



Quarterly Board of Directors Draft Meeting Minutes

May 30, 2020; 10:30am Mountain; 9:30am Pacific

Via Video Conference

1. Meeting participants via Zoom
 - Candy McCullough, President
 - Bill Eckroth, Vice President
 - Barry Orth, Secretary/Treasurer
 - Ken Schmalbeck, Missouri State Director
 - David Burnett, Oregon State Director
 - Orlanda Smith, Individual Director At-Large
2. Called to Order : 9:35 am PDT
3. Recognition of Administration Staff and Guests Present
 - Monte Olsen, Executive Director
 - Jeanne Ernst, Administrative Assistant
4. Minutes from 3/7/20 Board of Directors Meeting were approved as corrected to read: 10.d Legislative, Barry Orth: Federal legislation was reviewed by Candy from the CFSI legislation web page
5. Special Order of the Day
 - a. Cancellation or postponement of Annual Conference, September 18-20, 2020:

After discussion, the motion to cancel the 2020 conference in Las Vegas was unanimously approved.

Monte will look into availability and platforms of webinars, discuss options with sponsors and other organizations, then the Board can decide how many to do and if NAEFO will continue the Las Vegas conference in the future.

Public Consulting Group's first webinar was to deal with material on a Medicare program that has been put on hold for a year.

Ken said that Zoom has a webinar platform that may be available at additional cost. Currently he and Orlanda are each able to host meetings for 300 participants. Other features are to be looked into, including details for the registration and payment.

Webinar costs to our members would depend upon what type of costs are incurred and the topic can be readdressed as needed. International Association of Fire Chiefs (IAFC) and Lexipol webinars are currently free.

NAEFO could consider sending webinar invitations to state association members. Ken thinks Missouri would be willing and capable.

How does NAEFO tailor the schedule for elected officials? WFCA has webinars on Saturdays and evenings. Because our members are in several time zones, evenings are not an option.

Ken will investigate the capacities of Zoom.

6. Remarks and Reports

- Candy McCullough, President
 - The governor of Washington has allowed video conferences for District meetings with activity limited to essential functions and COVID-19 only. No discussion of future plans, updating policies etc.
 - She recommends going to the CFSI website for current legislation and that the Board communicate about actions to be taken.
 - She participated in the SAFER Grant program, which was well organized with chat rooms and helpful staff. She was surprised at how little some districts and departments have. Post COVID-19, NAEFO should be part of an effort of consolidation. If the grant program is 'virtual' in the future, no travel costs could make participation more accessible. Monte suggests contacting Bill Webb about Ken participating in 2021.
 - Facebook – please post new information and then Board members should ask people to 'like' it.
 - Webinars – quarterly sounds good. Need to focus on ideas.
 - Board Meetings – get the agenda to the Board & membership four weeks prior and ask for additional items.
 - Notify membership via Mailchimp of Board of Directors meetings two weeks prior.
 - After the Board of Directors meetings, inform the membership. Orlanda suggested 'clip notes'/synopsis to membership. Jeanne and Monte will prepare meeting recaps for Bill to put on Facebook.
 - Increase Facebook and Mailchimp activity. What can NAEFO provide to further our mission: networking, share successes, and failures. Additional ideas? Candy wants inspiration from others.
- Monte Olsen, Executive Director (in addition to his written report), applied to make a presentation at the [Community Risk Reduction Leadership Conference](#) and Lexipol is interested in NAEFO to have contact with officials with emergency services organizations, perhaps starting with the topic of consolidations.
- Jeanne Ernst, Administrative Assistant:
 - Year-to-date financial report was reviewed.
 - Membership billing can take place once members have been notified of conference cancellation and future plans.

7. State Reports

- State of Missouri, Ken Schmalbeck: The Legislative session passed a few omnibus bills that have not yet been signed by the governor.
- State of Oregon, David Burnett: Their fire service conference will be October 22-24, 2020 in Salem with keynote speaker Chris Perrata, who works internationally in security systems. There will be 18 other speakers/workshops at the Conference. The 2021 conference will be November 1-5 in Ashland.
- State of Washington, Candy in Gerry's absence: The Washington Fire Commissioner's Association conference is also October 22-24, 2020. Washington State had legislation about healthcare, cost of medications, and the environment, but Covid-19 became the focus.

- o State of Colorado, Monte: The state has a large budget shortfall, which will impact special districts.
- o Director-at-Large Orlanda Smith will be included on the agenda for future meetings and he has been nominated as Vice President of Missouri Association of Career Fire Protection Districts (MACFPD).

8. Unfinished Business

- a. Website hosting with Digital Deployment, Inc. dba Streamline: the cost is basically the same as our current service including Streamline's security service. Monte will follow up with Streamline about webinar platforms.

Dave finds Streamline very user-friendly and Candy would like to see others able to help Monte with the website.

9. New Business

- a. Monte will follow up with Columbia Southern University regarding the 2009 Learning Partnership Agreement to see if NAEFO participants can receive educational credit like they do for the Congressional Fire Service Institute events. The Columbia Southern University Learning Partnership is an online institution for educational credits and diplomas and NAEFO members, spouses, and children are eligible for a 10% reduction of tuition fees.
- b. Trade Show Displays, Banners, etc. for State Conferences – postponed until state conferences are scheduled after the COVID-19 pandemic.
- c. Review of Administrative Policies:
 - i. Monte and Ken will review [Procedure for Amending Bylaws Policy #2](#).
 - ii. Monte and Candy will review [Appointment and Authority of Committees Policy #5](#).
 - iii. Jeanne, Barry, and Monte to review [Check Signing Policy #7](#).

10. Standing Committee Reports

- a. Bylaws, Chair Ken Schmalbeck: Nothing to report.
- b. Communication, Chair Bill Eckroth:
 - i. Facebook page: Candy to inform Bill when he can post updates.
- c. Conference and Education, Chair Candy McCullough with support from Mark Kreutzer. Jeanne to contact Mark about cancelling The Orleans at least 60 days prior to the start of the cancelled 2020 conference, which would be in mid-July.
 - i. 2020/2021 Speakers – 2020 speakers should be contacted about 2021.
- d. Legislative (Federal), Chair Barry Orth: Nothing today because his meeting with his Tri-County contact was cancelled. Candy reported that Washington State had legislation about healthcare, cost of medications, and the environment, but Covid-19 became the focus.
 - i. [Current Federal Legislation](#).
- e. Membership, Vacant: No report, although Candy commented that maybe NAEFO should consider special pricing for some memberships.
- f. 2020 Sponsorships, Chair Candy McCullough: All 2020 sponsors have paid.

11. Announcements

- a. Missouri Ambulance Association [Fall Leadership Seminar](#) September 30th-October 1st is still scheduled and Monte will be teaching at the seminar on October 1st.
- b. [Fire-Rescue International](#) on August 19th-21st in Phoenix, AZ
- c. [Community Risk Reduction Leadership Conference](#), May 25-27,2021 in Murfreesboro, TN

12. Date and Time of Next Meetings via Zoom:

- a. Board of Directors meeting, Saturday, Sept.12, 9:30 PDT.
- b. NAEFO Annual Membership Meeting, Saturday, Sept.19, 2020, 9:30 PDT. Ken will set up Zoom.

13. Review of Action Items, Jeanne Ernst, Administrative Assistant will send later today.

14. Adjournment 11:29 PDT

DRAFT