



Fire Prevention Officer's Section
Northern Division

AGENDA
Executive Board
Mid-Month Meeting of June 21, 2007

Time: 0930 Hours

Fairfield Fire Department

A. ROLL CALL

Present at the meeting was President Drake, 1st VP Johnson, 2nd VP Chan, Secretary Alber, and Liaison Chief Williams.

B. APPROVAL OF MINUTES

B-1 Executive Board Mid-Month Meeting May 17, 2007. Minutes approved.

C. CONSENT CALENDAR ITEMS

C-1 None

D. OPEN TIME FOR MEMBER EXPRESSION

D-1 No members present.

E. WRITTEN COMMUNICATIONS

E-1 Invitation from ICC to attend California Code Summit-President Drake accepted the invitation. The event is to be held Thursday, July 19, 2007 at the California Chamber of Commerce, 1215 K Street, 14th Floor, Sacramento. We will hold our mid-month E-Board meeting afterward at the offices of Patterson-Wheeler.

E-2 CBSC Advisory Committee Member Notice-The CBSC is seeking nominations fro the Plumbing and Mechanical Code Advisory Committee. President Drake indicated that he would mention it at

tomorrow's General Membership Meeting. The nominations are time sensitive (deadline 7/16), and we will need Cal-Chiefs' approval of nominees.

- E-3 Letter from Bill Greene regarding Inspector Guides-There has been orders for the old guides. The E-Board decided not to authorize the printing of additional guides.
- E-4 Letter from SFM Dargan regarding Photovoltaic Committee-President Drake mentioned that SMUD has a training program that might be useful to us. There was a discussion regarding the SFM letter. Specifically, the issues under discussion included whether this is a "fire" issue and if it is, maybe it should be addressed by the Operations Section. There was also some discussion if this is more properly addressed in the Building Code; maybe the FPOs can facilitate discussion between the building officials and the fire service. It was decided to send memos to our committees for their opinions on how this is best addressed.
- E-5 Letter from UFCA seeking support for their journal-President Drake indicated that we will periodically contribute articles to their journal. He is currently working with SFM Dargan on a press release that could go in the journal concerning the recent warehouse fire in South Carolina.

F. UNFINISHED BUSINESS

- F-1 California Fire Code Sales-Last meeting there was a discussion regarding discounts on code books for our members. E-board to do what it takes to secure discounts for our members on CA fire code books.
- F-2 There was a discussion regarding our schedule of classes. E-Board will request a line item accounting of the classes given. We have cancelled the 2nd track of the training. We need to do some administrative clean-up with Patterson-Wheeler, including canceling the contract. 1st VP Johnson to work with Fire Service Education Committee to re-strategize and restructure the training program. President Drake indicated he would contact SFM Dargan for cooperation with State Fire Training on giving California State Amendments classes
- F-3 The E-Board needs approved committee budgets for the Treasurer, and Marketing Director needs to submit a budget worksheet for our approval.

- F-4 Secretary needs to submit applications to IAFM with our approved by-laws. Now that our by-laws and constitution are set for approval, we will be official chapters of ICC, IAFM and UFCA.
- F-5 2nd VP Chan, President Drake and Bill Greene to meet next week to draft a proposal to ICC for publication of the inspector guides.

G. NEW BUSINESS

- G-1 See Items E-2, E-4 and I-2.

H. BOARD MEMBER'S REPORT

Board members may report on their Committee activities and meetings.

- H-1 2nd VP Morgana Chan will do a weekly E-mail on status with Patterson-Wheeler. She also mentioned that a lot of positive things happened at the Rochester Code Hearings. California was very well represented with a strong, unified presence. She received a lot of positive feedback and comments from other states' representatives about California's presence.
- H-2 1st VP Johnson is putting a draft E-board Schedule of important events/dates together.
- H-3 Treasurer Neyer is signing the signature card for the accounts today.
- H-4 Robert Nolan of Socal FPOs asked Secretary Alber to be a presenter at their August meeting. He will be traveling with President Drake to the meeting.

I. PRESIDENT'S REPORT

The President will report on the Organizations business activities and operations.

- I-1 President Drake and other past presidents attended the "911 for kids" awards program in Sacramento.
- I-2 President Drake had the following comments for the E-Board:
- Don't get caught up in minutia, look at the big picture, provide leadership
 - We need to reinforce the production and submittal of meeting minutes from our respective committees.
 - We need our respective committees to work with our Fire Service Education committee on putting on a class.

- We need to start work on our next Strategic Plan. This time it will be for 3-years.
- Our Policies still need to be updated.
- We all need to review/triage the survey, and each pick out three items for action.
- Related to the above item, we need to address our web-site in light of our parent organization's wanting to be the "front-door" to all of the sections' web sites. President Drake indicated that he would contact the Cal-Chiefs web site manager.

I-3 President Drake indicated that the president of CALBO will be invited to our Napa General Membership meeting.

J. FINANCIAL REPORTS

J-1 There was no Treasurer's Report.

K. INFORMATION

K-1 No new information to report.

L. ADJOURNMENT

1300 hours