

**EDIAFC Board Meeting
Sunday, November 21, 2004
IAFCHQ, Fairfax, VA**

Meeting called to order by President Bernie Cohan at 8:30 A.M.

Roll Call:

President Bernie Cohan	Present
1 st Vice President Michael Chiaramonte	Present
2 nd Vice President James Watson	Present
Secretary/Treasurer William Askenstedt	Present
International Director William Walton, Jr.	Absent
Past President James Seavey, Sr.	Absent
MD Director Jack Gouty	Present
NJ Director Ted Lowden	Present
NY Director Ken Pienkowski	Present
PA Director Robert Stahl	Present
DE Director Les Warrick	Absent

Guests: Chief Ken McMahon, Delaware, Chief Bill Betts, Delaware, Chief Bill Dukes, NJ, and Chief Tucker Dempsey, Delaware

Past Presidents:

IAFC Officers:

IAFC Staff: Christine Booth, Meeting Coordinator

Committee Chairs:

A Motion was made by Gouty and seconded by Watson, that the minutes of the October 24, 2004, EDIAFC Board of Directors Conference Call be approved as distributed. **Passed Unanimously.**

OFFICERS REPORTS

President Cohan

As your President, I continue to act as liaison of the EDIAFC at the following organization meetings: Bayshore Active Fire Chiefs, New Jersey State Fire Chiefs, New Jersey Career Fire Chiefs, New Jersey Volunteer Fire Chiefs, New Jersey Association of Fire Districts and many others.

I have been elected as the President of the New Jersey State Fire Chiefs Association for a two-year term. During my term, I will attempt to unite the many New Jersey Chiefs Associations into one unified voice.

October 9th: I presented the EDIAFC NJ runner up Valor Award in Wallington, NJ, October 13th to 17th, I attended the Wildland Fire Best Practices meeting and the IAFC Strategic Planning and Leadership Forum held in Denver Colorado.

October 20th, Secretary Askenstedt and I attended the Pennsylvania Career Fire Chiefs meeting in Bethlehem Pa. to try and gain more members from Pa. November 6th I received a copy of a

letter sent to the NVFC from the Volunteer Chief of the Edison, NJ FD involving a serious "Two Hatter" incident in that town in July of 2004. I spoke to the Chief and advised him we would discuss the incident at the next 5 State Chiefs meeting.

November 13th I presented the EDIAFC Md. runner up Valor Award at the Maryland State Fire Chiefs Association Annual Meeting in Hebron. I am pleased to report that we have a very good working relationship with the IAFC parent organization and the Five State Chiefs Associations in our Division and I hope to continue this endeavor during my term as your President.

1st Vice President Chiaramonte

Attended meetings in NY. Mike thanked those that attended the SPM in Denver. Red jackets went over well. Looking forward to working on the NFA project.

2nd Vice President Watson

Since of my last report given at FRI in New Orleans, I have continued to represent the eastern division at all my state and local fire meetings. I thank you for being so understanding during my recent difficulties with my house. If every thing stays on schedule, then we will be able to start moving back in the first week of December so we will be home for Christmas. I look forward to seeing everyone at the five state meeting and the EDIAFC in Fairfax.

Past President Seavey

No Report.

Treasurer Report

See reports distributed at the meeting:

Secretary's Report

Membership:

See reports distributed at the meeting.

Correspondence:

There is no formal correspondence to report at this time.

Update on FRI Denver Events

Chief Askenstedt reported that he and Josette toured several hotels in Denver. The best overall is the Adams Mark, which is being used by the DOD but has enough rooms to hold the Division as well. It is likely to be an expensive hotel but no contracts are announced as yet. The second choice is the Embassy Suites. It is a nice hotel and offers the advantage of providing breakfast and a happy hour. Both would cut our costs overall. The selection will be made in February or March. Bill asked for input.

The Board was leaning toward the Embassy Suites. The Secretary suggested making the decision after more info on pricing and hotel contracts was available. The issue will be discussed on future conference calls. Eastern should have its choice of hotels.

International Director William Walton

Much of Bill's report was omitted because it was covered in the IAFC Staff Briefings on Saturday.

Fire GPO Report - Jim Seavey:

This Report was presented on Saturday at the 5 State Meeting. Bill Askenstedt stated that he had spent considerable time with Caryn on GPO matters. It is important that we get input from the states on vendors that the states would like to see us get contracts with.

Bill proposed having Caryn at the EDIAFC Conference to do an E University program on how to use the GPO and the on line training. He felt the Board needs to be educated in how it works in order to answer member questions. Jim Watson suggested that he would like to host a similar program at the Delaware Fire School. Bill said we need to get good attendance to make it worth while.

Ken Pienkowski suggested opening it up to all attendees of the Five States. He suggested as a possible open program for Friday afternoon at the conference. Bob Stahl will check into possible time slots in the conference.

Mike Chiaramonte suggested that there may not be enough attendance in King of Prussia and that the attendees may not be the purchasing audience she needs. Bill Askenstedt explained that she is interested in educating the Board and Five State Leadership. Ken stated we might be able to attract more Chiefs if we advertise it. Bill said his point in having her was to train our Board who is promoting it.

Ted Lowden and others said that there was difficulty in using the GPO. He suggested maybe doing a special program just for the GPO. Bill Askenstedt there was a program online right now that you can learn the operation of the GPO.

It was decided to look into holding the GPO program in conjunction with the Five State Meeting in February. Bill Dukes offered his station to host the program. Ken suggested opening it up for others to attend and promoting through the states. Bill Askenstedt will check on the feasibility with Caryn

Bob Stahl said the biggest issue was that there was not much fire equipment available on contract right now. It is great for EMS but poor for fire. Bill said that was the next target of the GPO and that is why he needed input on what vendors the states were interested in.

There was discussion of the potential income from on line training which would be used and beneficial to everyone. There is also income potential from these seminars for the Division and the State. Bill said that the intent of the GPO was not to compete with states but partner with them.

Delaware Director Les Warrick

No report.

Maryland Director - Jack Gouty

June 2004 through November 2004

Attended the following meetings and conferences: 77th Annual Conference of the EDIAFC held in Evesham, NJ, in August 2004; Maryland State Firemen's Association Convention, Ocean City, Maryland, June 2004; MSFA Executive Committee meetings throughout the year; Anne Arundel County Volunteer Fire Fighters Association Convention, September 4; EDIAFC Board of Directors meetings and 5 State Chiefs meetings; EDIAFC strategic planning meetings; MFCA spring and fall meetings and MFCA regional board meetings.

Represented the EDIAFC during a local community appreciation day; took part in monthly EDIAFC BOD teleconferences as required; attended various banquets and installations; took an active part in various County and State Association related committees.

Once again represented the State Chiefs Association and the EDIAFC during the annual National Fallen Fire Fighters Memorial activities 1 through 3 October 2004.

I represented the Division as a fire grant reviewer at Emmitsburg, Maryland 25 through 30 April 2004.

New Jersey Director Ted Lowden

No report.

New York Director Ken Pienkowski

New York State Directors Report - November 20, 2004

As we all know since the Eastern Division Conference in June, there has been a lot of positive movement within the EDIAFC. Most, if not all of this is because of the dedication of our Secretary, Bill Askenstedt. I would like to thank Secretary Askenstedt for all of his hard work and most importantly for making all of us look good.

The EDIAFC Daily Dispatch in New York State is receiving many positive comments. Unfortunately there are still people that are not receiving the Daily Dispatch and I am always talking about it and encouraging people to forward me their e-mail address so that I can send it on to Bill. In part, there are two key players that have assisted Secretary Bill in keeping the New York version of the Daily Dispatch updated with current news. They are Mary Hanlon of the NYSAFC Staff and Henry Campbell of the NYSAFC Public Relations Committee. Thank you Mary and Henry for all your hard work.

Since being appointed to the IAFC Constitution and By-Laws Committee by President Mitchell, it has been a learning experience and a very interesting committee to say the least. I would like to thank Ken Anderson for his guidance and his expertise. Ken is always willing to answer questions, and if there are questions, I will not hesitate to contact Ken. From sitting through my first committee meeting in New Orleans, it is very obvious that Ken Anderson is a great asset to that committee.

I am involved in the on going process of recruiting new members and trying to make contact with members who have not paid their dues. Unfortunately the problem exists I think, that I never know if they paid their dues or not.

I also constantly promote the Fire/Rescue GPO in hopes that people are taking advantage of this great money saving opportunity for their organization.

Pennsylvania Director - Robert Stahl

No report.

COMMITTEE REPORTS

Conference Committee

Bill Askenstedt reported that he had spoken with Bill Jenaway and that progress was being made. The hotels were selected and contracts were being drawn up. Several vendors have been lined up so far. Some of the speakers have been set but they are not all final. The conference brochure should be ready for Board approval on the next conference call. Bob Stahl will continue to look for a time slot for the GPO at the conference.

Mike Chiaramonte asked if Caryn could do a train the trainer so we could repeat the program ourselves. Bill Askenstedt said that the program was like a power point program, which any educator can do. He said that was his whole purpose in having her do the program for the board. Bill Suggested he would try to work the program in for February and perhaps one of the board can do the program at the conference.

Ted Lowden stated that the term "E University" implied that there was a cost. Bill Askenstedt said it was free but that it could be interpreted as a fee based program. Ted said we need to get that point out. There was general consensus that the on line programs were geared more toward computer people than firefighters and there was a need to make things as simple as possible.

The brochure for the conference should be ready in early December.

Memorial Service Committee - Les Warrick

Constitution and By-laws - Ken Anderson

Bill Askenstedt read a brief report from Ken which basically said there was very little for the committee to do since we last met.

Bill said the most important item in the report is that Ken Anderson will be resigning from the IAFC C&B Committee at the end of his term, which ends September 30, 2005. Bill said Ken has been the strength of the committee for many years and as represented us extremely well. We need to work on finding a strong replacement. Ken Pienkowski is currently representing us with Ken Anderson as an At Large Member. Mike Chiaramonte will ultimately make the appointment of Ken's replacement.

There was consensus that the Board would like to talk Ken into staying. It was suggested that Ken might be resigning because of the expense involved. Bill Askenstedt reminded the Board that we pay his expenses to attend with the exception of conference registration. Currently the Board does not pay for anyone's registration including the Board. It is also not required for Ken to register for the conference to attend the committee meeting.

Bill Askenstedt told the Board that many committees have changed to sections because committee typically do not have funding but sections can have there own budgets to fund people. It was agreed that the President and Secretary would discuss with Ken if he would stay if the Division were to cover his registration as well as his travel. Ken currently gets the same expenses and per diem as Board members attending FRI. There are no expenses incurred as an EDIAFC committee member.

Elections - Larry Vaughan:

Bill reminded the Board that candidates for election for the three Presidents slots must submit their written intention to run for office in accordance with the By-Laws. He said Bill Walton's

term as Director is also up and he has indicated verbally that he intends to run for a second term. He too must submit a letter.

Bob Stahl pointed out that other candidates could submit for any of the offices as well.

Valor Report - Les Warrick

No Report.

Ted Lowden questioned if it was appropriate to continue the Valor Award. He stated it was difficult to get candidates submitted by the states for the award and that we were typically begging people to submit names. He suggested as an alternative that we might wish to change to giving a Fire Chief of the Year Award instead.

It was pointed out that many of the applications do not even come from the Chiefs Associations. Ted Lowden said we should offer a reward for people or groups who do things more along the lines of our objectives. He said we could always recognize anyone for a special act regardless.

There was consensus that there was difficulty in getting nominations and that there was not a lot of enthusiasm for the award. Bob Stahl pointed out that often we award people for dangerous acts. Mike Chiaramonte said that rewarding inappropriate acts undermines the concept of "everyone comes home".

Numerous suggestions for Fire Chief Awards, Department Awards, or a simple Fire Service Excellence Award were made. There was also a great deal of discussion on the criteria for the potential types of awards.

It was decided that Mike Chiaramonte would investigate a new format for the award. He would use the Fire Chief Magazine model. He elaborated on the Fire Chief process. He also suggested that we review where we solicit applications, possible including state and even counties. There must be a parameter and a clear cut criteria.

Bill Askenstedt recommended also looking at the Mason Langford Award Criteria for Fire Service Excellence and he will get information from CFSI to Mike. **(This is done)**

Ted Lowden suggested an award for the best state association based on what the state did to promote the goals of the EDIAFC and the 5 state association.

Consensus was the Valor Award should be done away with and that the format should change.

Mike Chiaramonte asked if we would be in conflict with Fire Chief Magazine. Consensus was that we would not be in conflict but rather enhancing what they do.

Bill Askenstedt pointed out that we have three sponsors for the award currently and that he did not wish to jeopardize those sponsors. He suggested that we maintain the Valor Award for the current year until a replacement could be worked out. He pointed out that we should not risk losing the sponsors because it could be difficult to get them back.

There was a consensus that the Valor Award would continue for the current year while an alternative was decided.

There was discussion that there needs to be a review of the Valor Award to make sure that we are recognizing Valor rather than inappropriate actions that conflict with our concept of promoting firefighter safety. Discussion continued for some time on various approaches.

It was decided that this topic would remain on the Old Business Agenda so that it does not get lost.

Mike Chiaramonte was appointed to research the new format for the award. Once adopted we will reach out to our vendors to continue their support

Codes Committee - Bob Stahl

Bob Stahl reported that the ICC did send out the most recent changes. They are on the ICC web site. The NFPA is changing their format for code changes. They are eliminating their fall conference and will have only one vote per year. Details are on their web site.

Mike Chiaramonte reported the new EMS guideline from NFPA is out. It is a guideline and not a standard.

VCOS - Steve Miller

Bill Askenstedt stated that Steve Miller would be unable to attend the meeting. He has not submitted a report but did forward a copy of the VCOS Newsletter, which has an excellent article on the two-hatter issue and a report on the VCOS symposium. Bill reported that he had previously forwarded the newsletter to the Board. A paper copy was also distributed by IAFC staff at the Five State Meeting.

Mike Chiaramonte pointed out the newsletters can always be downloaded off the VCOS web site.

Ken Pienkowski said he had heard bad reviews of some of the Symposium technical sessions

Communications Committee - Mike Granados

No report. Bill Askenstedt said the best info is coming from IAFC Member Alerts and Mike Walkers emails. He said the important info is on our web site.

OLD BUSINESS

President Cohan expressed his feeling that the Board needs to cut meal expenses. He said he felt too many guests were included in meals and that the Division should not pay for any alcohol. He said the costs were far exceeding the approved \$25.00 per Diem. He said he was okay with spouses of Board members being included.

Ken Pienkowski pointed out that the guests were people who came to the 5 State Meeting at our invitation, many at their own expense. Ken also pointed out that the Division sponsored a very expensive hospitality room at FRI and if we were not going to cover alcohol, then we should stop the hospitality room as well.

Ted Lowden said that people attending the meetings make considerable sacrifice of time to attend which has a value. He also said that there was a lot of positive interaction that occurs over dinners and social gatherings. He said while he applauded the President's fiscal conservatism, he believed that the meals and alcohol were part of the price of doing business and should be continued. There was a very strong consensus that the expenses for the group dinners with alcohol were appropriate expenditures.

Ted Lowden said he felt we were making money by building relations that revolved around the trust and friendship grown through the group dinners. He pointed out that the people who were included in the group dinner had stepped up with financial and personal support to the Division.

Board and 5 State Meeting Expenses: The Secretary asked the Board to approve per diem as follows; airfare or mileage equal to normal airfare, air transfers, normal daily per diem up to 3 days and 3 nights hotel. **There was a motion by Watson and second by Gouty to approve the expenses as recommended.**

Bill Askenstedt he did not want himself or the President put on the spot by Board Members questioning what was paid for one individual versus the other. As long as the Board has made it clear what was acceptable. Bill also said that he felt better that the position was clarified so that the entire board understood and that it was not a individual decision being made on a case by case basis.

There was discussion of the hospitality rooms at EDIAFC and IAFC conferences. The consensus was that the rooms were a valuable networking tool and should be continued. Ted Lowden pointed out the need for us to interact with new people who visit the room rather than simply stay in our own groups. We must make new members feel welcome and a part of the group.

Ken Pienkowski pointed out that at last year's EDIAFC conference, the state associations stepped up to sponsor events to help with the costs of the conference. He said we should continue to solicit help from the states each year. He suggested reasonable amounts of about \$250.00 per state association. He felt the states would be receptive to that amount of support. He also suggested asking the states for help with the hospitality room at FRI.

Chief Killen Retirement:

Bill Askenstedt said that Chief Killen was on the agenda because there was a question as to whether he would be eligible to ascend to the position of IAFC President because he was not currently an active five bugle Chief.

Several Board Members suggested that he had found a Chief's position in Maryland but none knew where the position might be.

Banner and Logo:

The new Division logo was presented to President Cohan at the 5 State Meeting on Saturday. Chief Watson requested clarification of the exact design for the new banner. He said Mike Rush's company in Delaware was preparing it. Bill Askenstedt provided the clarifications and Chief Watson will follow up with Mike Rush. It should be done soon.

NEW BUSINESS

Daily Dispatch Status: Reported on at the Five State meeting.

Motion by Watson seconded by Pienkowski to approve James Seavey's air fare and per diem expenses to the Fire GPO in Phoenix. Approved.

Mike Chiaramonte reported that he had been given a list of five items by Chief Seavey, which Chief Seavey wanted to present to the Board. The items were as follows;

1) Chief Seavey suggested the Board should approve a gift for Alan Caldwell for his retirement.

There was a motion by Lowden, second by Stahl to purchase a gift for Alan Caldwell in the form of a gift certificate for dinner or a contribution of \$250.00 toward a larger gift from the IAFC.

The motion was amended by Chief Stahl and Lowden to have the Secretary check into whether the IAFC may be planning a larger gift to which the Divisions might be asked to help with. If that were to be occurring than we would contribute \$250.00 to a group presentation. If not, the gift certificate would be purchased from the Division.

The Motion was approved as amended. (The secretary wrote to Garry Briese regarding this but has not yet had a reply)

2) Chief Seavey recommended the Board send a strong letter to the IAFC Board expressing our displeasure with the scheduling of the Division Breakfasts at FRI in Denver.

There was a strong consensus that this was not appropriate.

Ken Pienkowski confirmed through the Secretary that we have lost considerable money on breakfasts because of poor attendance in New Orleans at the Division Breakfast. Ken said conference attendees did not want to spend a lot of time at breakfasts because they had other things to do. He suggested an evening function instead of a breakfast.

Chief Askenstedt reminded the Board that the breakfast is a traditional forum for IAFC Officers and candidates for IAFC offices to address the Division and that forum should not be lost. He suggested as an alternative, that the Division consider doing a lunch like the Missouri Valley Division. The pros for doing that are that it could be in the Convention Center so attendees can break from the exhibits to attend and go back on the floor at the conclusion. Since Missouri Valley already does a lunch which Officers and candidates attend, it should be easy to get them into both lunches. Bill felt it would increase attendance greatly.

Bill asked that the Board allow him to get more information before they made a decision. He said that information was later than normal because Denver is a new city and the contracts are all not yet in place. There was no pressing need to decide at this point.

There was some discussion as to the time allotment for the lunch and if an hour was enough. Various Board members discussed possible formats that would save time. Ted Lowden asked if it was really necessary to do all of the things we traditionally do at the breakfast. He questioned if it was necessary for the whole Board to speak and if it was necessary to do all the introductions of the guests in attendance.

Bob Stahl suggested only introducing people who had done something exceptional.

Mike Chiaramonte suggested cutting all of the frills and focusing on a few essential issues.

The Board agreed to allow the Secretary to investigate the potential to do a luncheon and not to send a letter to the IAFC.

3) Chief Seavey recommended that Division send a letter to Dennis O'Neil at the NFA about the lack of direction of the NFA regarding the courses of current interest. There was a unanimous consensus not to consider doing so.

4) Chief Seavey suggested that the Division copy the IAFF and try to identify IAFC members who are also elected government officials. Several Board Members questioned why that should be done. There was no one who could identify a reason for doing it. The Board opted not to pursue this matter.

5) Chief Seavey suggested that the Division communicate with the New England Division that they should capitalize on the fact that Governor Rell's husband is a volunteer in the Brookfield VFD. Chief Askenstedt questioned whether we should be telling other Divisions how to do their business. The Board unanimously agreed not to act on this request.

President Cohan adjourned the meeting and thanked everyone for attending.

The Meeting was adjourned.