento 7/24-7/26/06 reference proposed code amendments for the 2006 IBC and IFC.

Written request for our endorsement of Chief Adolf Zubia for ICC Secretary/Treasurer.

Endorsement of Chief Gilbert for the position of President-Elect of Cal Chiefs this September and for Chief Ruben Grijalva for Chief of the Year.

E-mail from Kevin Scott reference MOU between ICC and IAPMO.

Letter from CALBO Communication and Technology Committee requesting articles and content of interest for their newsletter and website.

F. Unfinished Business

Copyright for California Inspectors Guides for the IFC. We have located the original copyright for the Inspector's Guides – the Secretary will store this document for archive purposes. We ordered an additional 250 guides.

Update of the constitution and by-laws. Both the northern and Southern FPO boards have reviewed the organization documents and made suggestions for revision. Morgana will create a "clean" document with all of the major suggested changes for final review and approval by the joint boards. When these changes are complete – including the required reference to International Fire Marshals Association – the draft will be voted upon and a membership application for IFMA submitted.

Business Manager Contract. The contract is being modified slightly to include the production of the annual report, a semi-annual financial audit and maintenance of the membership database. We will request these changes and then sign the contract with PattersonWheeler for administrative services.

Marketing Plan. Review of the work plan and contract for Balzac Communications.

Standing committee members. Looking to compile a comprehensive list of all members who sit on any technical or advisory committees for fire service organizations.

G. New Business

Code Hearings. Request for funds from SoCal FPO's for Florida code hearings. Also, seeking to plan to coordinate attendance and issues.

Fire Service Education. New co-chair assignment to temporarily replace Rick Carpenter on the Fire Service Education Committee. Rick is out for surgery for an extended period of time. We need a coordinating representative on the Ad Hoc Committee to pursue partnership with CALBO in the upcoming ICC transition.

Code Hearings. Assignment of individuals who will be attending and alternates in case they can't make it. Theresa Johnson may be one of the attendees.

Equipment and Devices committee. Discussion around the need for a new alternate co-chair.

Fire Service Education Committee class schedule. Possible suggestion to have each committee coordinate the delivery of one class specific to their area.

Business Managers. Discussion of job duties which will be transitioned from the Treasurer and Secretary positions to PattersonWheeler.

H. Board Member reports

None

I. President's report

Covered in previous sections.

J. Financial report

Semi-annual audit of books to be done by President and first and second VP's.

K. Adjournment

The meeting was adjourned at 1220 hours.

Respectfully submitted,
Morgana Chan, Secretary