



AFSS North

Quarterly Meeting Minutes

December 2, 2022

Host: Julie Ervin, Rocklin Fire Department

Location: Rocklin Event Center - 2650 Sunset Blvd | Rocklin, CA 95677

Zoom option: <https://us02web.zoom.us/j/86746995966?pwd=NHRaSmIEOUhBOU5oMXBNL2FUb0cvdz09>
Meeting ID: 867 4699 5966 / Passcode: 477652

Members in attendance: Chief Chris Tubbs, Sallie Ross, Brita Geiger, Jeran Scruggs, Julie Ervin, Yvonne Hernandez, Sofia Ortiz, Emily Cooper, Andrey George, Lori Kicking, Samantha Corral, Sharee' Wooten, Lynda Vargas, Ana Gariby, Jenn Weil and Robin Holcomb

Members in attendance via Zoom: Clara Turner, Jodi Martin, Joyce Engler, Monica Skov, Charlotte Webb, Dana Finocchiaro, Aimee Rubio, Jasmine Del Chiaro, Michelle Pease, Elysha Omoomy and Nicole Long

0910 Flag Salute

0915 Welcome by Deputy Fire Chief Ryan Brayton, City of Rocklin Fire Department.

Self-Introductions, new member welcome, and special guest Chief Tubbs welcome

Inspiration: Robin Holcomb CCCFPD, AFSS North Recording Secretary
The Elephant Rope: A Story of Learned Helplessness

0930 Training facilitated by Sallie Ross, South Lake Tahoe – Annual Reports

1100 Awards granted:

Life Time Membership - Christina Burroughs, Dominique Maurer and Jenn Weil.

Member of the Year 2022 - Sofia Ortiz

Each award member will receive a call out in our next E-Blast.

1130 Raffle and Ornament Exchange

1200 Lunch

1230 Business Meeting Call to Order:

- Approval of 9/29/2022 Quarterly Meeting Minutes
Motion to approve made by Jeran Scruggs, seconded by Lynda Vargas.
- President's Report
Brita Geiger registration for the South hosted conference will be open soon.
- Chief Tubbs special Guest Report
Cal Chief's is working to reconnect and support each section. He stated he is impressed with all that AFSS is accomplishing will pass on the message to other Chief's about our organization.
- Treasurer's Report
Jeran still working on audit of all the accounts. Confirmed the Carol A. scholarship fund provides attendance for one member to attend the annual conference. Selection will be made by January 15th and winner will be notified.



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- Old Business
 - Strategic Plan update – Presentation to all members in attendance.
 - Website Update – Brita the goal is to pull all documents off the old site by 12/31/2022.
- Committee Reports
 - Bylaws and SOGs – Nothing to report
 - Communications/Website – Updates in attached report
 - Education and Training – Updates in attached report
 - Historical - no updates
 - Legislation - Lori provided a brief update on current legislation being tracked by CalChiefs.
 - 2024 Conference - Updates in attached report
 - Membership - Lynda Vargas has been a long-time member and holder of Membership duties. She is stepping back and Brita is requesting if anyone would be interested in stepping up. Andrey George with Contra Costa Fire & Samantha Corral with Woodland Fire agreed to work together. Lynda will reach out to them to start transitioning duties and provide training.
 - Sunshine - Aleta needs more cards, Jeran to assist with purchasing more.
 - Ways and Means - how can we raise more money and have more swag that we can get our name out there while also making money. There was a discussion on restructuring our membership fee structure to mirror what CalChiefs does to increase revenue. (Agency costs based upon agency size and number of members, etc.)
 - Roundtable/Good of Order
 - Lori - Sac Fire ribbon cutting for station 14.
 - Yvonne – Looking to seeing which data base others use for PRA requests. ConFire to assist with giving information on their system.

Next Quarterly Meeting: March 16, 2023 – hosted by Yocha Dehe Fire Department

Minutes prepared by: Robin Holcomb, AFSS Northern Division Recording Secretary

Website / Communications Report

For December 2, 2022 general meeting

Website/Communications committee met on 10/19/22 via Zoom to discuss upcoming goals and actions:

Newest adopted SOG's are now on the website, as well as a few more pictures. There are lots to be added, but it's a slow process due to work commitments. We have goals!

Goal: Update the AFSS website

Action:

- ❖ Add in all past meeting agendas and meeting minutes
- ❖ Update membership contact info
- ❖ Add photos to gallery
- ❖ Add a Q&A forum for members to use
- ❖ Add video testimonials on main page for potential members to view

Goal: Place all AFSS documents and history photos in the AFSS One Drive

Action:

- ❖ This will be an ongoing process, but the goal is to have this done by the end of 2022
- ❖ Monthly meetings have been set up for the next 12 months to discuss action items

Goal: More Facebook postings

Action:

- ❖ Work together to make sure agendas and photos get posted regularly on FB

Request all Executive Board members email their photo to Nicole or Sallie.

Thank you!

Committee members:

Heather Robertson, Visalia Fire

Nicole Long, Nevada County Consolidated nicolelong@nccfire.com

Sallie Ross, South Lake Tahoe Fire ross@cityofslt.us



AFSS Education and Training Committee

November 1, 2022

Host: Woodland Fire Department

Location: 1000 Lincoln Ave, Woodland, CA 95695, USA

Zoom Link: <https://us06web.zoom.us/j/82747205223?pwd=V1ZXdDNJaGRFbDFOVkRSckFBS3JKdz09>

Time: 1000-1200

Meeting Notes:

1. Education and Training Committee Budget
 - July 2022 – June 2023 Budget = \$6,500
 - Spent as of 11/1/2022 = \$1,286.04
 - Left = \$5,213.96
2. Planning for the upcoming 2023 year Bimonthly / quarterly trainings
3. Topic ideas - Leadership, team building, networking, peer development
4. Resources ideas to create value
 - Bring a Friend in the Fire Service – Pass out flyer at December's Quarterly meeting to announce Bring a Friend free at March's Quarterly training. Ed & Training to use budget to supplement "Friends" brought to March's meeting.
 - AFSS Platform – November's E-Blast with information on AFSS Platform and highlight some of the courses offered to members through our membership.
 - Aurora Training – Offers web based trainings that committee discussed purchasing for "Train the Trainer" use. Committee members will each take a different course offered and then present the trainings the month after a Quarterly meeting FREE to AFSS members. All-Access Membership Cost \$600 per year.
5. AFSS Website tab – Education and Training
 - Brita to connect Mandi and Sallie to work on creating an Ed & Training tab on the website.
6. E-Blasts – sections and frequency. E-Blasts are to go out the month prior to Quarterly meetings. Highlights to include: Upcoming training schedule, announcements, health and wellness topic, free training links/videos, reference to our AFSS training platform, tips and tricks. Robin and Sofia will rotate and Mandi will offer input since Mandi will also be lead on the Website section.
7. Schedule
 - November 2022 – E-Blast
 - i. E-Blast to include: Do you want to host?, AFSS Platform highlights, Bring a Friend in March, Upcoming December Quarterly meeting
 - December 2022 – Quarterly in person Annual Report Workshop
 - January 2023 – Zoom training / Goal Setting (Jeran to lead)
 - February 2023 – E-Blast
 - March 2023 – Quarterly in person Leadership & Mgmt Workshop
 - April 2023 – Zoom training / Minute Taking (Robin to lead)
 - May 2023 – AFSS Conference (South)
 - June 2023 – Quarterly in person Finance & Budget

Conference Committee Report
For December 2, 2022 general meeting

The 2024 Conference committee met in person on 10/14/22 in Reno to tour 4 resorts. After a very long day of covering a lot of ground, a decision was made to have our 2024 conference at the Grand Sierra Resort in Reno. The property has everything we could possibly want to have a successful conference and even more. We have some really nice surprises in store for the membership.

We met via Zoom on 10/28/22 to discuss upcoming goals and actions as well as go over the preliminary venue contract.

Brita and Sallie met via Zoom with the Sales Manager of GSR to discuss negotiations and concessions of the contract and at this time we await a new revised contract to sign.

Goal: Save the dates to go out at the Southern Conference in May 2023.

Action:

- ❖ Our first set of dates we chose was April 17-19, 2024 but we were unable to come to an agreement on these dates due to a massive volleyball event scheduled in Reno that week, which drove the prices up so high we could no longer consider them. The new dates for the 2024 conference will be April 10-12, 2024 with room blocks available for an extra night after it's over in case people want to stay and enjoy the resort. Save the dates will go out May of 2023.

Goal: Begin soliciting conference sponsors and vendors.

Action:

- ❖ We have begun forming a large list of potential sponsors and vendors and have high hopes that we will gain a huge interest in having a table at the vendor faire. The more sponsorships we can get, the better our conference will be for our members. We will begin reaching out at the 1 year out mark.

Goal: To have monthly meetings to discuss ideas and next steps.

Action:

- ❖ Monthly meetings have been set up for 18 months out and then they will become more frequent as we get closer to our event and as needed.

We only have 16 months left to plan! Make sure you save the dates on your calendars!! **APRIL 10-12 2024**

Committee members:

Sallie Ross, South Lake Tahoe Fire

Jeran Scruggs, Woodland Fire

Brita Geiger, Cosumnes CSD Fire

Mandi Ladd, Fairfield Fire

Julie Ervin, Rocklin Fire

Robin Holcomb, Contra Costa County Fire

Sofia Ortiz, Yocha Dehe Fire

Christina Burroughs, El Dorado Hills Fire (Retired)