

DVFA EXECUTIVE MEETING

Delaware State Fire School

December 12, 2010

Called to order at 09:00 A.M. by President William F. Tobin, Jr.

Invocation offered by DVFA Chaplain, Pastor Bob Hudson

Pledge of Allegiance led by DVFA PP Ed Barlow

Roll Call of Officers –

- [X] William F. Tobin, 89, President
- [X] Charles W. Frampton, 11, 1st Vice President
- [X] Charles H. Boyer, 46, 2nd Vice President
- [X] J. Allen Metheny, Jr., 51, Treasurer
- [X] Robert Sutton 17, New Castle County Director
- [X] Glen Gillespie, 56, Kent County Director
- [] Biff Lee, 81, Sussex County Director
- [X] Warren Jones, 16, Past President - Director
- [X] Leslie McCourt, 2 & 21, Director, New Castle County
- [X] Joseph Zeroles, 47 Director, Kent County
- [X] Richard Toulson, 87, Director, Sussex County

All Officers were present with the exception of Biff Lee who was excused.

Guests

Steve Austin spoke about CFSI and indicated the DVFA has contributed over \$50,000 to CFSI since 1989. This amount has decreased over the last couple years. The tickets are 275.00 which supports the organization. The state of Delaware over the last 9 years has been awarded over 6 million dollars and received 54 grants. Federal Participation has been rewarded. Each county President will make direct contact to encourage participation. Our Wake up Delaware program as well as our R&R Grant has been funded through this same program.

Presentation from Mr. William Webb, Executive Director, Congressional Fire Service Institute, Bill thanked the President and Leadership. He has been a director with CFSI 16 years. The man he considers the most valuable asset to the organization is Lou Amabili. Thank you for your support. Vice President Biden is our biggest advocate right now in DC. There is a mission to work with the members of congress. CFSI is a complete not for profit organization. If it weren't for CFSI, there would not be a grant program, as CFSI does not receive one grant and will continue not to accept one grant dollar. Bill then directed attention to the front of the room for a video presentation. He indicated he will be back at our March Executive Meeting to discuss more details of the dinner, but wanted to remind everyone the dinner will be in April.

Report of Officers

President Tobin- asked if anyone saw the CBS broadcast of the National Fallen Firefighters. If you haven't it is available on the DVFA website, he encourages everyone to take a look as it is a very powerful and moving presentation.

First Vice President Frampton- Indicated his report was in written form, and thanked everyone for their cards and flowers, as well as all the support he has been given. Indicated there were 6 applicants for the R&R Coordinator.

Second Vice President Boyer- There were 15 applicants for the Executive Manager Position. The committee will be meeting this week to review the resumes and make a selection to be interviewed. 2 Members from each county form this committee as well as DVFA Vice President, Treasurer.

Treasurer Metheny – ***DVFA TREASURER'S REPORT- DECEMBER 12, 2010***

FELLOW OFFICERS, DELEGATES, ALTERNATES, MEMBERS, AND GUESTS

It gives me great pleasure to present the attached Treasurer's Report for the period September 11, 2010 through December 11, 2010. This report includes both the DVFA Operations and the Conference Accounts. At the request of the Board of Directors, I have reformatted the statements to present the income and expenses by category.

All of you should have received your pension training and Estimated Bill by now. Remember all of your paperwork and money is due to me by February 15, 2011 or face a \$100.00 per day penalty if it is late.

If anyone has any questions, please see me. On behalf of Barbara and myself, have a Merry Christmas and a Happy and Safe New Year.

J. Allen Metheny, Sr.
Treasurer

Motion to Accept Officers reports and spread them upon the minuets by Jasper Lakey, Seconded by Tom D'Alessandro. Motion carried

Delaware Fire Service News – Warren F. Jones indicated there has not been a new issue due to financial issues but looks forward to having a new addition around the first of the year.

Committee Reports

1. State Fire Prevention Commission – Chairman Robert Ricker, stated the next meeting will be on the 21st anyone is welcome to attend.
2. Advisory to State Fire Marshal –Grover P. Ingle reported Fifteen fire fatalities have occurred this year in the State compared to seven in 2009. There are 2 incidents with multiple fatalities this year. A working smoke alarm was present in only two of the incidents.
 - NFPA has introduced a new program “faces of fires”
 - The OSFM continues to follow the residential sprinkler adoption process by the Building Officials and the Home Builders Association action on the same.
 - The proposed changes to the Fire Lane Regulations have been submitted to the Commission.
 - FY12 Budget- The Office of the State Fire Marshal is preparing the FY11 budget and will be seeking to maintain our current level of funding.
 - The Office of the State Fire Marshal has filled the vacant Fire Protection Specialist created by the retirement of James Bunkley and the individual who has been selected will be announced in the near future.
 - DFIRS report we still have a few companies/departments who are in arrears several months and will be working with them to have those reports submitted.
 - Delmarva Power presented the Officer of the State Fire Marshal with 70 special needs detectors for the hearing impaired through their ESPP
 - Office of the State Fire Marshal would like to wish everyone a happy and safe holiday season. We look forward to continuing working with all the officer’s and Associations in 2011.
3. Advisory to DSFS –Robert P. Newman
 - Year end program report-2010
 - a) Overall program student attendance is up in Fire Programs
 - b) EMS Program attendance has also increased
 - c) Industrial program numbers have decreased and are expect to continue to decrease
 - Fire Safety trailer has been re-located to Sussex division (back of Gas pad)
 - a) Will allow for better promotion of Fire Safety programs at the Division
 - The Virtual Reality Trailer has been located at the location of the Fire Safety Trailer.
 - a) To be converted to a Fire Safety Trailer
 - b) To include a mini classroom, living room, kitchen, and bedroom with escape ladder
 - FY11 Budget request has been submitted

a) Includes request for additional funding for EMS programs
New Programs for 2011

- a) EVO Driver refresher class -3 hours at your station
 - b) Renewable Energy systems class – 3 hours at your station
 - c) Updated Truck Company Operations course
- Continuing the Vehicle Rescue and Hazardous Materials Response Skills at the Divisions for another year

a) Classes have run well, however the student numbers with the increase on one class have not increased overall participation.

Officer Seminar- All elected and appointed Officers- Jan 15, 2011

- a) Review of DSFS procedures and new programs
 - b) Presentation on Firefighter Life Safety initiatives- Courage to be safe
- Ladies Aux Seminar- Jan 9, 2011- Safe Handling of Food

Merry Christmas and Happy Holidays from the staff at the Fire School

4. Archives – Charles Emerson reported he received early training tools from the fire school and a box of pictures and supplies from the DVFA Office. He also received a hand written minute book from mutual relief. He is looking to consolidate space and re organize the display cases at the fire school to display some of the new items. He indicated in March – June, they may need some funding for the display cases.
5. Constitution & By Laws – Lou Amabili - The DVFA leadership requested that the Bylaws Committee revise the current bylaws to delete the “Executive Secretary” as a voting member of the DVFA Board of Directors and replace it with the position of “Secretary” as required by Corporate law. Further, delete the paid employee position of “Executive Secretary” and replace it as a non-voting “Executive Manager” position. The requested changes will appear in **[Bold]** type throughout the draft document to allow for these changes.

For your convenience I have outlined for you the locations of the proposed changes.
Page 2: Article I, Section 1, d., Page 4: Article II, Section 1, b, c., Page 5: Article II, Section 2, a, d, e., Page 7: Article II, Section 3, a., Page 8: Article III, Section 1., Page 9: Article V, Section 2., Page 10: Article V, Section 4., Page 12: Appendix III-I.

This document is presented as the first reading of the proposed revisions with the intent to schedule the vote at the March 2011 DVFA Executive Meeting.

6. FEMA Grant (Wake up De) – Tom Mitten- Six members in attendance.

In response to report given at DVFA Conference Executive Meeting, each of the three county governments allocated \$15,000 to their county fire companies in order to allow them to purchase smoke detectors and batteries for the 2010/2011 Fall/Winter seasons.

Each county firefighters' association has assumed responsibility for management of these funds and directed one or more members of the WUD committee to purchase and distribute smoke detectors and batteries for their fire companies.

United Electric Co. of New Castle (with outlets statewide) has agreed to sell standard smoke detectors for \$4.50 each, with minimum purchases of 504 per order. \$5.00 each for smaller quantities.

Tri-State Battery Warehouse continues as the principal battery supplier, with a unit price of \$1.03 for 9V alkaline battery, with minimum purchases of 96 batteries per order.

The committee will look to the DVFA leadership for direction regarding applying for grant funding through AFG Fire Prevention process.

New Castle and Kent Counties continue the Carbon Monoxide detector pilot program, utilizing a PowerPoint presentation to conduct community awareness/education sessions at which CO detectors are given to those attending the sessions. This will continue until the limited remaining supply of CO detectors is exhausted.

7. Law & Legislative – Thomas D'Alessandro 9 members attended the meeting this morning the foundation of the meeting was about the draft standards.
8. Life Safety – Guy Hudson- All matching fund requests are due in by January 23st. All information is available on the DVFA Website. The Fire Prevention awards program will be Jan 16th at Hartly Fire Company, meal will be spaghetti and meatballs and salad. All are welcome starts at 2pm.
9. Permanent Memorial – John Porter
As you know the Permanent Memorial Committee is delegated with the responsibility of assuring the monument is maintained in an appropriate manner. In addition, that the names of all the deceased members lost in the line of duty are properly and correctly engraved in the appropriate location on the monument. And as in the past as recently as 1997 when a name was found to be incorrect the correct name was added to the monument.
10. Scholarship – Robert Powell stated the 2011 scholarship application is available on the DVFA website. Due date for applications are March 31, 2011
11. Governmental Affairs Committee – Robert Sutton stated they met in early November. There is currently progress with the PowerPoint presentation to present to congress again this year.

Recognition of Past Presidents – 1st Vice President Tobin

Affiliated Organizations/ Agency Representatives

Ladies' Auxiliary: - Janice Marvel, President thanked the Officers and introduced the list of ladies auxiliary state and county officers and guests who attended the DVFA Executive meeting on December 12, 2010.

Janice Marvel, President, LA DVFA, Ann Marie Krystopolski, 1st VP, LA DVFA
Penny Rodimak, 2nd VP, LA DVFA, Jane Williams, Secretary, LA DVFA
Kim Figgs, Treasurer, LA DVFA and Treasurer, Ladies Aux., Sussex County VFA
Lois Pearson, President, LA Sussex County VFA, Joyce Figgs, PSP, LA DVFA
Karen Workman, PP, LA SCVFA, Susie Morris, PP, LA SCVFA
Ginny Yeager, President, Ladies Aux., New Castle County VFA, Karen Barlow, 1st VP,
Ladies Aux., New Castle County VFA, Joanne Tulowski, PSP LA DVFA, Pat McCall,
PSP, LA DVFA, Barbara Metheny, PSP, LA DVFA

State Fire Chiefs: Doug Butler, President stated the next meeting will be on January 27, 2011 at Cranston Heights.

State Fire Police: Ken Tull, President – no report

State Ambulance Association: Robert Jones, President indicated that EDIN and Dimes are currently on hold. He also introduced the officers he had present, PP P.J. Gosch and Michael McMichael. He also recognized all Past Presidents.

DVFA Foundation: Steve Austin, Chairman informed that the foundation has received a Grant from the Mid Del Foundation in the amount of 5,000 for scholarships.

Communications

The following (10) Ten communications were received and are summarized by the Corresponding Secretary: **none needing any action.**

- Letter from LADVFA Hall of Recognition Chairman, indicating 2010 Inductee's.
- Letter from Mid- Del Charitable Foundation indicating our organization has been selected to receive a grant for Scholarships.
- Copy of from Secretary Schiliro, thanking Jim Cabbage for his dedicated service to Delaware's Public Safety Professionals
- Letter from Kent County Department of Finance indicating we have the opportunity to apply for the community service grant.

- Letter from Dylan Lucius Fox, thanking the DVFA for the scholarship he was awarded.
- Letter from Millville Fire Company indicating Changes to Delegates and Alternates
- Letter from Harrington Fire Company indicating Changes to Delegates and Alternates
- Letter from Volunteer Hose Fire Company indicating Changes to Delegates and Alternates
- 2 Christmas Cards

*Motion to accept communications by Richard Perillo, seconded by George Pyott.
Motion Carried*

OLD BUSINESS

None reported

NEW BUSINESS

Motion by Harold Brode to table the standards legislation until March. Seconded by Bob Yerkes, motion carried.

Motion by John Porter and seconded by Richard Perillo, to add the correct spelling of Edward R. Naumann from Christiana Fire Company to the Monument. Motion carried.

PAYMENT OF BILLS

Treasurer Metheny read bills.

<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Operating		
VOIDED CHECK NOS. 3867 - 3880		
WILMINGTON TRUST CO. TAXES	TAXES AUGUST '10	-1,888.20
JAMES L. CUBBAGE, JR.	EXPENSE REIMB.	-833.84
SELECTIVE INSURANCE	OFFICER BOND INSURANCE	-297.00
SUSSEX PRINTING	PRINTING- PACKETS	-2,700.15

ROGERS SIGNS	INV. 28195	-170.00
VERIZON	AIR CARD	-40.01
AT & T	SEPT 10 BILL	-24.03
JAMES L. CUBBAGE, JR.	P/R AUGUST 2010	-3,185.15
JAMES L. CUBBAGE, JR.	RETIREMENT PAYOUT	-24,282.88
MELISSA KISER	08-30-10 - 09-12-10 P/R	-1,058.11
STEVE AUSTIN	POSTAGE	-34.32
M & M TROPHIES	PINS/PLAQUES	-1,443.50
WILMINGTON TRUST CO. VISA	VISA PAYMENT	-721.65
ADSTRATEGIES	ACCT. DVF - MEDIA ADS	-13,707.35
CANNON FINANCIAL SERVICES	COPIER SERVICE - INV. 10279954	-259.51
M.R. KISER	CLEANING	-75.00
VERIZON	OFFICE PHONE	-227.39
COMCAST CABLEVISION	OCTOBER SERVICE	-89.00
M & M TROPHIES	NEW BADGES-OFFICER	-400.00
RHETT RUGGERIO GOV. RELATIONS.LLC	R&R COORDINATOR SERVICES AUG/SEPT.	-825.00
VOIDED CHECK	VOIDED CHECK	0.00
MELISSA KISER	09-13-10 - 09-24-10 P/R	-1,329.68
FARLEY PRINTING	R&R NEWSLETTER	-1,250.00
DIVISION OF REVENUE	P/R TAXES JUKY-SEPT '10	-2,266.99
WILMINGTON TRUST CO. TAXES	TAXES SEPTEMBER '10	-12,521.06
VERNON INGRAM	OCT - DEC. 2010 RENT	-1,425.00
DAVID L. BONAR	SERVICE - JUL - SEPT. 2010	-1,500.00
GOODEN'S FLORAL SHOP	CLARK ARRANGEMENT	-79.95
MELISSA KISER -PC	TO ESTABLISH A PETTY CASH FUND	-50.00
JAMES L. CUBBAGE,JR.	EXPENSES-FALL MEETING	-39.30
VERIZON	FIRE LINE	-40.01
MELISSA KISER	09-27-10 - 10-08-10 P/R	-1,117.64
WILMINGTON TRUST CO. VISA	VISA PAYMENT	-1,755.38
JOHN F. BRADY, ESQ.	SERVICES RENDER REF. EXEC. SECT.	-1,600.00
CANNON FINANCIAL SERVICES	COPIER SERVICE - INV. 10366180	-259.51
AT & T	OCT 10 BILL	-24.18
M.R. KISER	CLEANING	-125.00
MELISSA KISER	10-11-10 - 10-22-10 P/R	-911.36
VERIZON	OFFICE PHONE	-203.71
COMCAST CABLEVISION	NOVEMBER SERVICE	-89.00
ROGERS GRAPHICS, INC.	INV. 28410	-150.00
WILMINGTON TRUST CO. TAXES	TAXES OCTOBER '10	-997.70
MELISSA KISER	10-25-10 - 11-5-10 P/R	-1,142.60
AT & T	NOV 10 BILL	-23.88
VERIZON	AIR CARD	-40.01
STATE OF DELAWARE	SUBSCRIPTION SERVICE-LEG. COUNCIL	-275.00
HOSTING.COM	INV. NO. 1640846-04	-19.95
M.R. KISER	CLEANING	-100.00
WILMINGTON TRUST CO. VISA	VISA PAYMENT	-577.07
CANNON FINANCIAL SERVICES	COPIER SERVICE - INV. 10503225	-259.51
VERIZON	OFFICE PHONE	-215.13
COMCAST CABLEVISION	DECEMBER SERVICE	-89.00
MELISSA KISER	11-8-10 - 11-19-10 P/R	-1,161.36
VERIZON	800 FIRE LINE	-40.01

DUCK CREEK PRINTING	BUSINESS CARDS	-249.00
INDEPENDENT NEWSPAPERS, INC.	INV. 168631 JOB ANNOUNCEMENT	-728.00
CHARLES FRAMPTON	LOCK FOR OFFICE DOOR	-6.32
GOODEN'S FLORAL SHOP	FRAMPTON ARRANGEMENT	-59.95
VERIZON -BLACKBERRY	2 MONTHS BLACKBERRY SERVICE	-193.62
MELISSA KISER	11-22-10 - 12-03-10 P/R	-1,167.56
CHARLES FRAMPTON	LOCK FOR OFFICE DOOR	-19.92
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		-86,365.45

Total Operating bills to be authorized -86,365.45

Motion to pay bills by Tom D'Alessandro, Seconded by Bob Jones, Motion Carried.

GOOD OF THE ASSOCIATION

ADJOURNMENT

It was regularly moved by Tom D'Alessandro and seconded by Richard Perillo that the March Executive Committee Meeting be adjourned. Motion Carried. Pastor Bob Hudson offered the Benediction. The meeting was adjourned at 11:30am

Respectfully submitted,
Melissa R. Kiser
Melissa R. Kiser
Corresponding Secretary

I hereby attest that this a true copy of the proceedings of the Delaware Volunteer Firemen's Association Executive Committee Meeting held on December 12, 2010.

Attest: