**DVFA Officer’s Meeting Minutes**

February 28, 2018

Frederica Fire Company

President Perillo welcomed the attendees and started the meeting at 1838 hours.

He thanked the Frederica Ladies Auxiliary for the meal.

**Association Reports:**

LADVFA: 1st Vice President Penny Gentry, informed everyone the President Warner was still recovering and was unable to attend. Penny brought the officers greetings from the LADVFA

DSFCA: President David Hall said all was well with the State Chiefs

DSFPA: President Cheryl Kelly, absent

DSEMSA: President Amy Yonko, thanked the officers for the invitation, reported on the protocol committee selection process. She also talked about other EMS issues including the attendance at DSEMSA meetings. She is thinking about taking the meeting to the members via internet, since a number of them cannot attend.

**Reports:**

President Perillo Report:

Good evening Ladies and Gentlemen, thank you all for taking the time out of you schedule to attend this meeting.

I would like to thank Bill, Jay and Warren for taking my place and doing everything they did while I was out sick. Many have told me that you all had represented the Delaware State Fire Service well at the Joint Finance Committee Meeting. I was not able to attend 2 fire company Awards Dinners, the Joint Finance Committee Meeting , the Commission Meeting, the DEMSOC meeting and some County Meetings due to being sick. We are fortunate to have good Officer's and this applies to our Executive Manager too. They all continued and represented our Association and I can't thank you all enough.

As you all know we now have a new Accountant. Mr. Kook of Bumpers and Company isn't anything like our old accounting firm In the past the Officer's that had received a stipend from this Association had not received a 1099. Those days are long gone, every Officer that had received a stipend in 2016 has received a 1099. This will continue as long as you retain this accounting firm. I am not demeaning our previous accounting firm, I have no reason to do so. I can say that since I have dealt with Mr. Kook he has given our Association many recommendations to propel our Association forward and to give us the necessary documentation we need to appease the IRS. He has recommended that we adopt the following policies:

Document Retention/Destruction Policy (3) Page Document

Whistleblower Policy (2) Page Document

Gift Policy and Disclosure Form {1 Page Document

Conflict of Interest Disclosure Statement (3) Page Document

I believe everyone had these to review prior to this meeting? Is there a motion to accept these policies? This will be sent to the member companies so they are aware they will be asked to vote on this at the March 11th Executive Meeting.

After having numerous discussions with our accountant Mr. Kook, I have asked our Executive Manager to keep a travel log for the Associations vehicle. This is due to the IRS rules. Mr. Kook has said that Warren can be charged for the mileage from his home to the Dover office. As you are aware this can add up to be a great deal of money. I have the feeling that in the future the Executive Manager will have to produce record a for travel on the Associations vehicle. If this isn't done that person can and will be charged for the use of said vehicle. I have heard this could be around $5,000.00 a year as in a benefit and yes that would be considered taxable income.

I have asked Treasurer Pyott to have our Assistant Treasurer Terry Whitman to do the reconciliation of our accounts. Per good accounting procedures, the person that cuts the checks should not, will not reconcile said accounts. This is nothing personal towards Mr. Pyott. I can’t thank him enough for taking on this task having a little bit of knowledge knowing what he has gone through to get everything back in order.

Speaking of order, I do not know what we are going to do with the funds we currently have from the overpayments in the pensions funds. Per our accountant, we must reimburse the member companies. I will once again ask the Fire Company Presidents to have their Treasurers forward to us their past years payments and copies of their pension invoices. I know Treasurer Pyott had set up a non-interest-bearing account for the pension funds. This will help for this year and future years.

We need to discuss, create a travel expense and credit card policy. Know the budget and finance committee created these for us but I know that we do not need a travel policy they created. The Officer's do not use the Associations vehicle, we normally have the use of our fire departments vehicle.

We have budgeted $7,500.00 to purchase smoke detectors. With your permission I would like to add the $2,500.00 our Association received from WJBR/WDEL for their sponsorship and sale of the 2016 Firefighter's Calenderers. This would give us $10,000.00 to purchase smoke detectors for the member companies.

Is there a motion to accept? This too will be sent to the member companies so they know they will be asked to vote on this at the March 11th Executive Meeting.

We need to discuss the AT&T First Net proposal to the DVFA and the Delaware State Fire Service. Does everyone have a copy of this proposal with the price plan?

What are your thoughts on this topic? Once again, whatever you decide will be sent to the member companies so they can make an informed decision on this.

I know Mr. Steele or Charles Frampton, Jr. will give us a presentation on the conference site selection performed by their committee. You will be given some choices. I would like to add one more choice to this. Once you hear their comments you will be asked to make a choice between two venues. Would like for a third choice for the membership, this choice would be NONE. I do not believe we have the right to tell our membership what to do. All we have the right to do is give them the correct information so they can make an informed decision. Once you hear what they have to say you may understand what I am saying? Then again maybe not?

Chief Kelly and his committee with the Sprinklers Committee have asked that we review the committee's proposal. They would like for us to approve this so this can be brought up at our March 11th Executive Meeting. I had asked Chief Kelly if our Fire Marshal supports this proposal, he said he does. What are your thoughts on this topic? This too will be sent to the membership prior to the Executive meeting.

The DVFA Symposium, do we have one prior to the conference or do we include this with this year's conference, your thoughts? We will ask our membership this question at our March Executive meeting too, yes this will also be sent out prior to the Executive meeting.

We need to discuss the Nation Volunteer Fire Council proposal of our continued support and our memberships joining this organization. Chief Quinn will be attending our Executive meeting, speaking on behalf of that organization. Speaking of this organization, Ken McMahon has resigned his position representing our Association on. If you remember we originally had two members attending these meetings. We are suggesting that we have a Delegate and an Alternate but only one of these people may attend these meetings. Their next meeting is on Baltimore right after the CFSI dinner. Mr. McMahon will attend this last meeting on our behalf. He would like to take and introduce our new person when he attends this meeting. Iam sorry to inform you, that decision has not been made at this time. Once this has been made, you all will be notified.

Sometime ago I had emailed every Committee Chairperson we had an email for asking that person to contact their respective committee, explaining to their committee what their mission was, when they were going to meet and what they were going to do. Sadly, some of these chairpersons have not reached out to their committees. If you as the chairperson of your committee no longer wishes to chair this committee please let us know so we can find someone else that wants to do this. I fully understand that some of our committees meet prior to our Executive meeting but others may need to be more active. I never did care for, as I call them, the chair committees. You must know what I am speaking about. When you come in to the Executive meeting you see the committee lists on the chairs for the committee member to sign. If that is what some of our committees have become, do we truly need them?

At the December 10th Executive meeting and after that the President's had received an email from the DVFA asking what your companies debt is? We, your DVFA Officer's wanted to use this information at the Joint Finance Committee Meeting to show our State Legislators, yes collectively their Fire Service may have had $92 or $94 million dollars in reserves but we also had X amount of dollars in debt. Sadly, only some of you had replied. We cannot help you if you won't take the time to help us help you. I don't know what some of the companies are afraid of by giving us these numbers, we are not here to hurt you in any way, we only are here to help you in any way we can. Being the President of a Volunteer/Combo nation Fire Company I too know the difficulties of doing the paperwork everyone asks of us. But I will ask you, the Presidents, please help us help you in the future.

As of this date we have not received an invoice from the Tax Attorney Tim Snyder's firm. As I had mentioned at our December Executive meeting our Attorney Bill Preston stated that this will be more than we originally approved. Once we receive this invoice, we will let you all know the cost for these services.

We still haven't heard anything from our Federal Legislators on the IRS issue regarding our halls. Please contact your companies' attorney and accountant to see what they feel is the proper thing for your department. We haven't given up, we are still trying to get answers from our Federal Legislators.

\*I have spoken to President Lynn Warner about the DVFA & DVFALA logo and items to purchase for the upcoming conference. Since I just received the invoices from the vendor we had purchased from last year we can now get prices from the two different vendors we are looking at. Madam President likes the green maltase cross, does anyone know what year this from and do we have this on file, computerized?

We are looking to purchase men's sizes tee shirts, all sizes, these will be silk screened on the left breast side, no pocket, sweat shirts in men's sizes, all sizes, do want these to be silk screened or embroidered? Do you want golf and long sleeve shirts embroidered too? We will see the minimum number of mugs we have to purchase so we are not left with cases of these. I had hoped to include the Conference Committee in the decision making of this but I wasn’t successful. As I was told this is due to not having anything to show anyone. I strongly believe that everyone should be involved and be making these decisions, it should not be one person that does this for the Association on is not one person.

\*I am not wanting to embarrass anyone with my next two questions, have the DVFA Director's had an opportunity to work on the DVFA President's Handbook? Have the County President have an opportunity to work on the Fire Company President's Handbook? If not, would you all please start this project soon?

Past President Joe Zeroles has a by-law change to bring up. This will be sent to the member companies prior to the Conference. Is this the only time we can bring up by-law changes?

My travel and mileage will be submitted on a separate sheet.

Does anyone have any questions to me? As I have said in the past, on behalf of your DVFA Officer's, I thank you all for what you continue to do.

Respectfully submitted,

Richard T. Perillo

President DVFA

2017-2018

Vice President: Bill Betts



2nd Vice President: Jay Jones: Thanks for the recognition, keep it moving

Secretary: Elmer Steele, excused

Treasurer: George Pyott: George reported that he will not be at the Executive Meeting, he will be in Georgia attending his Grand Daughter’s wedding. Also he and the Executive Manager will be transferring the pension money tomorrow and they need some direction on how to handle the pension fine money.

Asst. Treasurer: Terry Whitham: Reported he has complete the 2018 Conference Budget

Delaware State Fire Prevention Commission Vice Chairman: Ron Marvel: thanks for the recognition, nothing to report.

Conference Chairman: Charles Frampton: Reported on the Site Selection Committee’s report.

DVFA Foundation: Steve Austin *written report as follows:* I will not be in attendance at the March Executive Meeting as I will still be in Florida

Foundation- We are prepared to seat Isaac J. Willis and Ron O’Neal at the next meeting in May having been duly appointed by Kent and Sussex County respectively and vote affirmative by the Foundation Directors. As recommended by the auditors we have adopted a Whistle Blowers and Conflict of Interest Policies. We will be holding an election for Treasurer at the next meeting to replace the retiring Ray Stevens.

Future Radio System(s)- Co chair Tobin and I have been very active in monitoring all activity regarding First Net and the AT&T marketing efforts. We have no recommendations at this point expect to continue to monitor the situation. Jim Goldstein has been very helpful. It is our understanding that DVFA representatives attend the meetings hosted by State Communications but up to this point decisions seem to be made prior to the open meetings.

Out of State Coordinator- The first event of the year is the CVVFA Meeting in Emmitsburg MD the full weekend of April. I will be in attendance

Mutual Relief: Steve White: Reported they had a good meeting in Memorial and will have some new policies upcoming.

Director Past President: Joe Zeroles: Reported on a bylaws change that will be presented at the Executive Meeting. The change is to Article II, Section 2 of the by-laws.

Director: Ken Ryder, excused

Acting Director: Mike Brittingham: Discussed some of the Kent County Issues.

Director: Dan Carrier: No Report

Director: David Majewski, Absent

Director: Ron O’Neal: Asked about the symposium at this year’s conference.

Director: Terry Jester: Reported on some items happening in the Sussex County Firefighters Association. “truck on brother”

Executive Manager: Warren Jones

SB147: Reported on SB147, the immunity for public safety personnel bill. That he had a question on some wording in the current bill. He spoke with Senator Delcollo and received answers to his questions.

EMT License Plates: Report that there is a probably bill coming up for EMT License plates.

Text 911: Report that starting tomorrow, March 1, 2018, you will be able to test 911.

Cancer Presumption: Reported on the Cancer Presumption Bill by Senator Poore. He has met with Senator Poore and her staff and is working with them on the bill.

He did end with if we expect to have this legislation pass we will need heavy support from the fire service.

**Voting on items:**

**Site Selection**: Motion by Director Zeroles, Second by Director Jester to recommend to go with Dover Downs for the next three years. Motion passed.

**First Net, AT&T**: Motion by Director Carrier, Second by Director Jester to recommend First Net A T & T proposal, Motion passed

**Policies**

Documentation Policy

Conflict of Interest

Conflict of Interest Disclosure Motion by Director Carrier, second by Acting Director Brittingham to

Gift Policy approve all the policies, Motion passed

Whistleblower

**NVFC Membership:** Motion by Acting Director Brittingham, second by Director Carrier to renew our membership in the NVFC, Motion passed

**Symposium:** Motion by Director Jester, second by Vice President Jones to look into bringing national speakers to make presentations during our conference.

**Sprinkler Committee letter:** Motion by Acting Director Brittingham, second by Director Jester to support the letter presented by William Kelly of the Sprinkler Committee, Motion passed

Motion by Director Jester, second by Acting Director Brittingham to support President Perillo’s recommendation to use the money from the Firefighter Calendars for smoke detectors, Motion passed.

Motion by Director Jester, second by Director Zeroles to have all new fine money put in a special account and this money be used for smoke detectors.

Motion by Director Zeroles, second by Director Carrier to hold the dedication for the new firefighter’s monument in the afternoon after the June Executive Meeting, motion passed.

Meeting adjourned at 21:56 hours

Minutes prepared by Executive Manager, Warren Jones

Attest by President, Richard Perillo