

**Minutes – EDIAFC Conference Call September 12, 2004 - 7:00 P.M.**

**Present:** Cohan, Askenstedt, Walton, Gouty, Warrick, Watson,

**Absent:** Lowden, Stahl, Seavey, Chiaramonte, Pienkowski,

**Minutes:** The board received the minutes from the Board Meetings of 8/12/04.

There was a **motion to approve the minutes of the 8/12/04 Board meeting** by Gouty and a second by Walton. **Motion approved unanimously.** President Cohan reported that the audit was done at FRI by Jon Townley and the books were found to be in order and balanced.

**Minutes:** The minutes will be placed on the web site in the Board only folder page until approved by the board. There is now a library of minutes in that area. Conference and Board minutes will be in the open access library after approval. Remember that access to the board area is via the officers only page (user “officers” password “5states”) the board only page is (user “board” - password “eastern”) all passwords are case sensitive and you must use lower case.

**Secretary Treasurer Report:** The year opened with a balance of \$64,948.88. Income to date is 37,202.46, interest was \$36.92 and disbursements have been \$31,509.77. The new balance is \$70,678.49 as of 8/30/04. The Check book balanced on September 7, 2004. Dues are slightly ahead of projection for the year and conference income was about \$17,000.00 Expenses are about where projected for this time of year except for the conference which is \$10,000 over budget on the expense side. This however is offset by the income from the conference.

I moved \$1,250 to the President’s expense budget and decreased the newsletter budget by the same amount. Jim Seavey’s trips to NYSAFC and the GPO Meeting in Seattle had left Bernie without a budget. The GPO was unexpected when the budget was planned and both Jim and Bernie attended NY doubling our costs. All of the other budgets are okay as is.

**Conference Calls:** Remember the new conference call phone number is: **1-866-809-4014** and the code is **2730602**

Planned dates are: 9/12 10/24 11/14 12/12 all are Sunday at 7 PM.

The October date is Columbus Day Weekend. The Secretary is unavailable. There was a discussion of alternative dates.

The call was changed to 10/24/04 after the Denver SPM.

**Expenses:** The Secretary asked for Board approval of a better defined expenses structure. He clarified that the current mileage rate is \$0.365 per mile. Meal allowance is \$10.00 for breakfast, \$10.00 for lunch, and \$25.00 for dinner, with taxes and tips included in that amount The Secretary asked the Board to approve the following policies related to expenses.

1. Cap tips at a maximum of \$10.00 per day for all tips with the exception of tips provided for the hospitality room for extra services.
2. Assign a specific individual to authorize purchasing for the hospitality room at any conference to provide some level of control over expenses.
3. To fix the exact days that per diem is to cover for meals and specify any meals that are no covered because they are provided by a host.

Board expenses continue to be a major budget item and need to be better managed. There needs to be better accounting for officers expenses and a more consistent application of the rules to be fair to everyone. Board members have been submitting expenses in different formats which require judgement calls to evaluate. The policy should be 100% black and white to avoid any questions.

**Motion** by Gouty, second by Watson to adopt the expense policy as outlined above. **Approved Unanimous.**

Les questioned if the Division should pay for FRI Registration

**Daily Dispatch:** There has been very little input and cooperation thus far in getting the remaining states on line. PA has submitted their email list which is relatively small. DE has sent a partial. NJ has sent the career chiefs but not the state chiefs. Maryland has sent nothing. NY continues to update their lists and provide lots of info for the NY edition.

The dispatch has launched in Pennsylvania as our second state. We have a fairly good email list from our membership and from the Keystone Chiefs. It has also launched in New Jersey.

The Daily Dispatch was having a lot of difficulty with AOL and their spam filters. Many AOL users were not receiving it. We believe this has been resolved. There was also a problem in PA where duplicate copies were sent. That has been corrected. I spoke with Linda and they are getting many subscribers signing up in the states that have launched.

**Maryland:** We have received payment from MFCA for their sponsorship of the lunch and technical session in Evesham the check arrived 9/1/04. It is not reflected in the treasurer's report until next month.

**2005 EDIAFC Conference:** Bob Stahl has asked to discuss moving the date to May 14<sup>th</sup>. This would need to be changed by motion since it was passed by the board as a motion.

Bob explained the reasons for the change included avoiding a conflict with the IAFC Hazmat Conference, moving it away from NY's conference.

There was a **motion** by Warrick and a second by Watson to change the date for the 2005 EDIAFC Conference to May 14, 2005. The motion was approved unanimously.

President Cohan **appointed** William Jenaway as the conference chairman. He also appointed, Bob Stahl, and Mark Showmaker. Bill Askenstedt and Ted Lowden will assist as advisors.

**Logo and Banner:** I have seen the shop drawings for the logo and approved them. It is in the works. I sent Kevin Wilson pictures for the banner and it too is in progress.

**Russell Harting:** There was a request to make a presentation to Russell for his help at FRI running the hospitality room. There was a motion by Gouty and second by Watson to give Russell a comp registration for the Eastern Conference in King of Prussia including room, and a Division shirt. **The motion was approved unanimously.**

**Insurance:** We received a renewal notice for our annual insurance. The premium is \$910.00. We have received a \$571.00 reduction on the policy. The Secretary requested a motion to pay the bill. **Motion** by Watson and second by Gouty to pay \$910.00 for the annual insurance policy renewal to VFIS.

**Two Hatter Issue:** Apparently there has been some progress in that the threatened resolutions did not happen in Boston at the IAFF conference. Bob DiPoli also appears to be having successful relations with the IAFF so far. It does not appear there will be any meetings between the IAFF and VCOS until after the Presidential election in November. We suspected this and it would probably be very meaningless at this point. The IAFF has however confirmed their willingness to meet with VCOS. Bill Walton said Bob DiPoli was praised for his presentation at the IAFF conference in Boston.

**SPM in Denver:** It was confirmed that, Askenstedt, Cohan, Chiaramonte, Lowden, Miller, Assenheimer, Warrick and Marvel are attending. Seavey, Gouty, Stahl and Pienkowski are not. Watson is unknown. (We would like to finish the list. Please check with you state chiefs associations.)

#### **IAFC Report:**

Bill reported on the FLSS request for a Board seat on the IAFC BOD and they presented a report on how they will fund their board member.

Bill commented on the passing of Jim Page and said the IAFC will be well represented at the services.

Bill commented on the Safer funding and the issues involved. We need to support the legislation. Bill Askenstedt commented on how the Eastern Network worked very quickly to get the message out. Bill Walton commented on the watchful eye that is being kept on the percentage of the Safer funds that will be allocated to volunteer departments.

Bill Walton commented that the IAFC was now taking up the issue of the NFA and will be working to develop a common focus.

Bill Walton commented on the situation in Florida and the Member Alert on "Self Dispatch".

Bill mentioned that Larry Goroud may be a candidate for 2<sup>nd</sup> VP in 2006 or 2007.

Bernie commented on some letters that he has written related to the Consensus Plan, the Safer Act and a letter to Bob DiPoli praising his efforts as President.

**Five State Meeting:** Bernie reported that Garry Briese offered the IAFCHQ for the next Five State Meeting and the EDIAFC BOD Meeting. Bernie will check on November Dates and report back. Bill Askenstedt suggested that we consider a full day on Saturday and a half day on Sunday to allow enough time.