



## Quarterly Board of Directors Meeting Agenda

March 13, 2021

Noon Eastern; 11:00am Central; 10:00am Mountain; 9:00am Pacific

(email [jeanne@naefo.org](mailto:jeanne@naefo.org) to participate via video conference)

1. Establishment of Quorum and Regrets
  - Candy McCullough, President
  - Robert Skaggs, Vice President and Past President
  - David Burnett, Secretary and Oregon State Director
  - Ken Schmalbeck, Treasurer and Missouri State Director
  - Bruce Suenram, Montana State Director
  - Cliff Avery, Texas State Director
  - Gerry Gustafson, Washington State Director
  - Orlanda Smith, Individual Director At-Large
2. Call to Order
3. Recognition of Administration Staff and Guests Present
  - Monte Olsen, Executive Director
  - Jeanne Ernst, Administrative Assistant
4. Approval of Minutes from December 12, 2020 Meeting
5. Remarks and Reports
  - Candy McCullough, President
  - Monte Olsen, Executive Director
  - Jeanne Ernst, Administrative Assistant
    - Year-to-date financial report
6. Remarks in Addition to Reports at Membership Meeting
  - State of Missouri, Ken Schmalbeck
  - State of Montana, Bruce Suenram
  - State of Texas, Cliff Avery
  - State of Oregon, David Burnett
  - State of Washington, Gerry Gustafson
  - Additional States, Orlanda Smith and anyone from any other states present

7. Unfinished Business

- a. How to welcome new members
  - i. Individual members
  - ii. State association members
- b. Review of Administrative Policies
  - i. [Credentials Policy #4](#)
  - ii. [Protection of Records Policy #6](#)
  - iii. [Event Cancellation Policy #8](#)
  - iv. [Website Privacy Policy](#)

8. New Business

- a. None

9. Standing Committee Reports

- a. Bylaws, Chair Ken Schmalbeck
  - i. Proposal to amend Section 1 of Article II by:
    - 1. Replacing “four (4)” with “five (5)”; and
    - 2. Adding a new subsection e:  
Honorary Membership. Any individual who renders distinguished service to emergency services of the United States of America or to the Corporation may be designated by the Board of Directors as an Honorary Member without payment of dues. The Honorary Member shall be entitled to such privileges, except holding of elective office or voting, as the Board of Directors may determine.
- b. Communication, Chair Bill Eckroth
  - i. New website!
  - ii. Facebook page updates
  - iii. Tri-fold brochures and banners for conferences
- c. Conference and Education, Chair Candy McCullough with support from Mark Kreutzer
  - i. Webinars (see NAEFO webinar web page: [www.naefo.org/webinars](http://www.naefo.org/webinars))
  - ii. Conference Dates September 20<sup>th</sup>-21<sup>st</sup>, 2021
- d. Legislative, Chair David Burnett
  - i. COVID-19 Relief legislation update
  - ii. [Current Federal Legislation](#)
- e. Membership, Chair vacant
- f. Sponsorships, Chair Candy McCullough

10. Announcements

- a. International Association of Fire Chief's Community Risk Reduction Leadership Conference, May 25<sup>th</sup>-27<sup>th</sup>, 2021

11. Date and Time of Next Meeting

- a. Next Quarterly Meeting: June \_\_\_\_\_, 2021 at Noon Eastern; 11 am Central; 10am Mountain; 9:00 am Pacific

12. Review of Action Items, Jeanne Ernst, Administrative Assistant

13. Adjournment