



**MINUTES (APPROVED)  
NATIONAL ASSOCIATION OF ELECTED FIRE OFFICIALS  
BOARD MEETING**

April 7, 2018 9:30 AM

Washington State Fire Commissioners Association  
Conference Room, James R. Larson Forum Bldg.  
605 11<sup>th</sup> Ave SE, Olympia, WA 98501

1. Meeting called to order 9:35am. Participants: Candy McCullough, Mark Kreutzer, Monte Olsen, Barry Orth, Curtis Hoopes (New Oregon State Representative), Jeanne Ernst

2. Approval of January 20, 2018 Board Meeting minutes as corrected.  
Correction: the last sentence should read "Upcoming conferences were discussed and how we can participate. These included New Jersey, Arizona and CFSI in April."

Clarification: The Bylaw changes are as written in the Jan. 20 minutes. Not all changes proposed at the Sept 19, 2017 meeting were included in the January vote.  
Monte will put the approved changes on the website.

3. Review of September 19, 2017 Annual Membership Meeting notes. Changes proposed by Candy will be voted upon in Sept.

4. Secretary/Treasurer Report-

a. 'Current Bank Balance and Activity' document shows all expenses and income since Jan 12. An exceptional expense of \$299.99 was for the restoration of our website after hackers removed everything. Fee also includes 1 year of service from Go Daddy to scan the website every 30 minutes, make repairs and alert us of any problems. Curtis will ask his tech support if he knows of a less expensive option if they are using Word Press. Monte to forward pertinent information to Curtis.

Website monthly cost is \$14.99. Monte will regularly apply software updates.

b. '2018 Year-to-Date Budget Report'. Includes all 2017 conference expenses.

c. '2017 NAEFO Members' list. To be looked at when we get to #7 on the agenda about membership fees.

d. Jeanne has not yet billed for membership fees. We need to discuss changing the fees. We have 2 new members, one from Missouri and Curtis from Oregon.

5. Presidents Report –

a. CFSI – April 18-19, 30<sup>th</sup> Annual National Fire & Emergency Services Symposium  
Mark Kreutzer and Candy will both attend. Important issues at this time are cancer and work loss and retirement from PTSD. Goals of attending the symposium include networking, increasing exposure for NAEFO, increasing our membership and meeting with Congressional leaders to discuss and influence the future of emergency response services for all.

b. Congressional Update: 2018 Fiscal budget approved with funding for emergency services and FEMA (Federal Emergency Management Agency).

c. WA. State Legislative Day (January 25, 2017). Oregon did not have Legislative Day due to the short session.

d. New 2018 Oregon Representative: Curtis Hoopes, Chiloquin Fire & Rescue.

Current updates:

1- OFDDA CONFERENCE Oct. 26-28 in Ashland Oregon. 139 registered attendees.

SDAO CONFERENCE Feb. 8-10 in Seaside Oregon. Large attendance.

2- Oregon's SB 378 adds Volunteer Firefighter Districts to list of non-profit 501(c)(3) organizations that Oregonians can donate part of their tax refund to. Oregon volunteer fire association must be registered with with DOJ as charitable non-profit and submit 10,000 signatures of support by JUNE 1ST. 8,760 Volunteer firefighters in Oregon. ([ofva.org](http://ofva.org) for additional details).

e. Washington State Representative for 2018 to be determined

Gerry Gustafson is currently serving as the 2018 WFCA President

#### 6. State Association Reports:

a. Missouri – Monte

Current focus is on the Governor. His staff has been using something like 'Snap Chat' which erases communications and may violate the 'Sunshine' law.

There is currently hope for a 911 tax on cell phones. Missouri is the last state to not have this tax. Annual conference is in June.

b. Oregon - Curtis Hoopes see his report above. Item 5.d.

c. Washington – Gerry Gustafson, absent.

#### 7. Committee Reports

a. Bylaws – changes approved at January 20, 2018 meeting. Candy and Monte will take a look at future changes, prepare them for the June Board meeting and get them out to the membership in July or August to prepare for the Annual Membership Meeting..

b. Communications - Candy is doing Facebook. Monte assured us that the website failure was not done by any of us.

c. Conference & Workshops- Mark does the work, but is not the chair. We have 2 speakers per Mark. We need bios and photos for the website.

d. Legislative- everyone is paying attention and doing what they think is important.

e. Membership- Larry Howell & Candy McCullough. She will work on this after CFSI.

f. Sponsorship- All help is welcome.

g. Education- VACANT

#### 8. Other Business

a. Website domain renewed for 2018

b. Membership Dues & Billing 2018

2016 New policy was increasing fees.

Membership fees: 1<sup>st</sup> year/ 2<sup>nd</sup> year/ 3<sup>rd</sup> year,

3 Member Board \$100/ \$150/ \$200.

5 Member Board \$200/ \$300/ \$400

7 Member Board \$300/ \$450/ \$600

Can we consider every membership as new membership? This is an administrative nightmare.

Some districts now only have one member who is a rep. Is this because of fee increases?. How can we simplify this and encourage people to join? Bigger districts can afford higher fees. Do we want to do the current fee schedule for its 3<sup>rd</sup> year? Are we losing members and are the faithful members being penalized? We can't have the same fees as WSFCA because we don't furnish the same 'product' to our members, with our one educational conference.

In Missouri, bigger districts pay more and some small districts have free memberships. They have the same advantages as the others.

Conclusion: continue this for 2018 billing and send a survey to our members for next year to ask for their input. We can make suggestions at next meeting. The objective is to increase membership.

We need names & emails of members when each district signs up.

c. NAEFO Website: Monte does Updates

**In Progress** -Officers, Committees, mailing & emails. Curtis is on the website. Notify Monte to request changes.

Monte would like to put the Strategic Plan when updated. A less date-specific document would be more appropriate.

d. Mailchimp – Use it more! Send out approved minutes and agendas.

e. 2018 NAEFO Conference September 17 & 18, 2018, Monday & Tuesday

Bill Webb of CFSI, confirmed speaker.

2<sup>nd</sup> speaker: Lane Whitemike of ECSI. He could do a 2<sup>nd</sup> presentation. Mark will confirm with him and request a photo and bio be sent to Jeannie.

Speakers need to be finalized in May to give attendees adequate time to ask their districts for approval. We must take into account their commissioner meeting schedules.

- f. Suggestion that a Charter be created for each Committee – mission & duties
- g. Strategic plan update – Monte and Candy are working on revisions. Monte thinks most of it will not change. There are some good ideas to put into effect. Candy would like to send updated version to Board members a week or 2 before the next meeting in order to adopt it at our next meeting. Monte agrees.
- h. Increasing NAEFO membership and involvement discussion. Keep sending information about NAEFO to State Organizations and explain why they should join. An electronic brochure would be very useful. Do we need to update our paper brochure?
- i. Candy will be traveling mid-June through July.

9. Next Board Meeting date: June 9, 2018

Monte has offered to be our Executive Officer and work for travel and expenses until we can pay more. His only immediate foreseeable expense is business cards, because he has miles. We need to find an appropriate title for his position.- Vice-President? We need to check the Bylaws and keep this idea moving forward.

Meeting adjourned 10:46am.

Respectfully submitted,  
Jeanne Ernst  
Administrative Assistant