

# Great Lakes Division-IAFC

## Board of Directors Meeting

**Schaumburg, Il, January 31-February 1, 2013**

### **Meeting Facilities Courtesy Motorola U.S.A.**

1. Call to Order of the Great Lakes Division Board (GLD) of Directors meeting by President Peterson at 8:18 AM January 31, 2013, present were Baus, D. Peterson, Skeldon, Zikmund, Kluck, Sink, Holland, and one member, Esbensen, attended by teleconference, Schuldts was absent.
2. Approval of Minutes from previous meeting: Motion Kluck to accept and file, Second by D. Peterson, passed unanimously.
1. Holland, Secretary-Treasurer Report, 1) Checking account balance as of 1/31/2013 \$25,778.54. As of 12/31/12 investment holdings were valued at \$48,525.27. Investment activity remains with KeyStone Financial Group, Inc. 2) The following financial documents were presented; Profit & Loss Budget Overview (proposed) for 2013, Profit and Loss Report for 2012, Balance Sheet as of 12/31/12, Profit & Loss Budget vs. Actual January-December 2012, and Operating Expense Projected Report (Budget) for 2013. 3) Declining membership report (IAFC data) reflects current membership at 1,893 down 37 members, 2%, from 2012 same period. Division has 43 members currently in the grace period (Arrears). 4) Corporate insurance premiums have been paid and the policy was renewed with VCIS of Ohio. Insurance premium increased 7% to \$1,050. 5) Holland recommended that the per diem rate set by the board be a fluctuating rate and be based upon U.S. General Services Administration guidelines. Rates are listed on the Perdiem Rates Look-Up site [gsa.gov/portal/content/110007](http://gsa.gov/portal/content/110007) which adjusts per diem based upon the travel location. The structured rate provides for a continental breakfast, lunch, dinner, incidentals, and first and last day of travel. Motion by Kluck, Second by D. Peterson to use the U.S. General Services Administration guidelines for determining Perdiem for all future GLD board member travel, motion passed unanimously. 5) Holland provided a report on negotiations underway with Avon/ISI concerning a long term sponsorship agreement to offset expenses for the Annual Membership Meeting and Luncheon held in conjunction with Fire Rescue International.
2. Zikmund, International Director's Report, 1) IAFC held Strategic Direction meeting to review mission statement and establish policies. 2) Director Zikmund participated in the Wicked Problem area that included discussion of 'culture of the fire service', 'need for better data in the fire service and it's use'. 3) IAFC adopted a \$7.2 million 2013 operating budget and experienced a 9.6 % return on investments for 2012. Net assets for IAFC are valued at \$6.2 million. 4) The Staffing for Adequate Fire & Emergency Response (SAFER) Grants was passed and authorized with a five year sunset on the program. Even though the act was passed and authorized it is yet to be funded. 5) The National Fire Academy is to be funded with a \$2 million reduction from the previous year. 6) The IAFC site selection committee for future Fire Rescue International (FRI) conferences reviewed 20 potential sites by touring the convention center and meeting with

each respective Visitor's Bureau. The IAFC will release their decision for future sites in the near future. FRI will be held in Chicago, IL in 2013 and Dallas, TX in 2014. 7) The IAFC Board of Directors has adopted a Social Media Policy to go into effect immediately. 8) Overall IAFC membership is up slightly even though Great Lakes Division membership is down. 9) The IAFC ConneXtion Program that brings large city fire chiefs and industry suppliers/manufacturers together for information sharing will continue. The Executive Edge Program is to be discontinued. 10) The IAFC Board of Directors is working on the development of *satellite* use for various regional offerings such as training and conferences, and Fire Rescue International (FRI).

3. Peterson, President's Report, 1) Received thank you note from IAFC President Hank Clemmenson for GLD donation to the Near Miss Program and for division support of the program. 2) Peterson requested ideas from each state as to use of VIP cards within the states for discounts for GLD members for seminars and conferences working in concert with the GLD. Peterson reported that Michigan was considering a team approach with vendors for discounts on products and a portion of the sale amount would be returned to the GLD on a share back basis similar to that which is received from the Western Fire Chiefs Division for GPO and Bookstore sales. 3) The ETrumpet will be published prior to FRI in August 2013 and articles from each state are being requested. 4) The headquarters hotel for FRI and the GLD is the Sheraton Hotel and Towers, 301 E. North Water Street, Chicago, IL 60611 (877) 242-2558, and Peterson, Schuldt, and Holland toured the facility and have secured a room for the board of director's meeting, Wednesday August 14 and this room will double as the hospitality meeting room on the same date. There will only be one hospitality night. Fri conference dates August 13-17, 2013. 5) Zikmund requested that the division gift for President Clemmenson be discussed at board of director's meeting held in conjunction with CFSI.
4. Baus, Vice President's Report, 1) Baus reported that an agreement had been created for rooms at the Churchill Hotel, 1914 Connecticut Ave NW, Washington, DC 20009 (202) 797-2000, for the board of directors meeting (Tuesday May 7, 2013) held annually in conjunction with the CFSI conference (May 7-10, 2013). The agreement is in concert with the Wisconsin Fire Chiefs Association and saves approximately \$80/night per room.
5. D. Peterson, Michigan Director's Report, 1) Michigan Association of Fire Chiefs is in process of negotiating a new Executive Director's Agreement, with current Executive Director, due to a change in director's status with Lansing Safety Council. 2) Chief David Purchase, President Michigan Association of Fire Chiefs will be stepping down in the near future leaving the President's position vacant. A new president will be elected sometime in the near future. 3) A change in the firework's legislation will be forthcoming that allows local jurisdiction inspection of fireworks sales sites. The prohibition of local jurisdiction inspection had previously been included in the statute. 4) Enforcement of regulations for underground hazardous materials storage has been moved under the jurisdiction of the State Fire Marshal. 5) New discussions concerning funds distribution/split of revenue generated from fireworks sales permits have begun. No indication at this time as to how funds would be reallocated.
6. Indiana State Director's Report, Sink, 1) The new Indiana Health and Safety Director is John Hill a retired Indiana State Trooper. Mr. Hill has demonstrated support for the state's fire service through early comments about state legislation and concerns for public safety. 2) The State of

Indiana has begun developing a plan for a new state fire training academy. 3) The Indiana Department of Health attempt at taking over statewide EMS is being opposed by the state's fire service. 4) The language drafted by the State of Indiana regarding local government reform language has been called into question by local government. 5) Indiana statute regarding new fire chief education is being developed in conjunction with efforts by the Indiana State Fire Marshal's Office.

7. Skeldon, Ohio State Director's Report, 1) The Ohio Fire Chiefs Association Winter Symposium is scheduled for February 20-21, 2013 in Columbus, OH. 2) The annual Ohio Fire Chiefs Association Summer conference will be held July 20-23, 2013 in Sharonville, OH. 3) The State of Ohio is working to gain a definitive explanation regarding the impact of the Affordable Care Act.
8. Kluck, Wisconsin State Director's Report, 1) The Wisconsin fire service has developed an effective working relationship with the Wisconsin Governor's office and garnered support for the state fire service. 2) The Wisconsin State Fire Marshal's Office is to come under the responsibility of the state's fire service rather than the Wisconsin State Police. 3) Wisconsin NFIRS reporting has increased to 60% of all fire departments within the state since a change has resulted in the state providing the necessary reporting software. 4) A mentoring program has been implemented for new fire chiefs. Fire Chiefing 101 and 202 program has been implemented. 5) The Wisconsin State Fire Chiefs Association annual conference will be held June 20-22, 2013 at the Kalahari Dells, WI.
9. Esbensen, Minnesota State Director's Report, 1) Overall Minnesota fire conference attendance has increased and the program is profitable. 2) Minnesota fire chiefs are retiring in unprecedented numbers, reason not determined. 3) Minnesota Fire Chiefs Association annual conference will be held October 17-19, 2013 at the Mayo Civic Center in Rochester, MN. 4) Fireworks legislation is expansive and all inclusive with no local jurisdiction control.
10. Old Business, 1) Discussion regarding the Executive Director position took place with Motion by Kluck, Second by D. Peterson to table the subject indefinitely do to inability of division to financially afford the position. Motion passed unanimously. 2) Director Zikmund requested a time scale/responsibilities report for the Secretary-Treasurer position to be discussed at the board meeting in conjunction with CFSI May 2013. 3) Discussion concerning Secretary-Treasurer compensation took place with further discussion scheduled at the board meeting in conjunction with CFSI May 2013. Baus made Motion Second by D. Peterson to pay 20% incentive of gross amount for new donations secured with a December 31, 2013 sunset. Motion passed unanimously. Esbensen recommended some form of fail-safe to insure majority of donation is not paid to an individual, no action taken.
11. Teleconference (11:32 am-11:43 am) with Michael Coen, Manager WFCB Bookstore to discuss change in Bookstore payment policy. Mr. Coen explained the policy change and reasoning behind the change. There will no longer be any state share back, only divisional compensation. The WFCB Bookstore has budgeted \$7,000 for staff travel and attendance at each state annual conference.
12. President Clemmenson (11:59 am-12:11 pm) expressed a sincere thanks for divisional support for his administration.

13. Michael Falese, President Illinois Fire Chiefs Association, advised Illinois efforts regarding residential sprinklers in conjunction with Illinois State Fire Marshal's Office.
14. New Business, 1) Skeldon reported on coin/chip inventory with Motion by Kluck Second by Sink to purchase 500 GLD promotional chips. 2) Baus will be the new GLD President and Sink will be Vice President effective August 2013 FRI meeting in Chicago.
15. Chief Mark Puknaitis, Illinois Fire Chiefs Association Fire Chief Accreditation Program (IFCAP), presented the Illinois program highlights: a) IFCAP will assist local departments in any GLD state with the accreditation process, b) provide presentations to departments and individuals with items to be addressed/planned for, c) plan and administer mock assessments, d) provide clarification between CPSE and accredited agencies, e) create a network with other accreditation groups, f) operate through an MOU with CPSE, g) IFCAP is active at FRI and other fire service conferences, h) will provide states within the GLD accreditation support, i) offering the network to all GLD states.
16. Assistant Fire Chief Jeff Dill, Palantine Fire Department, made presentation for ceremony/presentation for IAFC President Hank Clemmenson at annual IAFC conference. Motion by Baus Second by Skeldon to donate \$100 for Presidential celebration at FRI, motion passed unanimously.
17. Meeting was adjourned by J. Peterson at 4:29 PM 2/31/2013.