



DVFA EXECUTIVE MEETING

Delaware State Fire School

March 10, 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 Past President Richard T. Perillo

Roll Call of Officers by Secretary Elmer Steele

- [X] Bill Betts, 49, President
- [X] Jay Jones, 75, 1st Vice President
- [X] Dan Carrier, 19, 2nd 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
- [X] 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

Special Guest

Congressional Fire Service Institute (CFSI): Bill Webb – Talked about what the CFSI was doing in Washington. Talked about the CFSI dinner on April 25th

Report of Officers

President Betts: (copied and pasted from written report)

As I enter the halfway point of my term as President of the DVFA, I am trying to figure out where the time went. Over the last three months, I have attended 38 functions representing the DVFA, traveling 2,482 miles, and spending approximately 160 hours.

We have been very busy in the winter months with Executive Manager Warren Jones and 1st VP Jay Jones leading the charge to meet all the 15 new members of the legislature. I had the privilege of attending a meeting with the Hockessin legislators (both County and State), and I felt that the meetings were beneficial in letting all the legislators know our needs and what we provide for the citizens of our fire districts. We also had a very successful meeting in February with the Joint Finance Committee, and our requests for adding \$1,000,000.00 to the Revolving Loan Fund, and the \$75,000 to the Fire Prevention Commission for the matching Fire Prevention funds were in the Governor's budget proposals.

Treasurer Terry Whitham and Assistant Treasurer Ray Steve have done a fantastic job in revamping our treasury to make it much more transparent to the membership, and Ray has recently compiled the 2019 Conference budget that was approved by the finance committee. This Committee was chaired by Danny Burris and has done a fabulous job working with the two treasurers.

I would like to ask everyone's support in sending their membership to the CFSI dinner on April 25th in Washington. It is a fund-raiser for the Fire Service Legislative Caucus that supports us by working with the national senators and representatives to lobby for our grant funding, and other issues important to the Fire Service. As the second smallest state in the nation, we have set the bar for attendance since its inception in 1989.

Past-President Steve Austin indicated at the December Executive meeting that he would be retiring from the DVFA Foundation effective after the meeting on May 8th, and with Steve's wishes, I would like to appoint Danny Burris of Middletown to take his place on the Foundation. Danny has agreed to accept this appointment.

Please check out the President's Handbook on the DVFA website if you are a newer President of a Delaware Fire Company to assist you in getting the needed paperwork in at the correct deadline.

WE have also worked on the handbook for the DVFA Officers to assist them by providing knowledge of the different protocols, meetings, and events that they are supposed to attend, and the times and dates are provided. 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)

The second quarter of 2019 has been quite busy to say the least. I attended 42 events and traveled 2390 miles, with 79 hours of service. It has been a pleasure to serve.

The bulk of the time has been getting acquainted and forming relationships with the freshman legislators. During this quarter it has been very positive, as we discuss the funding for the fire service. It seems to be firm and secure. Which allows us to work on other wonderful legislative items such as the much-needed cancer presumption legislation.

Our request made it into the Governor's budget proposal and after going before the Joint Finance Committee, we are looking to get approximately a million dollars added to the Revolving Loan Fund in the bond bill. Plus, the matching funds money for the fire prevention program, through the State Fire Prevention Commission where it belongs in the Governor's Budget. This comes from several meetings with not only the Governor but also legislators to secure these funds.

I have also started to work with fire service leaders in the state of Maryland to make progress on EMT reciprocity.

I would like to thank everyone for the invitation and warm receptions to their banquets and installation of officers programs this year, which I was able to attend.

Looking ahead we have already started working on the Congressional Fire Service Institute Fundraiser in Washington, DC. We, as the Delaware fire service, have the reputation of leading though our attendance at this event. I hope to have great attendance again this year.

The benefit to having such great attendance numbers is that it brings our cost per ticket down. We receive a lot of money each year from federal grants, which are secured by the institute. For many years we have received millions of dollars back into the State of Delaware for the fire service. It is crucial that our numbers are decent. Like last year I am requesting that each fire department send 2 people to this event and if your department has received money directly through these federal grants, I would urge you to send even more.

It is troublesome that we have already had three fire deaths in the first two months of this year. I hope that all departments will ramp up their efforts in the smoke detector drives on the local level. We have plenty of smoke detectors available throughout the state free of charge for our citizens. Some departments have taken a more aggressive approach. They started going door-to-door asking people to check their smoke alarms and even offering to install them for them. I encourage and applaud these efforts. We have plenty of smoke detector DVD's in the storage unit at the fire school. I have them available for anyone that would like to take one for their local program.

Please keep in mind there have been updates to the new revised President's Handbook which is available on our website. We are also looking at the website to eliminate a lot of the empty space and old clutter. We are aware that there is some outdated information on there that we are going to get updated soon.

I will be reappointing the Life Safety Committee and Scholarship Committee for 2020. They have done a great job and I hope they will continue doing excellent things. I challenge them to somehow take it to a new level.

As always thank you for the opportunity to serve you. It is indeed a privilege and a pleasure doing the work of this office.

Life Safety Committee: Guy Hudson, Chair, Ron Marvel, Co-Chair, Charles Boyer, Robert Yerkes, Steve White, Randall Lee, Joe Mullen, Anthony Carnavale, Dwayne Pearson, Patricia Carnavale, LADVFA, NCC, Ann Marie Kristopolski, LADVFA, NCC, Bobbi Albright, LADVFA, Sussex, Ginni Tice, LADVFA, Sussex, Karen Workman, LADVFA, Sussex, Penny Gentry, LADVFA, Kent, Muriel Gillespie, LADVFA, Kent, Mike Lowe, DSFS

Scholarship Committee: Ken Ryder, Chair, Ron O'Neal, Co-Chair, Anthony Guzzo, Co-Chair, Fred Jester, Alan Robinson, Bill Tobin, Dan Carrier, Pam Ingle, LADVFA, NCC, Karen Gebhart, LADVFA, NCC, Jane Williams, LADVFA, NCC, Tara Wilbur, LADVFA, Kent, Kim O'Malley, LADVFA, Kent, Ginni Tice, LADVFA, Sussex, Mike Lowe, DSFS

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

My second quarter report for the DVFSA is as follows 21 events attended 939 miles traveled 95.5 hours in service.

I attended the joint finance committee hearing and would like to thank the fire marshal for answering the questions that were posed to him which really pertain to the DVFA but he did an outstanding job answering them thank you Grover.

Secretary Steele: (copied and pasted from written report)

Attended 18 functions, traveled 1,510 miles and was in service for 77 hours.
My travel report has been submitted to the Office and will be posted on the web site.

Most of my time this quarter has been spent working on Conference stuff, including working with the Treasurer and Assistant Treasurer to develop a budget for the Conference.

Treasurer Whitham: (copied and pasted from written report)

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

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

Operations Account- **\$ 129,927.27**

Conference Account- **\$ 4,188.02**

Conference Money Market- **\$ 53,720.69**

Crawford Financial Account- **\$ 224,509.28**

Money Market- **\$ 62,968.64**

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

Also enclosed is an Investment Schedule for our Crawford Financial portfolio. We plan on providing this at very Executive meeting so you can see the status of our investments.

The DVFA credit cards have been switched over to the M&T Bank VISA cards. With the cards being local it will be much easier to manage when we change officers.

Discussion at the Budget & Finance committee meeting on charges we are absorbing to accept credit cards for payment. Between CFSI and the Conference it cost us \$ 2,377.13. It was decided not to accept credit cards in lieu for payment.

President Betts and I met at M&T Bank on Friday, February 22nd. We electronically wired \$ 2,081,454.02 to the Northern Trust Company for the pension. Thanks to all for your timely submissions. We were 16 days ahead of the deadline.

We had a meeting with Crawford & Associates. I'll let Dan Burris fill you in on the results of the meeting. As always, any questions please feel free to contact either Ray or myself.

Motion by Dave Ruff and second by Richard T. Perillo to except the Officer reports as presented and spread them upon the minutes. Motion carried

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

Presumption Legislation: Jay, Ed Klima and I met with Senator Poore and her staff this week on our draft for Presumption Legislation. We are calling this Presumption Legislation instead of Cancer Presumption because we added PTSD. Jay, Ed and I have been meeting for months to hone a draft that was acceptable to us and hopefully to the state as well. After this week's meeting we decided to expand our group to include three more people, one from each county. Brian Reeder is on from New Castle County, Kevin Sipple from Kent County and Steven Deery from Sussex County. When the draft is final we will send it out. When we need help in legislative hall we will be contacting you.

Recruitment and Retention Task Force: This year when we met with the Governor we asked him to help us in Recruiting and Retaining Volunteer Firefighters. Out of that conversation and subsequent conversations has come a joint House and Senate Resolution creating a Recruitment and Retention Task

Force. The resolution is currently in draft form. The Governor's Office sent us their recommendations for the task force we sent them back our suggestions. We have not heard back from them since then. We have already talked to the Speaker of the House and the President Pro-Temp of the Senate and they are on board. How it will work is this way. The resolution will be passed this session. The task force will meet after session and by December 31st will come back with their recommendations. The recommendations or legislation if need be will be worked on next year. Much the same as what happened with the EMS Task Force in 2014. When this draft is done we will send it out.

Safe Harbor: Last Meeting I talked about Safe Harbor. Safe Harbor was a federal bill which the Hospitals misinterpreted to mean they could no longer do one on one exchanges with BLS Units. Since then, and through the help of Senator Carper's Office, they now recognize that they can. We recently received a list of BLS supplies from the State EMS Association. We will start working with each hospital group to set up parameters to try to get these one on one exchanges in place again. More to follow as the information develops.

State Tax Credit: One of the other things we talked to the Governor about was raising our State Tax Credit from \$400 to \$500. I talked to Rep. Carson this week and he is going to work on a bill to do that.

Office Communications: We are working on improving our communications. We are going to start setting up text groups. First for the DVFA Officers, then all the Presidents and Chiefs and more as we see how this works out. This will be much like you presently do with Chief Messaging or whatever text messaging system you use in your own companies.

Thank you, have a great St. Patrick's Day, Easter, Cinco de Mayo, Mother's Day and Memorial Day. And most importantly, let us know if you need anything from the DVFA Office. We will keep you posted on the legislation we just mentioned.

Committee Reports

State Fire Prevention Commission – Dave Roberts

- Need new Officer list sent to the Commission office
- Reminder that BLS reports are due
- Commission has a new Deputy Attorney General
- Traffic funds (red light fines) has been distributed
- Next meeting is March 19

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

- Fire Fatalities – Currently, there are three (3) fire fatalities for 2019. Of those three (3) fire fatalities one (1) had working smoke alarms and three (3) did not have working smoke alarms. The one (1) with the working smoke alarms had other circumstances that prevented the victim from getting out of the structure. All of these incidents still remain under investigation and occurred in Sussex County.
- Deputy Fire Marshal II – Michael Pfaffenhauser is out of work on extended medical leave from a job related injury. Chief Deputy Fire Marshal Miller along with the Sussex and Kent County Deputies are picking up the extra workload.

- Fire Protection Specialist II – Desiree McCall was promoted effective January 8, 2019 having met the minimum requirements for promotion to that position.
- Administrative Officer – Shelia Alexander has been promoted to this position effective February 18, 2019. As a result the Office Manager position in Kent County is vacant. The vacancy has been posted and currently we are in the process of arranging interviews for the qualified candidates. Position should be filled by April.
- FY 2020 Budget – The FY 2020 Joint Finance Committee Budget hearing was on February 11, 2019 and went well. The Capital Bond Bill Hearing is scheduled for April 3, 2019 at 11:30 AM.
- Sprinkler Save – Kings Grant Community (News Release Attached) Fenwick Island, February 15, 2019. Bethany Beach Fire Company responded to the location for an odor investigation just after 7:00 AM. On arrival it was determined the sprinkler system had activated extinguishing a fire in the heater room area. The structure was unoccupied at the time of the incident. NFSA included this in their March 8, 2019 weekly news and updates Spotlight on Sprinklers.
- Hardwired Smoke Detector Program – Currently on hold due to funding. In 15 years we have installed 2415 detectors in 905 homes statewide at a cost of \$625,264.00.
- DFIRS Reports - We continue to work with each Company on their submittals and cleaning up the data.

NEWS RELEASE

February 15, 2019

The Delaware State Fire Marshal's office investigated a structure fire located in the Kings Grant Community. The fire was reported this morning at 07:09 a.m. and was located in the 40000 block of Grant Drive, Fenwick Island, DE.

The Bethany Beach Fire Department responded to the scene for an odor investigation. Upon arrival, it was determined that the sprinkler system had activated and extinguished a fire in the heater room area. The building was unoccupied at the time of the incident, and no one was injured.

A deputy state fire marshal responded to the scene to determine the origin and cause of the fire. The fire originated in the heater room and was caused by a malfunction in the heater system. Damage was estimated at \$1500.00. The Delaware State Fire Marshal's Office credits activation of the sprinkler system to limiting the fire loss of the unoccupied structure.

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

1. Officers Seminar in January – 41 in attendance – 19 Companies
2. Bond Bill Hearing scheduled for April 3rd at 1130
 - a. Rescue Tools (*Recommended*) 19 companies for 150k
3. Budget Hearing held on February 11th – went well, thanks for the support
 - a. EMT Training Funds – increased by 50K to 145K
 - b. Equipment Funding – restore funding – increased 25K to 35K
4. Student numbers for the Winter Programs (*no significant changes from fall numbers*)
5. Requests for in-service programs (*are up – your support for training is commendable*)
6. Industrial programs (*continuing slight increase for in-service programs*)
7. HVAC replacement project Dover Center – status
 - a. Remaining unit – Kitchen last two weeks in May – may impact weekday classes
 - b. SFPC Monthly meeting will be held at the Dover Center in a classroom (6)

8. Roof replacement project – Dover Division, still on schedule for August/September
9. Rest Room – waiting on final plan submittal, then to Bid
10. Computer Lab – Fire Officer classes – Certification Testing SFPR – next Pro-Board
11. Fire Service Financial Overview - *To provide the Elected and Appointed Officers a detailed understanding of their roles, responsibilities and to ensure that proper procedures are established ensuring the accurate financial management of the Company.* Announcements and Registration forms out this week.
 - a. New Castle Division – May 8th 1900
 - b. Sussex Division – May 15th
 - c. Kent Division – May 22nd

Constitution & By-Laws – Joe Zeroles

- Working on a change to Article II, Section 2 regarding 2nd Vice President duties

DVFA Conference– Joe Zeroles

- First Conference meeting will be March 18 at Dover Downs
- Conference logo has been completed
- Souvenirs will be ordered shortly
- Have a chairman for the men’s golf and the dance
- Registration forms should be on the web site in May

Life Safety – Guy Hudson

- There were a total of 44 Companies and Associations requesting funding for 2018
- Total requested was \$144,825.77
- Total amount refunded was \$74,999.47
- Report was submitted to the Fire Commission, so the checks could be cut

Revolving Loan – Bill Betts

- Revolving loan account is totally depleted
- Two loans have been approved, just waiting on some payments from previous loans to come in
- Dagsboro for a ladder truck and Hockessin for an ambulance

Scholarship – Ken Ryder

- Currently have \$11,500.00 available for scholarships
- Deadline for completed paperwork is March 30

Health & Safety – Jack Wilson and Mike Rush

- Jack talked about the Mayday policy. It has been used 3 times in the last 68 days.
- Mike thanked Jon Townley and Andy Hall for their work with the cardio-kinetics program
- Take care of yourself and get testing done

Recognition of Past Presidents – 1st Vice President Jones

19 Past Presidents and 1 President Emeritus in attendance

Affiliated Organizations/Agency Representatives

Ladies’ Auxiliary President Penny Gentry:

- Introduced the ladies that were in attendance from the State and the Counties

- The ladies made their check presentations to the DVFA Foundation Treasurer Ron O'Neal for the scholarship program; LADVFA President Penny Gentry presented a check for \$1,500.00, New Castle County Ladies President Jane Williams presented a check for \$1,000.00 and a second check for the New Castle County Ladies Past Presidents for \$500.00, Kent County Ladies President Sandy Robinson presented a check for \$1,500.00, Sussex County President Regina Headly-Marvel presented a check for \$1,000.00. A rising round of applause was given to the ladies for their donations.

State Fire Chiefs Secretary Stephen Maichle:

- Next State Chief's meeting is March 28 at Rehoboth Convention Center. Social at 6:00 dinner at 6:45
- Speaker will be Chief Ray Clark of the Townsend Fire Co. speaking about the Willey Farms fire

State Fire Police President Les States:

- They have pamphlets describing what it takes to be fire policeman. Available for your use
- Introduced the officers in attendance
- Next meeting is May 19 at DSFS

State EMS President Jason Capps:

- Working on Conference speakers
- Working on some by-law changes
- Fundraiser Bingo held at Sta. 8 was a big success. Took in \$9,633, expenses were \$2,873.13. leaving a profit of \$6,769.87 to be used for Conference expenses

DVFA Mutual Relief Chairman Steve White:

- All companies were paid up by the January deadline

NVFC – Terry Jester:

- Received a text message from Terry.
- Check the NVFC web site for upcoming events

Del-Mar-Va Association – Secretary Elmer Steele:

- Our annual convention and parade will be held on May 2, 3, 4, 2019 in Parksley, VA. this year.
- We encourage the member companies to participate in the events this year and have an enjoyable time in Parksley.

NFPA Tech Committee on Ambulances Bill Walton, Jr.:

- Working on new standards. Probably be 2 year before you see them for comment

Communications:

The following communications were received and were summarized by Secretary Steele

- Letters from the following companies regarding changes to their delegate/alternate list; Harrington, Claymont, Hartly, Hockessin, Clayton, Bowers, Ellendale, Magnolia, Minquadales, Holloway Terrace, Houston, Volunteer Hose and Carlisle
- Letter from Houston Fire Company supporting Ken Ryder for 2nd Vice President of the DVFA

*Motion by Sherman Smith and second by Jim Watson to accept the communications that were presented.
Motion carried*

OLD BUSINESS

NONE

NEW BUSINESS

Ray Stevens presented the 2019 Conference budget. There were several questions raised, especially the cost of the bar for the dance.

- After much discussion, *a motion was made by Alan Robinson and second by Harold Brode to issue 2 tickets per guest for alcohol for the dance. Motion was defeated*
- After much more discussion, *a motion was made by Dan Burris and second by Guy Hudson to accept the Conference budget as presented. Motion carried*
(COPY OF THE BUDGET IS ATTACHED)
- Brian Shaw discussed fire deaths within the State this year. There currently are no funds available to purchase smoke detectors. *A motion was made by Brian Shaw and second by Jack Wilson that the Officers secure funds for smoke detectors. Funding should be at a minimum of \$10,000.00 and make it a line item in the budget. Motion carried*
- Mike Lowe talked about other issues regarding smoke detectors, including installation, education paperwork to track the use of the detectors, etc.
- Mike Lowe talked about the Delaware Burn Camp and what they do. They meet on the 3rd Tuesday of each month.
- Hunter Holland stated that there are some companies in Sussex County that have no smoke detectors and other companies that have plenty stashed away in closets.

PAYMENT OF BILLS

(copied and pasted from revised report)

Treasurer Whitham highlighted the bills to be paid.

Total amount is \$2,125,098.54

**Delaware Volunteer Firefighter's Association
Expenses by Vendor Summary
December 2018 through February 2019**

VENDOR	EXPENSE
AMTRUST	\$ 50.00
AT&T	\$ 40.12
BUMPERS & COMPANY	\$ 187.50
CANNON FINANCIAL SERVICES, INC.	\$ 893.46
CHAMPION TROPHIES	\$ 446.40
CHIEF TECHNOLOGIES	\$ 420.00
COMCAST	\$ 796.67
DELUXE CHECK COMPANY	\$ 180.24
DOVER DOWNS	\$ 25,000.00
ELAN/CARDMEMBE SERVICE	\$ 2,802.63

GUY HUDSON	\$	2,450.00
JOHN PAPPAS	\$	500.00
JOSTENS	\$	1,171.58
MICHAEL LOWE	\$	31.49
NATIONAL VOL. FIRE COUNCIL	\$	500.00
NORTHER TRUST COMPANY	\$	2,081,454.02
PRATT INSURANCE	\$	4,127.00
RAY STEVENS	\$	79.67
RON MARVEL	\$	46.71
STEVE AUSTIN	\$	44.95
THINKSECURENET, LLC	\$	1,480.41
U.S. POSTAL SERVICE	\$	154.00
VERIZON WIRELESS	\$	130.01
VERNON INGRAM	\$	2,055.00
WARREN JONES	\$	56.68
TOTAL		\$ 2,125,098.54

*Motion by Richard T. Perillo and second by Jon Townley to pay the bills as presented.
Motion carried.*

GOOD OF THE ASSOCIATION

- State Chief’s still has money available for cardio-kinetics
- Mill Creek reported the passing of Les McCourt. Arrangements are pending

ADJOURNMENT

It was regularly moved by Jon Townley and seconded by Steve White that the March Executive Meeting be adjourned. Motion carried. DVFA Chaplain Bob Hudson offered the Benediction. The meeting was adjourned at 11:50 AM

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 March 10, 2019.

Attest: Warren F. Jones
Executive Manager

Willard R. Betts
President

	A	B	C	D	E	F
1	Delaware Vol. Firefighter's Association					Ray Stevens
2	2019 Conference Revenue Codes By Category					Conference Treasurer
3					PROPOSED	February 7, 2019
4			Conference	Conference	Conference	Page 1
5	Revenue		2018	2018	2019	
6	Code	Description	Budget	Actual	Budget	Notes/Remarks
7	700	Membership Dues	\$30,500	\$30,500	\$30,500	
8	701	LADVFA Assessments	11,000	11,000	11,000	
9	702	Book & Patron Ads	1,841	1,144	1,200	"CUMULATIVE TOTALS "
10	703	Exhibitors	15,000	9,250	14,000	
11	704	Souvenirs	4,656	7,806	7,500	
12					\$64,200	\$64,200
13		Golf Outings:				
14	706-1	Men's Golf Outing	0	0	3,800	
15	706-2	Ladies Golf Outing	3,500	3,995	3,800	
16					\$7,600	\$71,800
17		Corporate sponsors:				
18	707-1	Ladies		4,696	3,500	
19	707-2	Men	69,156	44,000	68,000	
20					\$71,500	\$143,300
21		Fire Police Dinner:				
22	708	Fire Police Registrations	1,900	1,600	1,600	
23	709	No Shows	1,478	295	1,200	
24					\$2,800	\$146,100
25		EMS Seminar:				
26	710	EMS Registrations	12,000	11,385	\$12,000	\$158,100
27						
28	720	Miscellaneous/Other Revenues:	0	26,000	0	
29	730	Transfer-In From M/Mkt. Acct.	10,184	0	\$4,320	\$162,420
30						
31	TOTAL CONFERENCE REVENUES		\$161,215	\$151,671	\$162,420	

	A	B	C	D	E	F
32	Delaware Vol. Firefighter's Association					Ray Stevens
33	2019 Conference Expenditure Codes By Category					Conference Treasurer
34						February 7, 2019
35					PROPOSED	Page 2
36			Conference	Conference	Conference	
37	Expenditure		2018	2018	2019	
38	Code	Description	Budget	Actual	Budget	Notes/Remarks
39						
40		Administrative Expenses:				" CUMULATIVE TOTALS "
41	900-1	Printing - Pocket Agendas	\$195	\$193	\$200	
42	900-3	Dover Downs - Opening Ceremonies	954	606	650	
43	900-4	Men's Mtg. (Tech. Equipment)			120	
44	900-5	Wrap-up Meeting	1,750	940	1,000	
45	900-6	Roger's, (Banners & Signs, etc.)	650	615	650	
46	900-9	Miscellaneous/Office Supplies	1,400	520	300	
47		Total Administrative	\$4,949	\$2,874	\$2,920	\$2,920
48						
49	901	Registration Expenses:				
50	901-1	Zippered Totes, (Delmarva Power)	\$4,800	0	3,000	
51	901-2	Flexible Notepads, (Motorola)	\$2,200	0	3,000	
52		Total Registration Expenses	7,000	0	\$6,000	\$8,920
53						
54	902-1	Souvenirs:	\$6,010	\$8,768	\$7,500	\$16,420
55						
56		Meet Your Host Night:				
57	903-1	Food	3,500	\$1,080	750	
58	903-2	Bar	2,000	1,853	1,800	
59	903-3	Miscellaneous, (DJ)	480	225	550	
60		Total Meet Your Host	\$5,980	\$3,158	\$3,100	\$19,520
61						
62						

	A	B	C	D	E	F
63	Delaware Vol. Firefighter's Association					Ray Stevens
64	2019 Conference Expenditure Codes By Category					Conference Treasurer
65						February 7, 2019
66						Page 3
67			Conference	Conference	Conference	
68	Expenditure		2018	2018	2019	
69	Code	Description	Budget	Actual	Budget	Notes/Remarks
70						
71		Ladies Luncheon:				"CUMULATIVE TOTALS "
72	904-1	Food	\$12,500	\$12,120	12,400	
73	904-2	Miscellaneous, (Microphones)	240	240	240	
74		Total Ladies Luncheon	\$12,740	\$12,360	\$12,640	\$32,160
75						
76		Ladies Tea:				
77	904-3	Food	0	576	600	
78	904-4	Miscellaneous	0	306	0	
79		Total Ladies Tea	\$0	\$882	\$600	\$32,760
80						
81		Men's Luncheon:				
82	905-1	Food	\$12,600	\$11,928	12,200	
83		Total Men's Luncheon	\$12,600	\$11,928	\$12,200	\$44,960
84						
85		Men's VIP Reception:				
86	905-3	Bar	900	480	600	
87		Total Men's Reception	\$900	\$480	\$600	\$45,560
88						
89		Past President's Banquet:				
90	906-1	Food	\$4,600	\$4,267	4,500	
91	906-2	Bar	850	887	900	
92	906-3	Miscellaneous	60	244	250	
93		Total Past President Banquet	\$5,510	\$5,398	\$5,650	\$51,210

	A	B	C	D	E	F
94	Delaware Vol. Firefighter's Association					Ray Stevens
95	2019 Conference Expenditure Codes By Category					Conference Treasurer
96						February 7, 2019
97			Conference 2018	Conference 2018	Conference 2019	Page 4
98	Expenditure		Budget	Actual	Budget	Notes/Remarks
99	Code	Description				
100		Ambulance Banquet:				
101	907-1	Food	\$5,700	\$8,238	8,000	
102	907-2	Bar	230	162	750	"CUMULATIVE TOTALS "
103	907-3	Miscellaneous	426	205	120	
104		Total Ambulance Banquet	\$6,356	\$8,605	\$8,870	\$60,080
105						
106		Fire Chief's Banquet: (Cheswold)				
107	908-1	Lodging - Dover Downs	\$150	\$147	150	
108	908-2	Food	10,500	9,988	10,200	
109	908-3	Beer	480	480	480	
110		Total Fire Chief's Banquet	\$11,130	\$10,615	\$10,830	\$70,910
111						
112		Fire Police Banquet:				
113	909-1	Food	\$12,300	\$12,030	12,100	
114	909-2	Bar	2,000	1,831	1,900	
115	909-3	Miscellaneous, (Microphones)	0	240	240	
116		Total Fire Police Banquet	\$14,300	\$14,101	\$14,240	\$85,150
117						
118		Ladies Hospitality Night:				
119	910-1	Food	\$11,500	\$11,940	12,200	
120	910-2	Bar	2,600	2,449	2,600	
121	910-3	Miscellaneous, (DJ)	500	275	550	
122		Total Ladies Hospitality	\$14,600	\$14,664	\$15,350	\$100,500
123						
124	911	Continental Breakfasts	\$3,600	\$3,600	\$4,200	\$104,700

	A	B	C	D	E	F
125	Delaware Vol. Firefighter's Association					Ray Stevens
126	2019 Conference Expenditure Codes By Category					Conference Treasurer
127						February 7, 2019
128			Conference 2018	Conference 2018	Conference 2019	Page 5
129	Expenditure		Budget	Actual	Budget	Notes/Remarks
130	Code	Description				
131						
132		Memorial Service:				"CUMULATIVE TOTALS "
133	912-1	Choir Director	\$250	\$300	300	
134	912-2	Accompanist	400	300	300	
135	912-3	Practice	100	652	100	
136	912-4	Tech. Equip. (Monday & Friday)	1,650	954	1,550	
137	912-5	Piano Rental	475	475	475	
138	912-6	Shadow Boxes, (Moving & Storage)	375	375	375	
139	912-7	Miscellaneous, (Programs)	200	144	150	
140		Total Memorial Service	\$3,450	\$3,200	\$3,250	\$107,950
141						
142		Exhibits:				
143	913-1	Tables	\$4,000	\$2,850	3,000	
144	913-2	Dover Downs - Security	720	720	720	
145		Total Exhibits	\$4,720	\$3,570	\$3,720	\$111,670
146						
147		EMS Seminars:				
148	915-1	Speaker's Expense	\$3,000	\$800	3,000	
149	915-2	Food	4,700	4,596	4,500	
150	915-3	Misc./Lodging	295	0	300	
151	915-4	Technical Equipment	715	612	650	
152		Total EMS Seminars	\$8,710	\$6,008	\$8,450	\$120,120
153						
154						
155						

	A	B	C	D	E	F
187	Delaware Vol. Firefighter's Association					Ray Stevens
188	2019 Conference Expenditure Codes By Category					Conference Treasurer
189						February 7, 2019
190						Page 7
191						
192			Conference	Conference	Conference	
193	Expenditure		2018	2018	2019	Notes/Remarks
194	Code	Description	Budget	Actual	Budget	
195						
196		Dance				"CUMULATIVE TOTALS "
197	923-1	Food	\$0	\$1,053	1,100	
198	923-2	Bar	0	8,431	9,000	
199	923-3	Music	0	4,242	2,500	
200		Total Dance	\$0	\$13,726	\$12,600	\$157,420
201						
202	924	Social Media Advertising			\$5,000	\$162,420
203		NEW FOR 2019				
204						
205	TOTAL CONFERENCE EXPENSES		\$136,215	\$138,637	\$162,420	
206	Dover Downs - Initial Deposit		<u>25,000</u>			
207		BALANCED BUDGET	\$161,215			
208	EXCESS REVENUES OVER EXPENSES			\$13,034		
209						
210						
211						
212						
213	File: 2019 Conf. Revenue & Expenditure Codes By Category F					