



## **Draft Quarterly Board of Directors Meeting Minutes**

**June 5, 2021**

**Noon Eastern; 11:00am Central; 10:00am Mountain; 9:00am Pacific**

Board Room

Travis County Emergency Services District Number 2

203 East Pecan Street, Pflugerville, TX 78660

(email [jeanne@naefo.org](mailto:jeanne@naefo.org) to participate via video conference)

1. The meeting was called to order at 9:05 am Pacific Time by President Candy McCullough and a quorum was establishment with the following members of the Board of Directors present:
  - Candy McCullough, President
  - Bruce Suenram, Montana State Director
  - Cliff Avery, Texas State Director
  - Orlanda Smith, Individual Director At-Large
2. Call to Order
3. Recognition of Administration Staff and Guests Present
  - Monte Olsen, Executive Director
  - Mark Kreutzer, Education and Conference Committee Member
  - Jeanne Ernst, Administrative Assistant
4. Approval of Minutes from Previous Meetings
  - Candy moved to approve the minutes of the March 13, 2021 meeting with correction of the word “filled” to “filed” in the sentence “Jeanne provided a year-to-date financial report that was reviewed and filled for audit.” The motion passed.
  - Cliff moved to approve the minutes of the April 10, 2021 with the correction of Jeanne Ernst, Administrative Assistant removed from recognition of Administrative Staff present at the meeting. The motion passed.
5. Remarks and Reports
  - Candy reminded everyone about the 2021 Conference, reservations for a block of rooms, the hospitality room, and good speakers and thanked everyone that has worked to increase NAEFO’s presence. Candy also stated that the quality of the webinars has been awesome as well as the quality of the webinar speakers--she thanked everyone for their webinar efforts.

- Monte highlighted from his Executive Director Report's and announced that the NAEFO website is now capable of accepting credit/debit cards once the website is linked to NAEFO's bank account. The NAEFO pen supply is dwindling so Jeanne will report back on ordering additional pens. Monte asked for collective thoughts on how to solicit email addresses from conferences, e.g., gift card give away. There were no objections from those attendance to purchasing a hard carrying case.
  - Candy made the motion to provide transparency through posting minutes on the website and making recordings of Board meetings available to Board members and NAEFO members upon request. The motion passed.
  - Jeanne recapped the year-to-date financial report, highlighting the lack of sponsorships. Monte will provide drafts of several email templates for Jeanne to use for recurring billing of sponsors.
  - Orlanda stated that he is the Vice President of the Missouri Association of Professional Fire Protection Districts and that he will approach that organization about joining NAEFO as a state association member.
6. Remarks in Addition to Reports at Membership Meeting
- Bruce reported that flying fireworks is now allowed in the State of Montana and that the western side of the state is very dry, so very active wildland firefighting season is anticipated
  - Cliff Avery reported that no harmful bills passed the Texas legislature; however, the Governor vetoed the appropriations bill for legislative salaries to ensure a special session for unrelated reasons, but that special session will give an opportunity for decisions on how to distribute funds from the American Rescue Plan Act.
  - Candy and Bob reported that junior taxing jurisdictions must share tax revenues with many other special districts; however, park districts have been removed from that tax revenue sharing pool.
7. Unfinished Business
- Monte and Orlanda will discuss providing lapel pins for new individual members and an online presence for ordering NAEFO merchandise.
  - Review of Administrative Policies
    - i. Motion made by Cliff to adopt [Event Cancellation Policy #8](#) as attached. The motion passed.
    - ii. Motion made by Candy to adopt the [Website Privacy Policy](#) as attached. The motion passed.
8. New Business
- Cliff moved to increase the number of 2021-2022 Directors at Large from one to two. The motion passed.
  - Monte will keep the Board updated on the possibility of attending the Utah Special District Association conference in November.
9. Standing Committee Reports
- Candy reported that there is only one remaining conference speaker for which we are awaiting confirmation.

- Monte reported that the following federal legislation is being tracked:
  - i. [Congressional Fire Services Institute](#)
  - ii. [International Association of Fire Chiefs](#)
  - iii. [National Volunteer Fire Council](#)
  - iv. [National Association of Emergency Medical Technicians](#)

10. Announcements

- [Florida Association of Special Districts Annual Conference](#) at Orlando on June 16<sup>th</sup>-17<sup>th</sup>
- [Illinois Association of Fire Protection Districts Annual Conference](#) at Champaign and virtually on June 24<sup>th</sup>-26<sup>th</sup>
- [Missouri Association of Fire Protection Districts Annual Conference](#) at Lake of the Ozarks on June 25<sup>th</sup>-26<sup>th</sup>
- [Texas State Association of Fire and Emergency Districts](#) Annual Conference at Fort Worth on September 16<sup>th</sup>-18<sup>th</sup>
- [Montana Fire Trustee Association](#) Annual Conference in Butte on October 1<sup>st</sup>-3<sup>rd</sup>
- [Washington Fire Commissioners Association](#) Annual Conference in Tulalip on October 21<sup>st</sup>-23<sup>rd</sup>
- [Utah Association of Special Districts Annual Conference](#) on November 3<sup>rd</sup>-5<sup>th</sup> at Provo
- [Oregon Fire District Directors Association](#) Annual Conference in Ashland on November 4<sup>th</sup>-6<sup>th</sup>
- [Idaho State Fire Commissioners Association 40th Annual Conference](#) at Boise on March 24<sup>th</sup>-26<sup>th</sup>, 2022

11. Date and Time of Next Meeting

- Next Quarterly Meeting: Sunday, September 19, 2021, in Las Vegas, Nevada at 8pm Eastern; 7pm Central; 6pm Mountain; 5pm Pacific

12. The meeting was adjourned at 11:27 am Pacific.