



**DVFA EXECUTIVE MEETING**  
**Delaware State Fire School**  
**June 9, 2019**

Call to order at 10:00 A.M. by President Bill Betts

Invocation offered by DVFA Chaplain Bob Hudson

Pledge of Allegiance led by LADVFA President Penny Gentry

Roll Call of Officers by Secretary Elmer Steele

- [X] Bill Betts, 49, President
- [X] Jay Jones, 75, 1<sup>st</sup> Vice President
- [X] Dan Carrier, 19, 2<sup>nd</sup> Vice President
- [X] Elmer Steele 81, Corporate Secretary
- [X] Terry Whitham, 46, Treasurer
- [X] Ray Stevens, 88, Assistant Treasurer
- [X] Ted Walius 75, Past President – Director
- [X] Ken Ryder, 48, Kent County Director
- [ ] Michael Brittingham, 41, Kent County Director
- [X] Ron O’Neal, 83, Sussex County Director
- [ ] Hunter Holland, 76, Sussex County Director
- [X] Tom DiCristofaro, 13, New Castle County Director
- [X] Mark Gott, 20, New Castle County Director

**DVFA Staff**

- [X] Warren Jones, 16/86 Executive Manager

**Report of Officers**

**President Betts: (copied and pasted from written report)**

With the support of a fine group of Officers, I have been enjoying a year that seems to be on a very fast track, although being very rewarding.

Jay and Dan have stepped in for me whenever they were needed, and Jay has been a big help at Legislative Hall assisting Warren. They have doggedly contacted the 15 new Legislators and have spent many hours tracking both the good and the bad legislation. We have also completed a guide for the DVFA Directors to follow and assist the table officers with their many obligations. Terry and Ray continue their efforts on making the Treasury Reports transparent, and easy to understand through a new tracking system they implemented. Budgets have

been completed for the Conference that Ray is handling, and the general operating expenses led by Terry. Finally, Elmer continues to perform quietly and efficiently as Secretary and the go-to guy for the Conference.

This quarter contained some large events and started out with the FDIC Conference in Indianapolis, IN. The attendance at the event is now over 35,000 people and I had the pleasure of meeting and discussing Fire Service issues with some of the top personnel in the United States. Provident invited our delegation out to dinner on Wednesday night, and we also attended their open house on Friday night.

I attended the CFSI Dinner in Washington, DC, and had the privilege of sitting at the head table. I also paid for my wife to attend, and she was available to take pictures of me presenting the Delaware check for \$49,800.00 to Bill Webb. 166 members of the Delaware Fire Service and Ladies Auxiliaries attended the dinner, with a lot of coaxing from Bill Tobin and Ron Marvel. I also received a check of \$6,000.00 from Provident for our partners in progress, and another \$1,000.00 from them to the Foundation for scholarships.

I attended the Eastern Division Conference in Hightstown, NJ on May 10<sup>th</sup> and 11<sup>th</sup> with my wife, and there were some great speakers there on building construction and leadership. The conference showcased speakers from the New Jersey Fire Service. I attended on my own finances, and there was a good showing from Delaware including Bill and Carol Walton, Jon and Peggy Townley, Terry and Joie Jester, Les and Sandy Warrick, and Jim and Debbie Watson.

The majority of the Executive Committee met on a Conference Call to discuss the priorities of the DVFA for the extra monies projected by the Delaware DEFAC Committee. Warren sent these requests to Finance Director Mike Jackson on May 8<sup>th</sup>. The Conference Call worked well, and I think that we need to have them more frequently for better communications within the Executive Committee.

On May 21<sup>st</sup> & 22<sup>nd</sup>, I attended the National Benefits Summit in Minneapolis, MN. Each state was available to make a short presentation, and I did one on the Delaware Fire Service. I believe that there were 18 states represented. It was very informative with a lot of discussion on Cancer Presumption, Recruitment and Retention, and Pension plans. I took four pages of notes, but I have not had a chance to formally update them. I decided to go on my Presidential stipend to check this out. They have been meeting since 1999, and Harrison Breuer of FASNY got my name from a list at the New York Fire Chief's Conference in Turning Stone when I was going through the Eastern Fire Chiefs. I also saw Jerry DeLuca of New York and spent a lot of time discussing the Fire Service together. Jerry worked for the New York State Chief's as Executive Director and he is currently working for FASNY. Bob Timko and Danielle Weber from Provident were also there. I will get my report posted on the website in the near future.

Please be prepared to step up and help us out with any legislation that needs to be pushed through for the benefit of the Delaware Fire Service during the rest of the June session.

Finally, once again, I would like to thank all the invitations to my wife and me to all the banquets since the first of December. I am sorry to have missed some due to more than one invitation on the same night but filled in with some of the other officers. I have especially enjoyed the companies that I had not had the chance to visit before this year. Every event was special, and we were treated like royalty.

**First Vice President Jones: (copied and pasted from written report)**

For the 3<sup>rd</sup> quarter of 2019, I have been quite busy attending 42 events, over 123 hours of service and traveling 5,872 miles.

I had the opportunity to attend the FDIC Conference in Indianapolis, Indiana and CFSI Conference in Washington, DC. Both events had wonderful seminars and classes that I was able to attend.

The bulk of my time and travel this quarter has been to Legislative Hall in Dover. I have been working on trying to secure funding and find additional funding for the fire service. I have also been working with the legislature on bills such as Cancer Presumption Legislation, which will be covering not only Cancer, but PTSD and cardiac issues as well. We also look forward to a resolution being put forth by the House of Representatives and the Senate for a Task Force for recruitment and retention of the volunteer fire service.

I've also been in close contact with the State EMS Association in their endeavors to lobby for the current optional drug list for BLS ambulances to be moved to a mandatory list. Which would ensure a standardize care statewide to the citizens of our state. A lot of work has been put into this. Especially with the information of how Safe Harbor affects us.

I'm still working with the State of Maryland Fire Service. It looks like there has been great progress for them joining the BLS states compact in 2020, and to my understanding the state of Pennsylvania as well.

I've lined up wonderful seminars for this year's conference in September. Along with our normal Pension and Financial Seminars. We are adding topics with a panel discussion on combination fire departments. A seminar on equality versus equity and PTSD. Along with hearing from our State Auditor. I'm still working to line up seminars for Cancer in the fire service and an Active Shooter class. I look forward to a wonderful conference this year.

Lastly, the 2020 Officers and I will be assigning committees in August. I encourage everyone to sign up to work on a committee this year. We, as a whole, make up this great association. We are only as strong as our working members. I need your help and input to make this association stronger and take us to a new level. When it comes down to where the rubber meets the road, we are neighbors helping neighbors, just ordinary people doing extraordinary things to meet our community's needs.

Thank you for giving me this opportunity to serve you.

**Second Vice President Carrier: (copied and pasted from written report)**

I attended 29 events traveled 3013 miles 175 hours in service

I attended county meeting up and down the state my own fire company meetings and events.

Attended FDIC did a lot of networking and attended a recruitment and retention class and met with provident insurance in VFIS .

Attended CFSI dinner

Attended DVFA conference meeting

Attended DVFA budget meeting

Attended DVFA officers meeting

1 VP Jones and myself are putting A committee together for the hundredth anniversary.

Thank you to Jay Jones for all the time he is putting in at legislative hall

If I can do anything for you please let me know.

**Secretary Steele:**

- Attended FDIC on my own "dime" this year. No expense to the DVFA
- Attended CFSI. Dinner ticket was paid for by the DVFA. Thank you for that opportunity to attend
- Having some medical issues, so I will be limited as to what I am able to do for the next few months

**Treasurer Whitham: (copied and pasted from written report)**

TO: Officers, Delegates, Alternates, LADVFA, Members and Guests

As of the end of May we record the following balances:

Operations Account- **\$ 96,195.07**

Conference Account- **\$ 4,914.01**

Conference Money Market- **\$ 53,988.33**

Crawford Financial Account- **\$ 227,671.00**

Money Market- **\$ 62,980.92**

Attached is a budget vs. actual expenses to give you an insight on where we stand financially through the end of May.

Also enclosed is an Investment Schedule for our Crawford Financial portfolio. We have gained an additional \$ 3,161.72 since last meeting.

The Budget & Finance committee met on Tuesday, May 21<sup>st</sup> to prepare the FY19-20 DVFA Operational Budget. Before you today is the proposed budget for adoption.

Once the budget is adopted, the Quick Books program will be set up as two different companies. DVFA Operations and the Conference. This will make it a lot easier when generating reports and for accounting.

I met with Scott Crawford on May 23<sup>rd</sup>. We now have access to monitor our account.

Ray and I have been looking into some type of device/service so Warren can take credit card payments from the vendors for the conference. Right now we have narrowed it down to either Eventbrite or PayPal.

As always, any questions please feel free to contact either Ray or myself.

*Motion by Stephen "Redman" Maichle and second by Jasper Lakey to except the Officer reports as presented and spread them upon the minutes. Motion carried*

**Executive Manager Jones: (copied and pasted from written report)**

**Legislative Items:** There are 10 legislative days left.

**HB117:** This is the house bill I send out and made some additional copies which I put out this morning. We have been asked to present an opinion on this legislation. The sponsors are Rep. Kowalko and Senator Ennis. It has to do with prohibiting harmful flame retardants in children's products, upholstered furniture and mattresses that have been known to cause cancer. For years the fire service has advocated flame retardants in these kind of products. However, I do not see how we can be against a bill that protects children from cancer.

**SB126:** This is our presumption legislation. It was filed May 31<sup>st</sup> and is assigned to the financial committee in the Senate. It is listed on their committee list. We are hoping it is on their agenda on June 12.

**Recruitment and Retention Task Force Resolution:** It is scheduled to be voted on in the house this Wednesday, June 12 at 2:00 pm. We are asking for anyone who is available to come to legislative hall for the vote on this resolution. It would be nice to have a good showing. During the Governor's Inaugural speech he said we can't kick this can down the road anymore. He was talking about budget deficits. Well this is another can that can't be kicked down that road also. Anyone who is planning to come on Wednesday, let me know I'll try to arrange seating in the chamber. Also, plan to be there a while. We are trying to get it voted on in both chambers. If you want to and have a uniform, wear it. If not, wear your pocket badge on you suit coat something that identifies you as fire service.

**SB39:** Is a 15 page bill that was in my mailbox in Leg Hall on Tuesday. The act permits a court before imposing a fine.....to consider the defendant's ability to pay and it gives the court the discretion to waive the fines. We

were concerned about how this would affect our fine money. So, Jay and I worked this bill last week. Collectively and separately we spoke to the Prime Sponsors Senator Brown and Senator Townsend. We also talked to Senator Ennis about the bill and he was going to get his attorney to look into it. Some people are telling us it is dead or arrival, meaning it won't pass. Some are telling us it won't affect us. We will work it this week and if we need phone calls made we will send out an email.

**Safe Harbor:** As reported before we are still working on the Safe Harbor Issue. So far all Hospitals with the exception of Christiana and Beebe have responded back. Most are in agreement with one on one exchanges. There is some differences. Once we here from all the hospitals we will put together a list and send it out.

**Other items:** Jay and I met with the Secretary of Human Services, the Director of the State Benefits Office and Deb Lawhead as well as the President of the Funeral Directors Association and the Past President. The meeting was about some questions that have risen over reasonable funeral charges for volunteer company members. There was a healthy discussion on the issue and it was decided we would put our thoughts together and meet again in July.

I met with the chair of the Bond Bill Committee and have communicated to the Budget Director on our request for additional money. While neither would confirm anything, both were optimistic about our request. We will be attending the Bond Bill Committee Meetings on June 19 and 20.

As we find more about all the things we have reported on we will keep you informed. I'd like to take the opportunity to wish us all a great June 30<sup>th</sup> and a Happy 4<sup>th</sup> of July.

If you're traveling to see the fireworks in Rehoboth they will be on July 3<sup>rd</sup>.

## Committee Reports

### State Fire Prevention Commission – Dave Roberts

- Introduced the commissioners in attendance today
- Still need Officers reports from a few companies
- 419 over dose deaths which is a 21% increase
- Next meeting is 6/18

### Advisory to State Fire Marshal – Grover Ingle (copied and pasted from written report)

- Fire Fatalities – Currently, there are eight (8) fire fatalities for 2019. Of those eight (8) fire fatalities three (3) had working smoke alarms and five (5) did not have working smoke alarms. Two (2) with the working smoke alarms had other circumstances that prevented the victim from getting out of the structure and one (1) the victim was out of the structure however went back in for her pet. All of these incidents still remain under investigation, four (4) are accidental, three (3) are criminal and one is undetermined currently. Three (3) occurred in New Castle County, one (1) in Kent County and Four (4) in Sussex County.
- Deputy Fire Marshal III – John Galaska and K9 Tanya will be attending recertification training from July 8 -12, 2019 in Maine.
- Sussex County Investigation Staffing – We are down two personnel on the Investigative side in Sussex. Deputies from Kent and New Castle have been assigned to assist with the shortage of staff when needed.
- Office Manager – Christine Galaska has been promoted to the Office Manager position in Kent County effective April 1, 2019.

- Administrative Specialist I – Lora Crowley has been hired for the Administrative Specialist I position in Kent County. Lora began employment with the Office of the State Fire Marshal on May 28, 2019.
- Division of Forensic Science – The Division of Forensic Science has begun testing fire debris for our office. They received accreditation for this service and have two certified Laboratory Technicians to perform the testing.
- Sprinkler Save – Rehoboth Beach (NFSA Weekly Highlights Attached) Rehoboth Beach Fire Company responded to a townhouse fire in the 300 block of Peeble Way on May 25, 2019 around 3:00 PM. On arrival they found a fire in the dryer unit that had vented outside of the dryer which was contained by a sprinkler head. Minimal damage and the residents were able to reoccupy the townhouse. Good job by the DE sprinkler coalition.
- DFIRS Reports - We continue to work with each Company on their submittals and cleaning up the data.  
Respectfully submitted,

**Advisory to DSFS – Robert P. Newnam (copied and pasted from written report)**

- Annual Planning and Evaluation Staff Meeting – June 19<sup>th</sup> – 21<sup>st</sup>
  - To review the operation of the school
  - Reviewing course offerings – existing and new proposals
- Status of Budget – as reported in March
  - EMT Training Funds – increased by 50K to 145K
  - Equipment Funding – restore funding – increased 25K to 35K
  - Capital (Bond Bill) – rescue tool funding – 19 Companies & DSFS
- DSFS Building upgrades/projects
  - HVAC-Office remodeling project at the Dover Center – completed
  - Roof replacement project – Dover Division
  - Rest Room – final plan submittal, scheduled for Bid in July
- Delaware Weekend National Fire Academy – August 23-15<sup>th</sup>
- Fire Service Financial Overview - *To provide Officers an understanding of their roles, responsibilities and ensure that proper procedures are established for accurate financial management.*
  - New Castle Division – May 8<sup>th</sup> – 61 attendees – 19 companies
  - Sussex Division – May 15<sup>th</sup> – 33 students – 11 companies
  - Kent Division – May 22<sup>nd</sup> – 44 students – 12 companies
- DSFS AFG grant
  - PPE and SCBA Face Masks for Instructors and Aides
  - Fire Extinguisher Simulators (3)
  - Rescue equipment – cutter, spreader, rescue struts
  - Computers for training – Manikins and Training Meter Simulator kit
  - Waiting on FY18 aware notice – *Gear Washers, Haz. Mat Props, Pumper Simulator, Incident Simulator Computer program*
- Junior Fire Camp – June 25-27<sup>th</sup>, 14 students
- Camp Fury Delaware – Aug. 9 -11<sup>th</sup>, 13-17 year olds – Girls only
- Open Senior Instructor position – applications period closed – interviews

**Constitution & By-Laws – Joe Zeroles**

Will bring up under proper order of business, the change to Article II, Section 2 (C) Duties of the Officers  
See New Business for complete change

**DVFA Conference– Joe Zeroles**

- Committees are working
- Met with Dover Downs staff on Tuesday to review, menus, diagrams, beverage (BEO’s)
- Agenda and registration forms are on the web site with a cut-off date of 8/8/2019
- Need to sell ads for the book

**DVFA Pension Advisory – Ray Stevens (copied from written report)**

ANNUAL PENSION STATEMENTS:

HAVE NOT BEEN MAILED YET. Usually mailed in April, however due to a glitch with one of the County Municipal Plans, could not send them both to the vendor for mailing. They anticipate the issue to be resolved next week and the Statements will be mailed.

I WILL NOTIFY WARREN OF THE MAILING DATE SO HE CAN PUT IT OUT TO EVERYONE.

**TUESDAY, SEPT, 10<sup>TH</sup> (9-11 AM AT CONFERENCE):**

ANNUAL PENSION SEMINAR:

Dave Craik, Pension Administrator for State of Delaware will be joining us to DISCUSS OUR PENSION PLAN AND A POSSIBLE CHANGE FOR US TO CONSIDER GOING FORWARD.

ISSUES TO BE DISCUSSED ARE:

- YES, we can infuse \$1M into our present plan, Yes, however it would only raise our funding level from 58% to approx. 63%.
- THE DVFA/LADVFA LOSAP is currently underfunded by \$14.5 million \$

REFERENCE = CURRENT PLAN:

This represents a "Rolling 15 Year Plan". This is how it was established back in 1986. Every year the unfunded liability is amortized over a 15 year period and the "employer's share" is adjusted annually. According to Dave, under this Plan, it will NEVER GET To 100% FUNDED if all actuarial assumptions are met.

REFERENCE = A NEW PLAN

This is a second option. It is called the "Closed Amortization Plan". The yearly Volunteer Fire Contributions, REMAIN AT \$450 ANNUALLY rather than decreasing annually. With this Plan, our LOSAP Plan gets to 84% funded by 2028 and will become fully funded by year 2033.

OUR OPTIONS ARE:

- Remain with the Current "15 Year Rolling Plan", OR
- Request by Letter, that we wish to change to the "Closed Method". (Dave would present it to the Pension Board Members for their approval).

**Life Safety – Guy Hudson (copied from written report)**

- Matching funds money has been electronically delivered to the departments and associations
- The committee has approved the changes to the fire prevention essay and poster packets
- The committee has made some minor changes to the poster and essay topics for this year and we are looking at some other topic changes for the future

### **Out of State Coordinator – Steve Austin**

- MSFA Convention starts on 6-17-2019 at the Roland Powell Convention Center in Ocean City
- West Virginia Convention will be in Charlestown
- CVVFA Convention will be Aug. 1,2,3 in Berkeley Springs
- Fundraiser in Elkton, MD on 8-24

### **Revolving Loan – Bill Betts**

- Committee met last week and approved 2 request based on the addition of the extra \$1m in the budget
- Felton for an Ambulance re-hab and Little Creek for a Tanker

### **Scholarship – Ken Ryder**

- Received 24 applications. Only 13 met the requirements. Each award this year will be for \$1,500.00
- Re-working the application for next year

### **Recognition of Past Presidents – 1<sup>st</sup> Vice President Jones**

19 Past Presidents and 1 President Emeritus in attendance

Since Ken McMahon just left the room, President Betts requested a motion from the floor to go to new business:

*A motion was made by Stephen “Redman” Maichle and second by Jasper Lakey to go into new business.*

***Motion carried***

*Motion by Tom DiCristofaro and second by Mark Gott that Ken McMahon be made President Emeritus of the DVFA*

***Motion carried***

*Motion by Stephen “Redman” Maichle and second by Jasper Lakey to revert back to the regular order of business.*

***Motion carried***

## **Affiliated Organizations/Agency Representatives**

### **Ladies’ Auxiliary President Penny Gentry:**

- Thanks for the recognition
- Introduced the State and County ladies that were in attendance

### **State Fire Chiefs 2<sup>nd</sup> Vice President Brian Reeder:**

- Next meeting will be the Expo on 6/27 at Harrington (Sta. 50) Expo at 3:00 and Meeting at 7:00
- Hosting a crab & Shrimp feast on 7/20 at Hartly (Sta. 51)
- Dennis Rubin will be the Conference guest speaker
- Challenged the DVFA and the DSFCA to work together this year to develop a plan for the future

### **State Fire Police President Les States:**

- Introduced the Officers that were in attendance
- Discussed the pamphlet that they distributed regarding what it takes to be a Fire Policeman. This pamphlet is being re-produced in Spanish and will be available shortly
- Putting together a power point that can be used for driver’s education classes through-out the State
- Next meeting is 9/11 at the Conference



**State EMS President Jason Capps:**

- Conference classes have been finalized. All registration forms are on the DVFA web site
- Approved by-law changes at their meeting yesterday
- Will be holding a workshop to appoint committees
- Need letters for their various awards that will be presented at Conference
- Read off the new Officers for 2019-2020
- Discussed medical supplies that should be on ambulances. Talked about safe harbor and re-stocking

**DVFA Mutual Relief Bill Tobin:**

- They are still available to come to your station to make their presentation. Just call

**DVFA Foundation Lynn Rogers:**

- Lynn gave up-date on the history of the foundation. Discussed the changing of personnel on the foundation. Several people have retired and new folks have been appointed to take their place

**NFPA Tech Committee on Ambulances Bill Walton, Jr.:**

- Need to start looking at the standards that are coming out. Review and make comments

**State Emergency Response Commission Bruce Ennis:**

- Commission meets quarterly
- Gave the line-up as to who serves on the Commission

**Communications:**

The following communications were received and were summarized by Secretary Steele

- Letters from the following companies regarding changes to their delegate/alternate list; Port Penn, Farmington, Elsmere, Memorial, Cheswold and Frankford
- Letter from NCCVFA supporting Dan Carrier for 1<sup>st</sup> Vice President of the DVFA
- Letter from Hockessin Fire Company supporting Dan Carrier for 1<sup>st</sup> Vice President of the DVFA
- Letter from Laurel Fire Department supporting Elmer Steele for Secretary of the DVFA
- Letter from Magnolia Fire Company supporting Ken Ryder for 2<sup>nd</sup> Vice President of the DVFA
- Letter from Felton Fire Company supporting Ken Ryder for 2<sup>nd</sup> Vice President of the DVFA
- Email from Lydia Kinney at Indianapolis Community Center complimenting the Safe T Bear program on the web site
- Letter from Kent County Firefighter's Assoc. supporting Ken Ryder for 2<sup>nd</sup> Vice President of the DVFA
- Letter from Kent County Firefighter's Assoc. supporting James Woznicki for Kent Director of the DVFA
- Letter from Kent County Firefighter's Assoc. reference to the DVFA travel budget for Officers
- Letter from Sussex County Firefighter's Assoc. reference to the DVFA travel budget for Officers
- Letter from Sussex County Firefighter's Assoc. supporting Elmer Steele for Secretary of the DVFA

*Motion by Stephen "Redman" Michael and second by Bruce Ennis to accept the communications that were presented and spread them upon the minutes*      ***Motion carried***

**OLD BUSINESS**

By-Law change to Article II: Section 2 (C)      **DUTIES OF THE OFFICERS**

The change would be adding the following sentence at the end of the duties of the Second Vice President.

“IN THE EVENT OF DEATH, RESIGNATION OR INABILITY OF THE SECOND VICE PRESIDENT TO PERFORM HIS OR HER DUTIES, THE COUNTY ASSOCIATION FROM WHERE THE SECOND VICE PRESIDENT WAS INITIALLY NOMINATED SHALL HOLD AN ELECTION AT THEIR NEXT REGULARLY SCHEDULED MEETING TO NOMINATE A MEMBER IN GOOD STANDING TO COMPLETE THE REMAINING TERM OF THE SECOND VICE PRESIDENT. THE NOMINATION SHALL BE CONSIDERED AND ELECTED AT THE NEXT SCHEDULED OR SPECIAL EXECUTIVE MEETING BY MAJORITY VOTE”

*Motion by Joe Zeroles and second by Ernie Layfield to accept the by-law change as presented. **Motion carried by a unanimous voice vote***

### **NEW BUSINESS**

- *Motion by Dan Burris and second by Joe Zeroles to accept the FY 20' budget as presented. **Motion carried copy attached to the minutes***
- *Motion by Ed Barlow and second by Mark Gott to support HB 117 (Flame Retardant Materials) **Motion carried***
- Marvin Sharp discussed the travel budget and the number of DVFA Officers that are allowed to travel to various functions. He referenced to a motion that was made on September 16, 2016 that only allowed for 3 DVFA Officers to travel to any one event at the DVFA expense. *A motion was made by Marvin Sharp and second by Ernie Layfield to overturn the previous motion and the new motion would be “Any DVFA Officer wishing to attend an event on the DVFA’s behalf, may do so with the consent of the DVFA President within budgetary reasons” This motion will supersede the 3 DVFA Officer travel rule.* Voice vote was too close to call, so President Betts requested a roll call vote keeping in mind that it takes a 2/3 vote to overturn the original motion. **Roll call vote was 82 yea and 8 nay Motion passed**
- Jason Capps, President of the DSEMSA talked about the new medication list that needs to be added as mandatory items for all ambulances. *Motion by Jason Capps and second by Ernie Layfield that a letter be sent to the Fire Commission recommending that these new medications be added to the mandatory list for all ambulances.* Much discussion took place regarding cost, availability, expiration dates, re-stocking, etc. *A motion was made by Bernie Nutter and second by Russell Hooper to table the motion. **Motion carried***
- Eric Haley and Jack Wilson discussed in great detail, the future of the volunteer fire service. There are 3 distinct counties in the State, with 3 distinct different staffing needs. Vice President Jones stated that there is a seminar at Conference that will address these issues. Try to attend this seminar, bring your thoughts and concerns.
- Question was raised regarding smoke detectors. As you heard from the Fire Marshal, we have already had 8 fire deaths this year, most of which had no working smoke alarm. The DVFA is looking for grants, State money and even Corporate funds to purchase smoke detectors.

Since Ken McMahon was back in the room, President Betts invited him to the podium and bestowed the honor of him being inducted as the newest President Emeritus of the DVFA. A formal presentation will be made at the Conference.

### **PAYMENT OF BILLS**

Treasurer Whitham highlighted the bills to be paid.  
Total amount is \$83,205.33

**Expenses by Vendor Summary  
March 2019 through May 2019**

<b>VENDOR</b>	<b>EXPENSE</b>
AT&T	\$ 40.05
BUMPERS & COMPANY	\$ 350.00
CANNON FINANCIAL SERVICES, INC.	\$ 897.36
CHIEF TECHNOLOGIES	\$ 1,152.00
COMCAST	\$ 808.45
CONGRESSIONAL FIRE SERVICES	\$ 55,018.75
CREDIT CARD PAYMENT PROCESSING	\$ 5,662.68
CUMBERLAND VALLEY VOL. FIREMANS	\$ 100.00
DAN CARRIER	\$ 2,000.00
DVFA FOUNDATION	\$ 6,000.00
ELAN/CARDMEMBER SERVICE	\$ 244.75
ELMER STEELE	\$ 3,000.00
GOLDFEIN & JOESPH, P.C.	\$ 175.00
GOVERNORS PRAYER BREAKFAST	\$ 150.00
JON FLETCHER	\$ 1,000.00
JAY JONES	\$ 2,000.00
RAY STEVENS	\$ 1,500.00
ROGERS SIGN	\$ 165.00
STEVE AUSTIN	\$ 43.55
VERIZON WIRELESS	\$ 130.03
VERNON INGRAM	\$ 2,055.00
WILLARD BETTS, JR.	\$ 712.70
<b>TOTAL</b>	<b>\$ 83,205.33</b>

*Motion by Ted Doyle and second by Stephen "Redman" Maichle to pay the bills as presented.  
Motion carried.*

### ADJOURNMENT

*It was regularly moved by Jon Townley and second by Stephen "Redman" Maichle that the June Executive Meeting be adjourned. Motion carried. 1<sup>st</sup> Vice President Jay Jones offered the Benediction. The meeting was adjourned at 12:10 PM*

**Respectfully submitted,**  
*Elmer B. Steele*  
Elmer B. Steele  
Corporate Secretary

I hereby attest that this a true copy of the proceedings of the Delaware Volunteer Firefighter's Association Executive Meeting held on June 9, 2019.

**Attest: Warren F. Jones**  
**Executive Manager**

**Willard R. Betts**  
**President**

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1	DELAWARE VOLUNTEER FIREFIGHTER'S ASSOCIATION						Como
2	FISCAL YEAR FY19-20 OPERATIONS BUDGET						May 22, 2019
3							
4	DVFA OPERATING BUDGET						PROPOSED
5							2020
6	GENERAL OPERATING REVENUES:				Acct. #		BUDGET
7	MEMBERSHIP DUES (61 @ \$3,500)				100		213,500.00
8	CORPORATE SPONSOR-CFSI- Provident						6,000.00
9	INTEREST FROM INVESTMENTS				110		50000
10	MISCELLANEOUS				130		
11							
12	TOTAL BUDGETED OPERATING REVENUES						219,550

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1	DELAWARE VOLUNTEER FIREFIGHTERS ASSOCIATION							Com.
2	PROPOSED FY 19-20 FISCAL YEAR BUDGET							May 22, 2019
3								
4	<u>SPECIAL PROGRAMS BUDGET</u>							PROPOSED
5							FY 2020	
6	SPECIAL PROGRAMS = REVENUES				Acct. #		BUDGET	
7	CFSI DINNER - Paid by Assoc. Members				500		50,100.00	
8	PENSION FUND - Paid by Association Members				510		<b>2,200,000.00</b>	
9	CISM - Reimbursement from State of Delaware				515		4,500.00	
10	SMOKE DETECTORS - Delmarva Broadcasting				520		3,000.00	
11	*Promotional Video- PR*				650		10,000.00	
12	TOTAL SPECIAL PROGRAMS REVENUES							<b>2,267,600.00</b>
13								
14								
15	SPECIAL PROGRAMS = DISBURSEMENTS:							
16	CFSI DINNER - Members Tickets				600		50,100.00	
17	STATE OF DELAWARE - LOSAP Pension Payment				610		<b>2,200,000.00</b>	
18	SMOKE DETECTORS - Low Income Families				620			
19	Promotional Video- PR				650		\$10,000	
20	TOTAL SPECIAL PROGRAMS DISBURSEMENTS							<b>2,260,100.00</b>
21								
22	Excess Revenues Over Disbursements							7,500.00
23	* Transfer from Conference Account*							

	A	B	C	D	E	F	G	H	I
1	<b>DELAWARE VOLUNTEER FIREFIGHTER'S ASSOCIATION</b>								Budget/Finance
2	<b>PROPOSED FY 19-20 FISCAL YEAR BUDGET</b>								Committee
3		Page 1						May 22, 2019	
4		<b>GENERAL OPERATING DISBURSEMENTS:</b>						<b>2019</b>	<b>FY 2020</b>
5	<b>Acct. #</b>							<b>BUDGET</b>	<b>BUDGET</b>
6	300	Annual Conference Expenses (61 @500 each)					\$ 30,500	\$ 30,500.00	
7	301	Annual Audit					\$ 8,500.00	\$ 5,500.00	
8	301-1	Accountant Fees						\$ 3,000.00	
9	302	Legal Fees					\$ 3,500.00	\$ 2,500.00	
10	303	Franchise Tax					\$ 25.00	\$ 25.00	
11	304	Insurance/Property, General Liability, etc.					\$ 4,000.00	\$ 3,500.00	
12	304-1	Workman's Comp						\$ 550.00	
13	305	Service Charges - Investments					\$ 5,000.00	\$ -	
14	306	Service Charges - Banks					\$ 750.00	\$ 350.00	
15								\$ 45,925.00	
16		<b>DVFA OFFICE EXPENSES:</b>							
17	307	Salary - Executive Manager					\$ 46,000.00	\$ 46,500.00	
18	308	Payroll Taxes					\$ 3,500.00	\$ 3,600.00	
19	308-1	Intuit Payroll						\$ 270.00	
20	309	Capital Outlay					\$ 500.00	\$ 1,200.00	
21								\$ 51,570.00	
22		<b>CONTRACTURAL SERVICES:</b>							
23	310	Copier					\$ 4,000	\$ 3,600.00	
24	311	Office Rent					8,220	\$ 8,220.00	
25	312	Telephone					4,500	\$ 4,000.00	
26		Software					0	\$ 1,000.00	
27	313	Post Office Box Rent					200	\$ 200.00	
28	314	Webb Page					2,000	\$ 2,000.00	
29							<b>Total</b>	<b>\$18,920</b>	<b>\$ 19,020.00</b>
30	315	Dues					1,000	\$ 1,000.00	
31	316	Office Supplies & Printing Materials					2,000	\$ 2,000.00	
32								\$ 3,000.00	





	A	B	C	D	E	F	G	H	I
62									
63									
64									
65	<b>Acct. #</b>	<b>GENERAL OPERATING DISBURSEMENTS:</b>						<b>2019</b>	<b>FY 2020</b>
66		<b>Page 3</b>						<b>BUDGET</b>	<b>BUDGET</b>
67									
68	332	Technology Enhancement (Hardware & Software)						<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>
69		<b>OFFICER TRAVEL &amp; ENTERTAINMENT:</b>							
70	333	CFSI - Officer Tickets (5)						\$1,500	\$ 1,500.00
71	334	CFSI - Hospitality Room, etc.						10,000	\$ 6,000.00
72	334-1	CFSI - Officer's Expenses						1,500	\$ 1,500.00
73	335	National Vol. Fire Council Meetings						2,500	\$ 2,500.00
74	336	NFPA Committee Meetings						2,000	\$ 1,500.00
75	337	MD/V/A/PA Conferences Attended						4,000	\$ 2,500.00
76	338	FDIC- Conference						6,000	\$ 6,100.00
77	339	Cumberland Valley Meetings						1,000	\$ 1,000.00
78	340	VCOS Conference - Florida						6,000	\$ 5,000.00
79	341	Gov's. Prayer Breakfast						200	\$ 200.00
80	342	Miscellaneous Luncheons						600	\$ 1,000.00
81	342-1	EDIAFC							
82						<b>Total</b>	<b>\$35,300</b>		
83	345	Miscellaneous Expenses						<b>1,500</b>	\$ 1,500.00
84	344	Recruitment & Retention - FIRE LINE						<b>500</b>	\$ 150.00
85		Executive Managers Vehicle Purchase							\$ 20,000.00
86								\$ 50,450.00	
87									
88	<b>TOTAL BUDGETED OPERATING DISBURSEMENTS</b>						<b>\$196,195</b>	<b>\$ 204,790.00</b>	
89									
90	<b>ADD:</b>	<b>EXCESS REVENUES OVER DISBURSEMENTS:</b>						<b>\$26,305</b>	<b>\$ 14,760.00</b>