

## DVFA Executive Committee Meeting Minutes

March 12, 2000

President Steve Austin called the Executive Committee meeting to order at 10:00 a.m.. The invocation was offered by Carl Dean, followed by the Pledge of Allegiance, which was led by Past President Edwin Barlow.

Chief, Webster Trotter, along with his wife, were welcomed into the meeting, where he thanked everyone for their cards, prayers and everything that the fire service had done for him following his recent tragedy. His wife also expressed her appreciation for the support she had received from the members of the DVFA.

William Webb, CFSI Exec. Director, announced that the annual dinner would be held on May 3. He gave a brief synopsis of the events/activities planned during the week. He then gave a brief update on legislation affecting the fire service.

1<sup>st</sup> Vice President Cabbage presented a 4½ minute *FireTV* music video, which is available to all fire companies in the State.

Bruce Ennis submitted a resolution for the members of the Bethany Beach Fire Co. congratulating them on placing 2<sup>nd</sup> in the *Pumper Pull* at the FDIC Conference in Indianapolis. Bruce Ennis made a motion, which was seconded, that this resolution be accepted. Motion carried.

Roll Call of Officers – Secretary Turner reported that all officers were present.

### Report of Officers

President Austin – attended 51 events, traveled 3,334 miles, approval has been received in the Governor's capital budget for the upgrade to the 800 MHz for full, inside building coverage.

1<sup>st</sup> Vice President Cabbage – attended 42 events, traveled 1,582 miles. He appointed the following to the Fire Prevention Committee: Sandy Young, Jim Carson, Joe Vattilana, Ron Marvel, Sheila Scott, Kevin Twilley, Robert Yerkes, Alice Bruce, Guy Hudson, Patty Carnevale, Mike Lowe, Jackie Zurba, and Paul Eichler. He also announced that Ray Stevens and Wally Hudson would serve as Co-chairs of the Cruise Committee.

2<sup>nd</sup> Vice President Callaway – attended 26 events and traveled 1,714 miles.

Treasurer Metheny – reported a balance in the Operating Account of \$110,109.94 and a balance of \$108,290.49 in the Conference Account. He transferred \$848,000 to the Pension Office for pension payments for '99; December '99, paid \$1,400 each to five firefighters who received damage during Hurricane Floyd; presented \$6,500 to the North Carolina Relief Fund, which was collected from the ladies auxiliaries, county and state organizations in DE.

DVFA Public Relations – William Metten reported the following: 1) the Communications plan for the *Fire Service News* is starting to "bare some fruit", i.e. the fire service publication is the best in the country; it is a voice in the General Assembly, the community. 2) There has been a significant increase in the amount of favorable publicity about the DE fire service in the last few months. He read several favorable articles that have appeared in the News Journal. The work of the *Fire Service News* and the articles by the individual companies are starting to pay off. There are good things happening. Each of the companies is getting its share of recognition.

It should help with R&R activities. He would like to send copies of the *fire video* to the cable networks.

Secretary/Executive Secretary Turner – reported, as Secretary, that the CFSI invitation forms & hotel information had been mailed to fire company Presidents, Ladies Auxiliary Presidents, County, and State Association Presidents; Hepatitis information & Communicable Disease information distributed to all committees. Copy of the proposed draft By-laws printed & distributed to all Companies, Past Presidents, DVFA Officers, Association Presidents with 75 copies provided to Constitution & By-Laws chair for three County workshops. Letter distributed to all Sussex Fire Chiefs, Communications Committee chair, & DVFA Officers concerning Sussex Radio talkgroup information. Minutes of November Officers meeting distributed to all Officers. Minutes of December Executive Committee meeting printed & distributed to all Companies & DVFA Officers. Labels provided to Director O’Neal for Law & Legislative night with the exception of LADVFA Past Presidents. This includes Association Officers, Fire Company Presidents & Chiefs, Ladies Auxiliary Presidents & Ladies County & State Officers, elected officials from the County and State government & Legislature. To date, seven of 478 cards returned for address corrections. CFSI invitations to all State elected officials and County Administrators were signed by the President today and will be mailed tomorrow. A letter has been submitted to President Austin informing him & the member companies that I will not be a candidate in the upcoming election for the position of Secretary and that I will continue to provide the services as Secretary until such time as the By-Laws Committee & Association can determine the need for and future of the current Office of Secretary with the following understood by all: that the Executive Secretary will vote on any matters requiring Association action and will not accept the associated remuneration for expenses, effective March 1, 2000.

Executive Secretary reported that he had been authorized to negotiate a contract with Vernon Ingram, Jr. for renting office space located at 122A South Bradford Street for a two-year time-period at a cost of \$425/mo. This amount includes heat, electricity, and air conditioning costs. Expected occupancy date is April 1 and no later than April 15. Additional parking can be used at Robbins’ Hose east parking lot, as well as the use of their meeting rooms for larger meetings. Secured two desks, credenzas and several video display terminals (VDT’s) from State Farm’s Wilmington Office as a donation to DVFA. Cranston Heights, the first due fire company received an identical number of desks, credenzas, and two VDT’s for their use. Cranston Heights is temporarily storing the DVFA office equipment in their building until the office is occupied. As a public service, State Farm still possesses additional furniture in their Dover office. As additional information becomes available, companies will be notified of the availability and description of the furniture. Post Office Box at the Dover Post Office is the official address of the Association. The Box number is P O Box 1849, Dover, DE 19904-1849. Currently developing a series of standard operating guidelines for review and approval, based on Executive Secretary Committee report to address: travel reimbursement/expenses and requirements, Office procedures, inventory control, employee accountability, scope of employee work and Association records management. In the process of negotiation for a phone system, phone lines and the purchase of supplemental office furniture and data processing equipment.

Assistant Secretary Pickett announced that the DVFA website has been moved off the State network and now has its own website ([www.dvfassn.org](http://www.dvfassn.org)). Resolutions, a history of the DVFA, permanent memorial, past presidents of LADVFA, Fire Police, news releases, fire prevention awards, bulletin board are all on the new website.

President Austin made a motion, seconded by Dick Ward, to accept the reports of the officers. Motion carried.

## Committee Reports

1. Advisory To Mutual Relief – Anne Emerson: working on the insurance policy, which expires in September; will have proposals from 5 insurance companies at next meeting.
2. Advisory To SFPC for Ambulance Service – E. David Bailey, MD: reported on the EMS regulations and protocol; the Eaton (new computer) System; helicopter transport; stressed the necessity of ambulance attendants carrying their AED and CPR cards with them on the ambulance at all times. He also announced that he is resigning from this committee, as he has been appointed the State BLS Medical Director.
3. Advisory to the State Fire Marshal – Dan Kiley: It is in the capital budget request to provide additional classrooms at the Georgetown facility. Under Project Code 2000, will be updating State Fire Prevention regulations, after which a hearing will be held in Sept. Fire lane enforcement to assist the DE State Police is a high priority; enforcing smoke detector laws; Dave Collins has been hired as a Fire Protection Engineer for a 2-year duration.
4. Advisory to the State Fire School – Joe Murabito: Replacing the complete breathing apparatus system; received \$30,000 for planning for a 400 seat auditorium (\$4,900,000 estimate); have completed interviews for Jamie Turner's position. Vehicle anatomy, high-speed train lines, and farm medic seminars are scheduled.
5. Communications – Dave Roberts: Equipment has been installed and will be tested in the last "bad" area near Claymont.
6. Constitution & By-Laws – Warren F. Jones: Workshops were held in Feb.; the majority agrees with the new format and with the by-laws, except for the voting section. He then gave a review of comments received. A straw poll will be conducted with every company in the State requesting them to respond to the following issues: (a) voting, (b) Secretary vs. Exec. Secretary position and (c) Assoc. name change.. A self-addressed envelope is provided and must be returned by April 30. The by-laws will then be re-written to reflect the majority of the companies. The President has decided that these questions will be voted on at the June meeting. It is important to get these issues ironed out without a lot of filibustering, controversy, etc. on the floor. After the straw polls are received, the results will be submitted for review at the June meeting.
7. Critical Incident Stress Management - Kevin L. Wilson: Basic "*Taking Care of our Own*" class was held. Conference 2000: advanced 2-day class will held. There will be a speaker at the Wednesday Conference from the Columbine high school shooting, the Egyptian air crash and hope to have Rev. Smith give a personal view of losing his son in a fire in Mississippi.
8. 2000 DVFA Conference – Frank King; The final agenda will be available at the June meeting; registration packets will be going out in May; souvenirs have been received.
9. DVFA Conference Site Selection - Michael H. Vincent: Packets will be given to each of the county Chambers of Commerce to allow them to bid; hope to have a recommendation by the June meeting.
10. DVFA Cruise – Raymond T. Stevens, Jr.: Will be developing a complete proposal with a tentative date of late 2001 or early 2002; total funding will provided by the attendees, with postage being provided by the Assoc.

11. Fire Prevention – Sandra Young: Everyone will receive 50% matching funds; any budgets over \$2,000 must be submitted by June 30. Looking into a pre-school program to go with poster and essay contest; complete packet will be on DVFA website; New Castle County has been working with the Dottie Neal cable program. There was a lot of good publicity. Fire Safety Fundation web page is up and running; have poster and essay names on line; working on the “wrist watch” program; will be participating in the Governor’s Conference this year.
12. Fireman of the Year - Carlton E. Carey, Sr.: Nominations must be submitted by June 30; do not hesitate to re-submit names of previous nominees.
13. Law & Legislative - Michael H. Vincent: The #1 issue is obtaining \$5,000,000 budget for the 800 MHz; also, money for the EMS, and the Fire School to train new EMT-B’s. Working with colleges in getting sprinklers on campuses; working with Dr. Sylvester to obtain some of the tobacco money for AED’s, etc; hope to involve the fire service in fundraisers for their local candidates. He announced that they want to get the R&R bill out of Committee; the funeral expense legislation has passed the Senate and is now in the House Committee.
14. Partners In Progress - J. Allen Metheny: Made new contacts with 7 major equipment manufacturers in the U.S. who have expressed an interest in PIP; received \$5,000 from Provident Insurance Co. to help fund the Conference, FDIC and CFSI receptions.
15. Past Presidents' Advisory Council – Donald W. Knight: Workshop was held in February; the Past Presidents will not support any changes in the voting rights procedures.
16. Recruitment & Retention – Ken Pyle: There will be 2 Conference workshops (10:00 and 2:00); will be incorporating the new video, the “Wild Eagles Soar” video and also a tape from the National Fire Council into the program. They are submitting information for the web page. They will have a program the 3<sup>rd</sup> Sunday each month for the Dottie Neal show.
17. Resolutions - Bruce C. Ennis – Earl Moser, congratulating Bethany Beach Fire Co. on placing 2<sup>nd</sup> at the FDIC competition, congratulations on the retirements of Jamie Turner and Donald Knight, congratulations to Cranston Heights Fire Co. on 80 years of service and Brandywine Hundred on 75 years of service.
18. Scholarship - George L. Kerr, Jr.: LADVFA President, Eileen Doyle, presented a check in the amount of \$1,000; NCCLA President, Carol Johnson, presented a check in the amount of \$1,500; Warren Jones presented a check from A.H. Angerstein’s in memory of his son Chris; Past Chief’s Social Club, Jim King, presented a cash in the amount of \$500; Ray Benshetler, Christiana Fire Co. presented a check in the amount of \$500 in memory of his wife; Donna Smallwood, Minquadale Fire Co., presented a check in honor of Past President Joseph Hojnicky in the amount of \$2,000; a check has been received from Ciba Corp. in the amount of \$2,000 for the Med Marshall Memorial scholarship. All applications must be postmarked by March 31. Approximately \$16,500 has been received for scholarships.
19. Voter Registration - Harold Barber: voters information is in place; encouraged all members to register.
20. WMD/Haz Mat - Director Wilson and the Secretary reported on Committee activities. Two I items discussed were equipment and training. The Interim Committee report includes the following:

WMD LEVEL I (FIRST RESPONDER)

Initial response to a suspected WMD would essentially remain the same for first due Fire and EMS as their current company SOPs for a chemical incident. First Responders need training to recognize the true cause of the incident in order to protect themselves from potential hazards associated with this type of incident. Their initial actions would include the following, but not necessarily in the following order:

- Isolate/ secure the scene and establish control zones
- Establish command/Sectorize the incident
- Gather information regarding the incident (number of patients)
- Request additional resources/ Notify hospitals
- Control and isolate patients (away from the hazard, at the edge of the hot/warm zone)
- Separate patients into symptomatic and asymptomatic
- Coordinate activities with law enforcement
- EMS would begin triage, initiate patient care, administer antidotes (ALS)
- Begin gross DECON operations
- Call for appropriate SERT

All first responder activities should be conducted in structural fire fighting gear and self-contained Breathing Apparatus (SCBA). First responders would not enter areas where there is a potential for suspected concentrations of an agent, visible product, poor ventilation, compromised structural integrity, etc. These personnel can operate for a limited period due to SCBA duration, and must undergo DECON when leaving the work area.

#### ACTION ITEMS REQUIRED:

- Review of potential hazards/protection provided by PPE
- Additional training regarding patient management to include and placement, signs and symptoms, treatment, and protocols.
- Additional training regarding mass decontamination procedures, options, and the use of other readily available equipment.
- Develop EMS protocols, train ALS and BLS personnel, and purchase antidotes for first responders.
- Develop quick dress procedures for rapid entry and rescue.

#### WMD LEVEL II (SERT RESPONSE)

The second level would consist of a Level III SERT response and field decontamination unit (FDUs). FDUs would have Level-C capability consisting of Tychem 9400 suits and booties or (equivalent), butyl gloves, and Powered Air Purifying Respirators (PAPRs), and in suit communications equipment. Their actions may include, but not necessarily in the following order:

- Provide technical assistance/information to command as necessary from SERT and other response organizations / agencies.
- Detect/monitor to confirm agent and ensure control zones are adequate
- Coordinate and assist with mass decontamination as required
- Level-A rescues by County DECON units only.

Field decontamination units would consist of an engine company equipped with, but not limited to, Level-C PPE, portable showers (1 per FDU), soap, soft brushes, buckets hoses and adapters. Level-C will provide adequate protection while not limiting work time due to the limitations of the SCBA and turn out gear. Their actions may include, but not necessarily in the following order:

- Set up showers in accordance with the Mass DECON protocols
- Begin a transition from gross decontamination in structural fire fighting gear to DECON in Level-C PPE.

Decontaminate patients and send them to EMS for treatment (symptomatic) or to a holding area for evaluation (asymptomatic)  
ALS providers, in Level-C PPE would continue to provide triage, antidotes, and treatment.

A cache of 25 Level-C PPE kits would be located throughout each county and in the city of Wilmington. Designated units will pick up this equipment and make it available for all workers assigned to the warm zone, that are involved in treatment of patients, movement of patients to the DECON area, DECON workers, and anyone else that has a potential for an exposure. The field decontamination units along with an equipment cache will provide initial coverage until a county decontamination unit arrives for decontamination of first responders.

#### ACTION ITEMS REQUIRED:

Provide Level- A PPE to county decontamination teams and DNREC  
Provide a Level-A cache in each county and the City of Wilmington that would consist of twelve (12) each of the following items:  
Tychem 10,000 (or equivalent) Level-A suits, Haz mat boots, over boots, inergloves, in suit communications system, one (1) hour SCBA's, and spare one (1) hour cylinders.  
Provide WMD monitoring equipment to county decontamination teams and DNREC  
Provide portable decontamination showers (26) and support equipment to designated engine companies in each county and the City of Wilmington to respond as a FDU.  
Provide eight (8) Level C PPE kits per FDU.  
Provide seven (7) caches of 26 Level-C kits to designated fire companies disbursed throughout each county and the City of Wilmington.  
Train all personnel in mass decontamination protocols.  
Train all personnel in the use of Powered Air Purifying Respirators (PAPR's).

#### WMD LEVEL III (ADDITIONAL RESOURCES REQUIRED)

The third WMD level would occur when additional resources are required from counties out side of the initial incident. This would bring in other county decontamination units, FDUs, and Haz Mat Response Teams (HMRT). These units would be responsible for, but not necessarily in the following order:

Provide technical information/assistance as necessary.  
Continue to monitor/identify for agents.  
Enter hot zone to assist with rescue, product confirmation, and reconnaissance.  
Develop technical decontamination corridor for HMRT personnel.  
Coordinate and assist with mass decontamination and establish the Advanced Decontamination System for asymptomatic patients.  
Provide tents (5) for operations and shelter.  
Provide support for other responding agencies.  
Coordinate efforts with light Rapid Assessment Initial Detection team (RAID).

#### ACTION ITEMS REQUIRED:

Provide Level-A PPE to county decontamination units and DNREC.  
Provide SKED rescue stretchers.  
Provide PAPRs for county decontamination teams, Fire Company, EMS, and DNREC  
Train them for their use.  
Provide WMD detection devices.  
Provide five (5) pneumatic tents with heaters.

It should be noted that there are various levels of training. The sessions should be skill and theory based on the level of Fire Department Response. The Committee is setting up the equipment list first, review and development of instructional objectives based upon the

skill/theory levels required. It is anticipated that there will be at least four levels for Fire Service members. The levels should be in a sequential block level, loosely based on the Haz Mat Training standards. These are Awareness, Operations, Technician, and Incident Management levels. All Fire Department personnel should be trained to the Awareness level; Field DECON units to the Operations level; County DECON teams to the Technician level; and, Fire Department Officers trained to the Incident Management levels. Based on our experience, it is anticipated that the Awareness, Operations, and Incident Management levels would be four hours each. This should not seriously impinge on time commitments for our members. Once the equipment list is finalized, Member companies have bought in to the process; the Committee will work with the appropriate officials to design and market the Training programs. The Committee is seriously considering recommending that a time slot be allocated during the Conference for Awareness and/or Incident Management Training.

40. NFPA Committee Reports: Mike Vincent reported that the NFPA will be developing a consensus building code; the Committee on Breathing Apparatus is developing a new standard; the EMS met last month to develop an EMS guide vs. a standard; HCFA met with a recommendation on fee structure and requirements to be reimbursed on an ambulance run. If you do not have an EMT-B providing patient care, the driver must be a First Responder or you will not be reimbursed.

Ed Klima – Auto racing – concentrating on protective clothing.

#### Recognition of Past Presidents:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> John V. Ryan, 20, 1961            | <input checked="" type="checkbox"/> Clarence Schwatka, 26, 1964   |
| <input type="checkbox"/> Emanuel J. Harkins, 14, 1967                 | <input type="checkbox"/> Roland Neeman, 48, 1968                  |
| <input type="checkbox"/> Arthur L. Jones, 78, 1969                    | <input type="checkbox"/> Arthur I. Guessford, 24, 1973            |
| <input type="checkbox"/> William Paskey, Jr., 48, 1974                | <input checked="" type="checkbox"/> Morris W. King, 51, 1977      |
| <input checked="" type="checkbox"/> E. James Monihan, 82, 1978        | <input type="checkbox"/> Raymond H. McCall, 3 6 & 12, 1979        |
| <input checked="" type="checkbox"/> Richard E. Ennis, 44, 1980        | <input checked="" type="checkbox"/> John E. Bare, Sr., 76, 1981   |
| <input type="checkbox"/> William G. Walton, Sr., 16, 1982             | <input type="checkbox"/> Richard C. Mitchell, 86, 1984            |
| <input checked="" type="checkbox"/> Lawrence Mergenthaler, 21, 1985   | <input type="checkbox"/> Thomas V Baker, Sr., 57, 1986            |
| <input checked="" type="checkbox"/> Robert G. Sweetman, 7 8 & 9, 1988 | <input checked="" type="checkbox"/> M. Frank King, 51, 1989       |
| <input type="checkbox"/> Walton A. Johnson, Jr., 76, 1990             | <input checked="" type="checkbox"/> Edwin S. Barlow, 20, 1991     |
| <input checked="" type="checkbox"/> George A. Diamond, 55, 1992       | <input checked="" type="checkbox"/> Elmer B. Steele, 81, 1993     |
| <input type="checkbox"/> Harry E. Warner, Jr., 25, 1994               | <input checked="" type="checkbox"/> J. Allen Metheny, 51, 1995    |
| <input checked="" type="checkbox"/> Lynn J. Rogers, 85, 1996          | <input checked="" type="checkbox"/> Joseph W. Hojnicky, Sr., 1997 |
| <input checked="" type="checkbox"/> Donald W. Knight, 1998            | <input checked="" type="checkbox"/> Michael H. Vincent, 1999      |

#### President Emeritus:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Louis J. Amabili, 19 | <input type="checkbox"/> Fr. Paul E. Burke, 20         |
| <input type="checkbox"/> Rev. James B. Doughten, 78      | <input type="checkbox"/> C. Bryan Bennett, 87          |
| <input type="checkbox"/> Harvey H. Ryan, 20              | <input type="checkbox"/> J. Benjamin Roy, Jr., 43      |
| <input checked="" type="checkbox"/> Bruce C. Ennis, 44   | <input checked="" type="checkbox"/> Norman L. Tate, 87 |

#### Affiliated Organizations/Agency Representatives

Ladies' Auxiliary, Eileen Doyle, President, introduced LADVFA officers in attendance and the ladies who will be appearing on the Dottie Neal show. She then presented President Austin with a birthday cake.

State Fire Chiefs, Grover P. Ingle, President, reported that dues will remain the same; looking at soliciting more members; with be co-hosting events with the DVFA, co-hosted a

National Fallen Firefighters seminar; the speaker at the Conference will be former Asst. Chief John Hanson, OK City Fire Dept.

State Fire Police, Joseph Bukowski, President: At the last State meeting, passed revised constitution and by-laws; empowered the Task Force Officer and the State Training Officer to look at Title 16 and work out an action plan for possible changes; have been meeting with Conference 2000; announced a change in the dates of the State meeting; and that the NCC Fire Police, Ron McLucas and he appeared on the Dottie Neal Show.

State Ambulance Association, Keith W. Bowman, President: Reported that Dr. Tom Sweeney gave a presentation at the last meeting; purchased a large plaque for the Past Presidents and State EMT's, which is to be displayed at the Fire School; by-laws are being updated; would like fire companies to submit names of people who have done something heroic by August 1; National EMS Week is May 21-27. He encouraged all fire companies to make a major push for this week.

National Volunteer Fire Council, E. James Monihan: Provided updates on the following issues: Fire Act, grant writing assistance. The Executive Committee approved \$10,000,000 funding in Volunteer Fire Assistance program. Council supported 1720, children's sleepwear, fire-safe cigarette, FSLA, surplus equipment liability exemptions. VFIS is sponsoring videos; 1-800-FIRELINE is going nationwide.

State Fire Prevention Commission, Carleton E. Carey, Jr., reported they welcomed Dr. David Bailey as the EMS Medical Director; the BLS Ambulance Pilot Program went into effect on February 1; two attendants were de-certified because of not having a current AED card; approved pilot reviewer to be on flight for the Astra-Zenaca building, the expense of which is to be borne by the Review Program. Asked Deputy Attorney General to appeal the court decision of the Wilmington-5 Points boundary problems; continuing to work for funding for the EMT-B full course and the bridge course. In the Governor's recommended budget to the Commission, the \$60,500 that was requested has been approved.

### Communications

The following Communications were received and are summarized by the Secretary.

- Williams & Jensen Corporation with a \$250.00 donation to the Association on behalf of Senator William V. Roth, Jr. in lieu of a Congressional speaking honoraria. Funds deposited in the DVFA Scholarship fund. 12/13/99
- Minutes of the November Mutual Relief Association meeting. 12/26/1999
- Letter from Greg C. Sylvester, MD, Secretary of Delaware Health & Social Services thanking President Austin for providing him the opportunity of addressing the DVFA membership at the December Executive Committee meeting and providing follow-up information on the Hepatitis C information – 1/3/2000.
- Christiana Fire Company appointing Delegates & Alternates – 1/3/2000
- Clayton Fire Company appointing Delegates & Alternates – 1/5/2000
- Georgetown Fire Company Officers list – 1/10/2000
- Christiana Fire Company Officers list – 1/18/2000



- Thank-you note from Ken McMahon for fruit basket during his hospitalization – 1/20/2000
- Letter of thanks from Paul Miller, Executive Secretary, North Carolina Firemen's Association for the generous donation on supplies, equipment, and funds. 1/29/2000
- Goodwill Fire Company appointing Delegates & Alternates – 1/30/2000
- Seaford Fire Company Officers list – 1/30/2000
- Harrington Fire Company appointing Delegates and Alternates – 2/16/2000
- Farmington Fire Company appointing Delegates and Alternates – 2/16/2000
- Rehoboth Beach Volunteer Fire Company appointing Delegates and Alternates – 2/17/2000
- Letter of intent to not run for Secretary from James E. Turner, III – 2/16/2000
- Minutes Mutual Relief Association January 2000 meeting – 2/17/2000
- Letter from Senator Biden announcing that he has joined Senator Christopher Dodd, as a co-sponsor to Senate Bill 1941, the Firefighting Investment and Response Enhancement (FIRE) act – 2/18/2000
- Copy of Article for Delaware Fire Service News outlining activities association with the Blue Rocks Baseball game & pumper pull, 2/20/2000.
- Letter from Indian River Fire Company providing an address change and requesting a copy of the proposed By-Laws draft. – 2/24/2000
- Millsboro Fire Company Officers list – 1/30/2000
- Letter from Judy Hoglander, Publisher, Maryland Fire Dispatch requesting information, dated 2/7/2000,
- Thank-you note from Sara Malloy, PSP, LADVFA for the invitation to the Law & Legislative night – 2/28/2000

The following communications were distributed:

- Letter to Williams & Jensen Corporation, with a copy to Senator Roth acknowledging the donation for speaking fees. 12/18/99
- Letter to all Sussex Fire Chiefs, County Administrator Stickels, and DVFA Radio Committee Chair McCoy concerning the talkgroup allocation for Sussex County users. – 12/22/1999
- Memo with accompanying documentation to all Fire Company Presidents, Association Presidents & County Administrators outlining recommended practices for Hepatitis C and the submittal of Communicable Officer designate form to Officer of EMS. 1/13/2000
- November Officers meeting minutes – 1/14/2000
- December Executive Committee minutes – 1/16/2000
- Memo to all DVFA Past Presidents & Emeritus Officers informing them of a meeting of all of the above to discuss the proposed By-laws draft.

1/28/2000

- Memo to DVFA Officers concerning February Officers meeting. 2/16/2000
- February 2000 DVFA Officers meeting minutes – 3/2/2000
- Memo to all Association Presidents, Fire Company Presidents, State Fire Prevention Commission, Fire School, and Fire Marshal's Office concerning official address change, location to direct all accounts receivable and payable, and accompanying Delaware Fire Service information form. - 3/3/2000
- Memo to all Past Presidents & Emeritus Officers concerning death notice and funeral arrangements for Mrs. Elizabeth Bennett, wife of Past President Emeritus, C. Bryan Bennett. 3/3/2000.

James Turner made a motion, seconded by John Bare, to accept the communications. Motion carried.

Old Business - None

New Business

Bruce Ennis made a motion, which was seconded, to authorize the preparation, adoption and presentation of the resolutions congratulating Past President Knight, Jamie Turner, Earl Moser, Bethany Beach Fire Co., Brandywine Hundred Fire Co. for 75 years service and Cranston Heights Fire Co. for 80 years service. Motion carried.

Morris King made a motion, seconded by Kevin Wilson, to allow the Cruise Committee to use the name of the DVFA in preparing the cruise, with all expenses being borne by the participants, with the exception of postage, which will be paid by the Association. Motion carried.

Past President Mergenthaler made a motion, which was seconded, that the Association approve the hiring of James E. Turner, III as the Executive Secretary of the Association. Motion carried.

Payment of Bills

Treasurer Metheny read the following bills:

ALLEN PERRINE	FLOYD DAMAGE	285 MISC.EXP.	\$(1,400.00)
ROBERT HARVEY	FLOYD DAMAGE	285 MISC.EXP.	\$(1,400.00)
RONALD BAULDIN	FLOYD DAMAGE	285 MISC.EXP.	\$(1,400.00)
ROD O'CONNOR	FLOYD DAMAGE	285 MISC.EXP.	\$(1,400.00)
TERRY BOURDON	FLOYD DAMAGE	285 MISC.EXP.	\$(1,400.00)
M & M TROPHIES	POCKET INSERT	180 GIFTS	\$(9.85)
TILIO SUPPE	REIMB. VIDEOS	245 RET. & REC.	\$(89.00)
CHC LADIES AUX.	50 LUNCHES	150 MEETING EXP:	\$(300.00)
SHANE QUALITY PRESS	POST CARDS	140ADMIN	\$(28.00)
CTH, INC.	TROPHIES	220 FIRE PREV.	\$(1,650.00)
DELAWARE FIRE NEWS	DEC/JAN AD	165NEWSPAP	\$(1,200.00)
THE TROPHY SHOP	CERT. & FRAMES	240 HALL FAME	\$(70.00)
EDWARD F. LEWIS &	FLOWERS	130 FLOWERS	\$(122.50)
EDWARD KLIMA	TRAVEL EXP.	154 NFPA RACEWAY	\$(667.76)
ACTION QUICK PRINT	BUS. CARDS	140ADMIN	\$(133.90)

DTCC OWENS CAMPUS	J. CROSS	160 SCHOLARSHIP	\$(600.00)
BILL METTEN & ASSOC.	PR SERVICES	145PUB. REL	\$(3,172.75)
SHERATON HOTEL	LEG. NITE DEP.	211 LEG. NITE	\$(500.00)
VISA CARD	DINNER W/ LADIES	270 TRAVEL	\$(180.70)
AT & T	800 PHONE	245 RET. & REC.	\$(21.32)
EDW F. LEWIS & SONS	FLOWERS	130 FLOWERS	\$(40.00)
M & M TROPHIES	CHAPLAIN BADGES	180 GIFTS	\$(139.60)
ST. OF DELAWARE	FRANCHISE TAX	140ADMIN	\$(20.00)
NVFC	FIRELINE BROCHURES	245 RET. & REC.	\$(675.00)
WILMINGTON TRUST CO.	BONDS	220 FIRE PREV.	\$(1,237.50)
AT & T	800 PHONE	245 RET. & REC.	\$(22.05)
DALE CALLOWAY	FDIC REFRESH.	271 OUT ST COR	\$(150.00)
JACKIE GUZZO	POSTAGE	245 RET. & REC.	\$(38.25)
ROGERS SIGNS	INVITATIONS	211 LEG. NITE	\$(196.00)
DTCC OWENS CAMPUS	J. CROSS	160 Scholarship	\$(550.00)
C.R. O'NEAL	POSTAGE	211 LEG. NITE	\$(157.08)
MICHAEL VINCENT	MTG. EXP. REIMB.	157 NFPA EMS COM.	\$(496.87)
	MTG. EXP. REIMB.	156 NFPA EXEC. BD.	\$(561.70)
SPARKS PHOTOGRAPHY	PHOTOS	220 FIRE PREV.	\$(360.00)
DELAWARE STATE FAIR	BOOTH RENTAL	245 RET. & REC.	\$(450.00)
DELAWARE FIRE NEWS	FEB/MAR ISSUE	165NEWSPAP	\$(1,200.00)
JAMES E. TURNER, III	POSTAGE. MISC	140ADMIN	\$(288.83)
	CELLPHONE/PAGER.	115 EXECUTIVE SECT	\$(241.63)
NC RELIEF FD.	DONATIONS	285 MISC.EXP.	\$(6,500.00)
DVFA CONF. FD.	TRF. TO CONF. FD.	010 CONTRIBUTI	\$(3,000.00)
SHANE QUALITY PRESS	POST CARDS	140ADMIN	\$(26.00)
RUSH UNIFORM	DEAN/TITUS	340 CHAP. UNIFO	\$(711.10)
JANICE YERKES	SECRETARY	140ADMIN	\$(100.00)
JAMES E. TURNER, III	EXP. REIMB.	170 OFF.EXP.	\$(1,000.00)
STATE FIRE SCHOOL	PRINTING	140ADMIN	\$(538.71)
TOTAL 12/17/99 - 3/14/00			\$(34,446.10)

Ray Stevens made a motion, seconded by Kevin Wilson, to pay the bills of the Association. Motion carried.

### Good of the Association

Phil Young announced that a retirement dinner will be held for Jamie Turner on Sunday, March 26 at Clayton Fire Hall from 1:00-5:00 p.m.


### Adjournment

It was regularly moved by Kevin Wilson, seconded by John Bare, that the March, 2000 Executive Committee meeting be adjourned. Motion carried. The Benediction was offered by Carl Dean. The meeting was adjourned at 12:40 p.m.

Respectfully submitted,

Janice S. Yerkes  
Corresponding Secretary

I hereby attest that this is a true copy of the proceedings of the Delaware Volunteer Firemen's Association Executive Committee meeting held on March 12, 2000.

Attest:  James E. Turner, III, Executive Secretary