

DVFA EXECUTIVE MEETING

Delaware State Fire School

December 13, 2009

Call to order at 09:00 A.M. by President Kevin L. Wilson

Invocation offered by DVFA Chaplain, Pastor Bob Hudson

Pledge of Allegiance led by DVFA PP Warren F. Jones

Roll Call of Officers – Executive Secretary

- [X] Kevin L. Wilson, 45, President
- [X] William F. Tobin, 89, 1st Vice President
- [X] Charles W. Frampton, 11, 2nd Vice President
- [X] James L. Cabbage, Jr., 45, Executive Secretary
- [X] J. Allen Metheny, Jr., 51, Treasurer
- [X] Richard Perillo, Sr., 11, New Castle County Director
- [X] David Snell, 56, Kent County Director
- [X] Biff Lee, 81, Sussex County Director
- [X] Ronald H. Marvel, 87, Past President - Director
- [X] Leslie McCourt, 2 & 21, Director, New Castle County
- [X] Charles H. Boyer, 46, Director, Kent County
- [X] Richard Toulson, 87, Director, Sussex County

Guests

Report of the Delaware Burn Camp – Joanne Hutchinson thanked those that were supportive. Stated there were 6 in attendance for 6 packed day of activities. Next session is scheduled for August 2010. Any child ages 6-18 that qualify please refer to her. She has a flyer of financial info for those interested, please contact her.

Presentation to DVFA Recording Secretary Janice Yerkes: A resolution and gift for her 26 years of service to the DVFA was presented by President Wilson and Executive Secretary Cabbage.

Presentation from Mrs. Jan Monihan: She presented to the DVFA Archives Committee a Japanese fire coat and helmet that was presented to her late husband James E. Monihan Sr.

Dan Carrier and Jackie Guzzo of Hockessin Fire Company made a presentation to the Foundation for a scholarship in honor of Camella and Lou Amabili in the amount of 4,000.00

Report of Officers

President Wilson Many members of the Delaware Fire Service have been invited to attend Vice Presidents reception in DC. The DVFA did not have any input on the guest list. A request was made by the Office of the Vice President for E-mail address of persons, but no reason was provided that request was made on Wednesday of Thanksgiving week at 1400 hours with a 1600 hour deadline. The DVFA did not get a copy of a guest list after requesting one several times; we were advised because of security reasons. Several rumors that the DVFA has a list and will not share with anyone is not true as it would have made things much simpler if we had a list. This event is not like the one held by Senator Biden at the various locations in Delaware and the last few years at the Volunteer Hose Company in Middletown. The DVFA did not provide the guest list for those events, however it was no problem to call Kevin Smith and be invited to the reception. We received many calls and emails complaining that they were not invited, the invites came from the Office of the Vice President, not the DVFA.

Meeting with the Governor took place on November 24, 2009 for approximately 1 hour. A powerpoint was provided to review many items including, Revolving Loan, Move Over law, Memorial signs, unfunded mandates, scholarships ie: DE National Guard, and to ensure that the Fire Commission, Fire School, and Fire Marshal are funded properly.

Also met with the staff of Senator Carper, Kauffman and Rep Castle on December 8, 2009. Talked about the federal grant programs; getting the funding back to a higher level and gave them briefing on the financial issues we are facing as it relates to the Delaware Fire Service. Talked about unfunded mandates, the states special ops teams and funding for them.

First Vice President Tobin reported the website committee will be meeting in January, and the Governmental affairs committee will not be meeting on Tuesday December 15th, but would instead be meeting in January. He then wished everyone a very Happy Holiday

Second Vice President Frampton Stated there will be 3 meetings in January for Voter Registration Committee, January 13th at Minquadale, January 20th and an undetermined site in Kent County. He then wished everyone a Happy and Safe Holiday

Treasurer Metheny;

FELLOW OFFICERS, DELEGATES, ALTERNATES, MEMBERS, AND GUESTS

It gives me great pleasure to present the attached Treasurer's Report for the period September 13, 2009 through December 11, 2009. This report includes both the DVFA Operations and the Conference Accounts.

All of you should have received your pension training and Estimated Bill by now. Remember all of your paperwork and money is due to me by February 5, 2010 or face a \$100.00 per day penalty if it is late.

If anyone has any questions, please see me. On behalf of Barbara and myself, have a Merry Christmas and a Happy and Safe New Year.

Executive Secretary Cubbage has prepared and carried out the required duties and functions of the office since the last Executive Committee Meeting.

I have attended a Meetings with Governor Markell, Dr. Rattay, Director of Public Health, meetings with the Governors Staff and numerous meetings with other state agency officials and Elected Officials, SFPC meeting, Three DVFA Officer's meetings, two 800 MHz meetings, two Homeland Security Meetings, two DEMSOC Meetings, SERC meeting, two SIEC Meetings, NIMS meeting, two Governmental Affairs Comm. meetings, Rescue Billing Meeting, , two County Fireman's Assoc Meetings, DSFCA Meeting, DVFA Foundation Meeting and two CFSI Meetings.

I also attended the viewing for President Donny Mitchell, Rehoboth; National Fallen Firefighter's Memorial Service in Emmitsburg, MD where Firefighter Michelle Smith was honored, & NVFC Fall Board Meeting in Coralville, Iowa. I also attended the IAAI Mid Year Board Meeting in New Orleans at no cost to the DVFA.

During the months of September, October and November the position devoted 508.5 hours and traveled 1627 miles to support the Association; I was off on sick leave for 54.5 hours.

A motion was made by Executive Secretary Cubbage to accept the Officers Reports and spread them upon the minutes, seconded by PP Jasper Lakey, Motion Carried

Delaware Fire Service News – Warren F. Jones advised that the new addition would be printed and distributed before Christmas.

Committee Reports

1. State Fire Prevention Commission – David J. Roberts recognized the commissioners that were present and reported on Fire Fighter standards and Title 16. Title 16 has been a challenge. The Draft is not completed and will be coming out very soon. They are also looking to do a total rewrite, which should also be released soon. Their next meeting will be on Tuesday December 15, everyone is welcome to attend. Wished everyone a Merry Christmas.

He further stated on January 18 there will meetings in all three counties to make presentations for drafts. April 15th will be the time for comments and questions as they are looking for a lot of input. Doing this will allow them to be as fair and consistent as possible. In the past Perceptions in each county were already made and were untrue. They are hoping by doing all meetings at the same time everyone will be given the same

information with the same responses to questions and comments to be e-mailed or faxed. All answers to questions and comments will go through the committee and you will be notified by e-mail.

2. Advisory to State Fire Marshal – Grover Ingle then reported they met with the International Code Council. And the 2012 residential code met in October. The Fire Service showed up and was in great strength. The committee voted to keep the residential sprinkler code 7-4 vote. He also reported there have been 6 in the state. Please have a happy and safe holiday?
3. Advisory to DSFS – Robert P. Newman reported
 - A. year end program report 2009
 - Overall program student attendance is up in Fire Programs.
 - EMS program attendance has also increased
 - Industrial program numbers have decreased and are expect to continue to decrease.
 - B. Construction has started on the Fire Extinguisher filling/storage building, located at the drafting pad near the extinguisher pad.
 - C. FY10 Budget and the impact of the closing of Valero
 - D. New Programs for 2010- Announcements to go out with the DSFS News.
 - Regional Vehicle Rescue to be held at the New Castle and Sussex Centers
 - Hazardous Materials Response Skills at Sussex and New Castle Divisions
 - On Scene Transportation Management
 - Responding to Hybrid Vehicle Incidents
 - Recently revised NFA “Health and Safety Officer” course
 - Addition of more EMS Programs and EVO Classes
 - E. Officer Seminar- All elected and appointed Officers- January 16, 2010
 - Review of DSFS procedures and new programs
 - Presentation on combination / Volunteer Companies
 - F. Understanding ISO-Presented by IAFC at the Dover Center February 20, 2010
 - G. Merry Christmas and Happy Holidays from the staff at the Fire School.
4. DVFA Pension Advisory – Frank King reported 5 of 6 members attended last meeting. He asked that the committee be put on the e-mail list. Stated the DVFA Pension Advisory did not know the meetings were taking place until a few months later. Added that the Deadline is Feb 5th to Allen Metheny.
5. FEMA Grant (Wake up De) – Tom Mitten reported during the last grant cycle they did not receive a grant. For the current grant cycle they are still waiting to hear if they have received one. This program has been 8 years in the running. There are still some smoke detectors on hand however no batteries in stock. He then thanked everyone involved with this committee.
6. Life Safety – Guy Hudson stated the Fire Prevention awards program has been moved to January 17, 2010 at 2pm at the Cheswold Fire Company. This will be a luncheon. If

interested please contact him. Invitations are being sent to the winners, their teachers and the Fire Company Chief and President of the winners. If you are interested in attending please let him know by January 1st for a number count. Also the deadline for matching funds request needs to be in by January 31st.

7. Recruitment – Donna Bennett and Jill Graham- presented their new newsletter that was distributed and informed all it would be added to the DVFA Website.
8. Retention – Therese Flowers reported there were 245 surveys and graphs showing what they have been able to pull out of the survey results. They will be meeting again in January. A question was asked if there would be a way to contact those that left in the last 10 years to survey them also. They believe this would be possible with the help of the companies. They are also looking into demographics, culture and volunteer trends.
9. Scholarship – Robert Powell thanked Hockessin for their donation for the scholarship. Informed everyone that packets will not be mailed out this year. Applications are available online and are due by March 31st. The committee will be meeting in April to determine the winners. A recommendation was made to move the program back to opening ceremonies as they are looking to meet with the conference committee to set up a plan.
10. Charitable Gaming – Rod O’Neal reported there have been some problems brought to the attention of the gaming board. 3rd Party vendors playing until 3 or 4 am. Rules state when one can be held and at least 1 member must be present during all games. There was also a concern about the max amount of funds someone can lose. Please play by the rules!! You can and will be prosecuted. We follow the law! Please follow the law as the DVFA is not responsible if you get caught violating the law.
11. Conference Re-Organization - Ed Barlow Reported the committee has already met twice and has a third meeting planned. There are a few recommendations and will have a full report by March 1st for the March Executive meeting

Recognition of Past Presidents – 1st Vice President Tobin asked that all Past Presidents stand and be recognized. A round of applause was given.

Affiliated Organizations/ Agency Representatives

Ladies’ Auxiliary-Lorraine Madden, President introduced all officers that were present. 1st Vice President Janice Marvel, 2nd Vice President Mary Ann Krystopolski, Secretary Jane Williams, Treasurer Kim Figgs, Assistant Treasurer Lois Pearson. Also recognized all LADVFA Past Presidents and thanked all LADVFA members who are currently serving on DVFA Committees. She then wished everyone a very Happy Holiday.

State Ambulance Association- P. J. Gosch, President asked all DSAA Past Presidents stand and be recognized, and thanked them for their continued support. She then introduced her officers that were also in attendance. 1st Vice President Bob Jones, Secretary Mike McMichael, and Treasurer Dave Dixon. Approximately 650 attend the H1N1 Clinic. The National Registry is currently looking at possibly changing their name & the total online renewal & reducing the # of con ed hours, a couple years in the future. Their next meeting will be January 28 at Cranston Heights with the State Chiefs. She then wished everyone a Happy and Safe Holiday Season.

DVFA Foundation-Steve Austin, Chairman stated they will be receiving a grant check on Wednesday from the Mid Del Charitable Foundation to be used for scholarships

National Volunteer Fire Council- J. Allen Metheny, Jr., Delegate Stated the AFG –Safer Grant was reauthorized and an agreement had been reached between all fire service organizations.

Communications

The following (19) Nineteen communications were received and are summarized by the Executive Secretary:

- Letter from the Kent County Firemen’s Association stating their concerns in regards to funding cuts from the State of Delaware
- Letter from the Sussex County Volunteer Firemen’s Association and the Sussex County Fire Chief’s Association in regards to Operational Control of the Ambulance service be given back to the State Fire Prevention Commission
- Copy of a letter from Gary W. Alderson requesting that the Position of Safety Officer be added to the Blue Light Legislation
- Letter the Kent County Department of Finance in regards to the Community Service Grant applications
- Copy of a letter from the Mid-Del Charitable Foundation to the DVFA Foundation advising them they have been selected as an awarded recipient for a grant. Grant to be awarded December 16, 2009.
- Thank You Letter from the Thurman Adams, Jr. Agricultural Scholarship for our Donation
- Invitation to the Cheswold Volunteer Fire Company Banquet on December 11, 2009

- Letter from Senator Colin R. Bonini advising that he voted against the Grant In Aid Bill last year due in large part to cuts that the fire service incurred.
- Letter from John A Yedinark in regards to a LODD death in the City of Wilmington
- Letter from the Wachovia Bank advising that we had received a \$1,000 Community Service Grant
- Invitation to the LADVA Executive Committee Meeting on November 2, 2009 at Camden-Wyoming
- Thank You Letter from Mike McMichael on being named Conference Co-Chairman
- Thank you letter from Indian River State College in regards to the Scholarship Of Eric Houvinen, Jr.
- Request for donations from the Jefferson County (Kansas) Firefighters Association requesting donations of T-Shirts
- Copy of the Burn Foundation news letter
- Two Thank you notes
- Two Christmas Cards

A motion was made by Executive Secretary Cabbage to accept the above communications seconded by PP Jasper Lakey, Motion carried

OLD BUSINESS

None Reported

NEW BUSINESS

Steve Austin, PP stated the importance of the AFG raised funding that supports Wake Up Delaware and Fire Company Assistance Grants. We need to get started very early as the President is currently setting up the budget.

Motion by PP Austin to send a letter to VP Biden requesting that \$565 million be restored to the budget bringing the funding up to previous years funding levels. Seconded by PP Larry Mergenthaler, Motion Carried

A motion was made by Tom DiCristafaro, 13 to go back to the Feb 15th due date for the pension deadline. Seconded by Mark Gott, 20.

Allen Metheny then reported the reason for the change in the date as he would not be in the country and needed to be able to prepare the paperwork before the Deadline he was given.

An Amended motion was then made by Tom DiCristafar, 13 to change the Pension deadline date to February 12th. Seconded by Mark Gott, 20. Motion Carried

Bob Sutton offered his services to Kent and Sussex counties for billboard information on the Move Over Law.

PAYMENT OF BILLS

Treasurer Metheny read bills.

DVFA BILLS TO BE
AUTHORIZED
ON SEPTEMBER 17, 2009
PERIOD SEPTEMBER 13, 2009 THRU DECEMBER 11, 2009

| <u>Name</u> | <u>Memo</u> | <u>Amount</u> |
|---------------------------|-------------------------------|----------------------|
| KIMBERLY O'MALLEY | SHIPPING DVD'S | -41.11 |
| VERIZON | FIRE LINE | -34.91 |
| SELECTIVE INSURANCE | BOND INSURANCE | -297.00 |
| JILL GRAHAM | AUGUST CONTRACT WORK | -143.75 |
| JAMES L. CUBBAGE JR. | P/R AUGUST | -3,195.91 |
| MELISSA KISER | P/R 08-31-09 - 09-12-09 | -1,037.42 |
| AT & T | SEPTEMBER BILL | -24.08 |
| WILMINGTON TRUST CO. VISA | VISA PAYMENT | -433.90 |
| JEN-MOR FLOREST FLOWERS | WREATH-CONFERENCE | -52.99 |
| PORT PENN FIRE CO | REFUND-DUES OVERPAYMENT | -4,000.00 |
| GOODEN'S FLORAL SHOP | MONIHAN ARRANGEMENT | -100.00 |
| CANNON FINANCIAL SERVICES | COPIER SERVICE - INV. 9261185 | -259.51 |
| TELEPHONE TRANSFER | | -120,000.00 |
| DAVID L. BONAR | SERVICES JUL, AUG, SEPT 09 | -1,500.00 |
| VERNON INGRAM | OCT, NOV, DEC 09 RENT | -1,425.00 |
| VERIZON | FIRE LINE | -40.01 |
| VERIZON | OFFICE PHONE | -228.13 |
| COMCAST CABLEVISION | OCT. SERVICE | -89.00 |
| M.R. KISER | SEPT. CLEANING | -75.00 |

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|------------------------------------|-------------------------------|--------------------|
| WILMINGTON TRUST CO.-TAXES | FED. TAXES - SEPTEMBER | -1,892.69 |
| M & M TROPHIES | SCHOLARSHIP AWARDS/BADGES | -267.01 |
| MELISSA KISER | P/R 09-14-09 - 09-25-09 | -1,156.86 |
| GOODEN'S FLORAL SHOP | ENNIS ARRANGEMENT | -60.00 |
| JAMES L. CUBBAGE,JR. | REIMBURSEMENT - EXPENSES | -291.05 |
| JAMES L. CUBBAGE JR. | P/R SEPTEMBER | -3,195.91 |
| JILL GRAHAM | SEPTEMBER CONTRACT WORK | -318.75 |
| MELISSA KISER | P/R 09-28-09 - 10-09-09 | -1,005.35 |
| DIVISION OF REVENUE | P/R TAXES JUL - SEP 09 | -781.43 |
| DOVER POST | FIRE CORP ADS - INV. 152321 | -622.40 |
| ROGERS GRAPHICS, INC. | INV. 26511 | -85.00 |
| DUCK CREEK PRINTING | BUSINESS CARDS 5 SETS | -390.00 |
| AT & T | OCTOBER BILL | -25.61 |
| CANNON FINANCIAL SERVICES | COPIER SERVICE - INV. 9335705 | -259.51 |
| VERIZON | OFFICE PHONE | -198.94 |
| MELISSA KISER | P/R 10-12-09 - 10-23-09 | -750.35 |
| WILMINGTON TRUST CO. TAXES | TAXES OCTOBER | -2,174.35 |
| WILMINGTON TRUST CO. VISA | VISA PAYMENT | -1,722.73 |
| COMCAST CABLEVISION | NOV. SERVICE | -89.00 |
| DOVER POST | FIRE CORP ADS - INV. 152321 | -2,353.80 |
| VERIZON | AIR CARD | -40.01 |
| M.R. KISER | OCT. CLEANING | -100.00 |
| JAMES L. CUBBAGE,JR. | REIMBURSEMENT - EXPENSES | -339.43 |
| CHARLES FRAMPTON | REIMB. VOLUNTEERISM MTG | -50.00 |
| GLENN LUEDTKE | REIMB. FOR AMBULANCE SAFETY | |
| MELISSA KISER | MTG | -287.02 |
| JAMES L. CUBBAGE JR. | P/R 10-26-09 - 11-06-09 | -1,000.35 |
| JILL GRAHAM | P/R OCTOBER | -3,195.91 |
| M.R. KISER | OCTOBER CONTRACT WORK | -225.00 |
| RAYMOND T. STEVENS | NOV. CLEANING | -100.00 |
| CANNON BUSINESS SOLUTIONS, INC | REIMB. CHART PAPER | -40.79 |
| MELISSA KISER | INV. NO. 9409683 | -259.51 |
| WILMINGTON TRUST CO. VISA | P/R 11-09-09 - 11-20-09 | -1,000.35 |
| WILMINGTON TRUST CO. TAXES | VISA PAYMENT | -976.85 |
| STATE OF DELAWARE | TAXES NOVEMBER | -1,867.33 |
| VERIZON | NOTARY PUBLIC RENEWAL FEE | -60.00 |
| COMCAST CABLEVISION | OFFICE PHONE | -196.82 |
| NATIONAL VOLUNTEER FIRE COUNCIL | DEC. SERVICE | -89.00 |
| DOVER POST | CY 2010 DUES | -500.00 |
| JAMES L. CUBBAGE,JR. | FIRE CORP ADS - INV. 152321 | -1,735.40 |
| VERIZON | REIMBURSEMENT - EXPENSES | -360.40 |
| JOR-LIN TOUR AND CHARTER | AIR CARD | -40.01 |
| MELISSA KISER | VP BIDEN TRIP | -729.00 |
| AT & T | P/R 11-23-09 - 12-04-09 | -1,000.35 |
| | NOV/DEC BILL | -48.65 |
| | | <u>-164,860.64</u> |
| Total Operating | | <u>-164,860.64</u> |

Director Dave Snell made a motion to pay the bills seconded by Director Rich Toulson, motion carried.

GOOD OF THE ASSOCIATION

Dennis Godek stated in the best interest & good of the association the DVFA determine how the invitation list to Vice President Reception was generated.

Jasper Lakey thanked everyone for their support in the Michelle Smith court case, and also thanked the DVFA for all their help.

ADJOURNMENT

It was regularly moved by Ken Steele, 44 and seconded by PP Raymond Stevens that the December Executive Committee Meeting be adjourned. Motion Carried.

Pastor Bob Hudson offered the Benediction

The meeting was adjourned at 10:55 am

**Respectfully submitted,
Melissa R. Kiser
Melissa R. Kiser
Corresponding Secretary**

I hereby attest that this a true copy of the proceedings of the Delaware Volunteer Firemen's Association Executive Committee Meeting held on December 13, 2009.

**Attest: *James L. Cabbage, Jr.*
James L. Cabbage, Jr.
Executive Secretary**