

September 16-17, 2019

Las Vegas, Nevada
Clark County Fire Training Academy

Welcome!



Commissioner and
Chair of the Vashon
Fire & Rescue in
Washington State

NAEFO President Candy McCullough



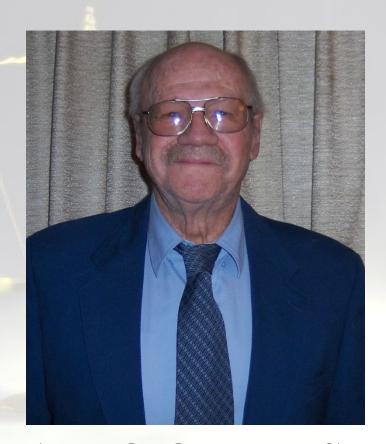
Commissioner for Central Pierce Fire & Rescue in Washington State

NAEFO Vice President Bill Eckroth



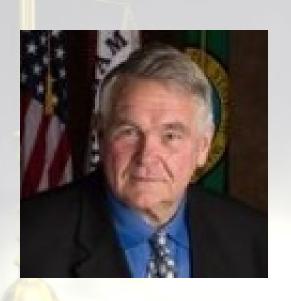
Commissioner of
Benton County Fire
Protection District #2
in Washington State

NAEFO Secretary/ Treasurer Barry Orth



NAEFO Oregon State
Director David
Burnett

At Large member on Chiloquin Fire & Recue Board of Directors & Director on Oregon Fire District Directors Association Board of Directors



Commissioner & Chair of Graham Fire & Rescue

NAEFO Washington
State Director Gerry
W. Gustafson



NAEFO Director-At-Large Mark Kreutzer

Vice President/Past President of Columbia River Fire & Rescue Board of Directors, NAEFO Past President & formerly on Oregon Fire District Directors Association Board of Directors



NAEFO Executive Director Monte Olsen

Past President & Honorary Life Member of Missouri Association of Fire Protection Districts. Former NAEFO Vice President.



Vashon Island, Washington State

NAEFO Administrative Assistant Jeanne Ernst



Special Districts
Association of Oregon
Consulting Services
Administrator

NAEFO Presenter George Dunkel



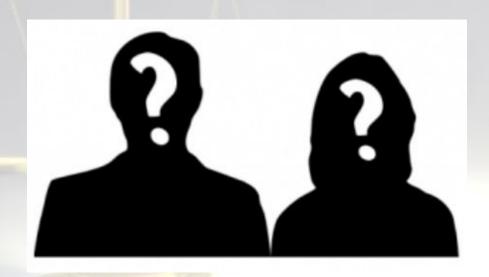
Greeley, Colorado Fire Chief

NAEFO Presenter
Dale Lyman



Public
Consulting
Group

NAEFO Presenter Ken Riddle



NAEFO Members

Introduce Yourself & Colleagues

Tell us about your organization



Executive Director of the Congressional Fire Services Institute

NAEFO Presenter Bill Webb

Morning Presentation



Bill Webb

What's going on in our Nation's Capital?

Thank You!



Congressional Fire Service Institute

2020 National Fire and Emergency Services Dinner & Symposium Washington, DC April 29 - 30, 2020

Platinum Partner



PUBLIC CONSULTING GROUP

Platinum Partner



Platinum Partner

LOCAL GOVERNMENT LAW GROUP

A member of Speer Hoyt LLC

Bronze & Silver Partners







Oregon Fire District Directors Assn



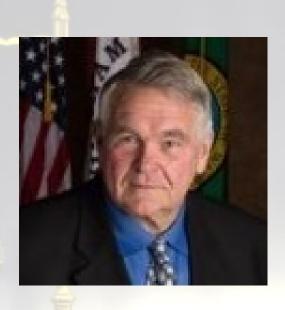
David Burnett



OFDDA Mission: To serve and strengthen through the provision and coordination of timely information, education, and legislation.

NAEFC

Washington Fire Commissioners Assn



Gerry W. Gustafson



WFCA Mission: Inform, educate, represent, lead & serve Fire Districts and Regional Fire Authorities of Washington State in the preservation & protection of life & property.

MO Assn of Fire Protection Districts

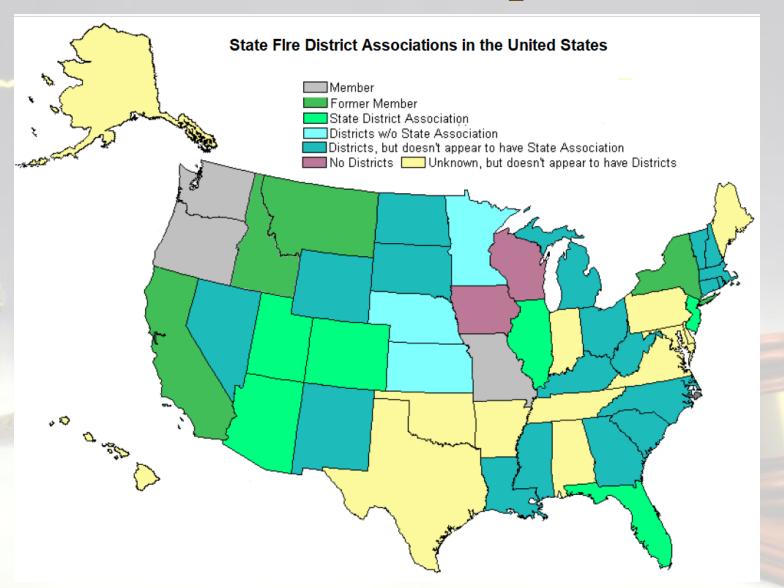


Not Yet Appointed

MAFPD Mission: Represent and support Missouri Fire Protection Districts by providing a centralized source of information, training, education, & leadership that enhances Fire Protection Districts ability to fulfill their mission.



Other State Reports



NAEFO Executive Director's Report



Monte Olsen

Appointed September 2018

Serves without pay

Annual Membership Meeting



NAEFO President
Candy
McCullough



NAEFO
Administrative
Assistant
Jeanne Ernst

NAEFO

Annual Membership Agenda



Annual Membership Meeting Agenda

September 16, 2019 10:45am Pacific Clark County Fire Department Training Center 4425 W. Tropicana Avenue Las Vegas, Nevada 89103

- 1. Establishment of Quorum
- 2. Call to Order
- 3. Recognition of NAEFO Directors and Officers Present
 - Candy McCullough, President
 Bill Eckroth, Vice President
 - o Barry Orth, Secretary/Treasurer
 - Barry Orth, Secretary/Treasurer
 David Burnett, Oregon State Director
- Gerry Gustafson, Washington State
 - Mark Kreutzer, Individual Director At-Large
- 4. Approval of Minutes from the September 18th and December 15th, 2018 Meetings
- 5. Financial Report, Jeanne Ernst, Administrative Assistant
 - a. 2019 Year-to-Date Report
 - b. Membership Status
- 6. President's Report, Candy McCullough
- 7. Standing Committee Reports
 - a. Bylaws, Chair Monte Olsen
 - i. Proposed Bylaws Changes
 - b. Communication. Chair Bill Eckroth
 - c. Conference and Education, Conference Chair Mark Kreutzer
 - d. Legislative, Chair Bill Eckroth Barry Orth
 - e. Membership, Vacant
 - f. Sponsorships, Chair Candy McCullough
- 8. Unfinished Business
 - a. Strategic Plan

New Business

- a. Election of One Individual Director (Director at Large) to the Board of Directors
- b. Election of Officers
 - President
 - ii. Vice President
 - iii. Secretary
 - iv. Treasurer

10. Announcements

- a. Installation of Individual Director and Officers tomorrow at 3:30pm
- 11. Next Electronic Voting and Meeting
 - a. Electronic Vote to Approve Proposed Bylaws to be Announced By Board of Directors
 - b. 2020 Annual Meeting to be Announced By Board of Directors
- 12. Review of Action Items, Jeanne Ernst, Administrative Assistant
- 13. Adjournment

Two corrections to the agenda

Meeting Attendance Sign In

NAME PLEASE PRINT	TITLE/ROLE	ORGANIZATION	MEMBERSHIP MEETING	BOARD MEETING
			1	
		1		
I				

Please print your
name, title or role &
organization--then
initial the
'Membership
Meeting" column

Approval of the Minutes



ANNUAL GENERAL MEMBERSHIP / ELECTION MEETING NATIONAL ASSOCIATION OF ELECTED FIRE OFFICIALS

September 18, 2018 Clark County Fire Department Training Center 4425 W Tropicana Avenue, Las Vegas, Nevada

President McCullough called the meeting to order at 10:50 am

Attendees: Dean Bloemke, Bill Eckroth, Gerry Gustafson, Mark Kreutzer, Mike Lyons, Monte Olsen, Barry Orth, LJ Silverman

Minutes

Notes from the 2016 Annual Membership Meeting were unanimously approved and accepted as Minutes. (Due to not having a quorum in 2017, approval was not possible at the meeting.) Motion: Mike Lyons, M/S/A

September 19, 2017 Membership Meeting Minutes approved. Motion: Mark Kreutzer M/S/A

January 20, 2018 Special Membership Meeting Minutes. Candy gave a brief explanation of the Bylaw changes that were approved at the meeting. Language was simplified and voting rights as well as the possibility to chair committees is now approved for retired officers and former members. See the Sept.2017 Membership Meeting minutes for detail of all changes. Motion: Mark Kreutzer M/S/A

Financials & Budget, Review of 2018 Budget vs Actual to date:

- 1- Our printing costs have increased due to Costco closing its printing services. We will look for an alternative.
- 2- In response to a question about unpaid state membership dues, Candy explained that we did our membership billing later this year thinking that sending details about the Annual Conference with the billing would encourage more memberships. The conclusion is that the billing was too late and created confusion for our members.

Membership Status: 40



MEETING MINUTES NATIONAL ASSOCIATION OF ELECTED FIRE OFFICIALS SPECIAL MEMBERSHIP MEETING

December 15, 2018 9:30 am WFCA Board Meeting Room Olympia, WA. 98501 James R. Larson Forum Building 605 11th Ave SE Suite 205

Attendees: Candy McCullough, Barry Orth, Bill Eckroth, Mark Kreutzer, Gerry Gustafson. Dean Bloemke. Brad Lothspeich and Jack Hensley

- The final proposed revised Strategic Plan (attached) was presented to the membership for their review and input and there were no unresolved questions or comments. The final proposed revised Strategic Plan will be presented to the Board of Directors for their approval at their meeting immediately following this special meeting of the membership.
- Meeting adjourned at 9:45 am

Meeting minutes provided by President Candy McCullough

September 18,2018 December 15,2018

Financial Report



President's Report



NAEFO President
Candy
McCullough

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BYLAWS OF THE

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NATIONAL ASSOCIATION OF EMERGENCY AND FIRE OFFICIALS

An Oregon Nonprofit Corporation With Revisions for September 16, 2019 Initial Review

ARTICLE I. NAME. PURPOSE AND OFFICES

Section 1. Name. The name of the Corporation shall be the National Association of Emergency and Fire Officials.

Section 2. Purpose. To represent and inform emergency and fire officials on national issues and provide assistance to state associations of emergency agencies'.

Section 33, Principal Office. The principal office of the Corporation shall be determined by the Board of Directors in the State of Oregon will be located in the City of Lake Oswego, County of Clackamas. The Corporation may have such other offices, either within or without the State of Oregon, as the membership may designate or as the business of the Corporation may require from time to time.

Section 24. Registered Office. The registered office of the Corporation required by The Oregon Nomprofit Corporation Act to be maintained in the State of Oregon will be the residence or office address of the registered agent.

ARTICLE II. MEMBERS

Section 1. Membership. There will be are four (4) classes of Membersmembers and membership will be granted upon approval by the Board of Directors and receipt of payment by the Corporation of membership dues.

(a) State Members.

Each state association of elected emergency and/or fire officials recognized by the Board of Directors of the Corporation will be eligible for State Membership.—State Membership will be granted to such organizations upon approval by the Board of Directors and receipt of payment by the Corporation—of

Page

annual membership fees as established from time to time.

- (b) Individual Members
- (i) Any person who is an-elected official of an emergency and/or fire agency whose primary responsibilities includes governance of that agency is eligible for Individual Membership. Individual Membership will be to individuals upon approval by the Board of Directors and receipt of payment by the Corporation of annual membership fees as established from time to time.
- (ii) Any person who is an-elected official of a local government whose primary responsibilities includes governance of an agency that provides emergency services fire department or district will be is eligible for Individual Membership.
- (iii) Any person who is appointed as a commissioner/director of an agency whose primary responsibilities included governance of a fire department or district will be eligible for Individual Membership.²
 - (c) Associate Members.
- (i) Organizations (other than state associations) and individuals that are affiliated with the emergencyfire services, and governmental entities providing emergencyfire services or affiliated with the emergencyfire services are eligible for Associate Membership. Associate Membership will be granted toorganizations or individuals upon approval by the Board of Directors and receipt of payment by the Corporation of annual membership fees—as established from time to time.
- (b)(ii) Any former member of the Corporation is eligible for Associate Membership uponapproval by the Board of Directors and receipt of payment by the Corporation of annual membership fees established from time to time.
 - (d) Former NAEFO Members Officials.

Any person who has served as a Director or Commissionerwas an official of an emergency and/or fire agency in good standing, and who is a former member of an organization affiliated with the fire services, and was an Individual Member of the Corporation, is a former member and is eligible for former Former member Official membership. Former Member membership will be granted to individuals upon approval by the Board of Directors and receipt of payment by the Corporation of annual membership fees as established from time to time.

Section 2. Eligibility and Admission. Any organization that subscribes to the purposes and basic policies of the Corporation, that is approved for membership and is current in dues payable will be a Member.²

- (a) Membership Fees. There will be membership fees required for State, Individual, Associate Members and Former Members Officials, as established by the Board of Directors-from time to time?
- (b) Registration and Change of Address. It is the responsibility of each Member-member to register with the Corporation and to promptly notify the Secretary or designee of any changes of address. The Member's right to receive notices pursuant to these Bylaws or the Articles of Incorporation will be deemed to be waived if the address on record with the Secretary is not the Member's current address.²
- (c)—Membership Applications and Approvals. The Board of Directors may from time to time establish procedures for membership applications and approvals and delegate such tasks to appropriate

AEFO Bylaws

Sentember 16, 2019

¹ Here is the Business Activity that has been used in previous annual registrations with the State of Oregon: To promote good practices, efficiency and communication of elected fire officials.

Moved last phrase from multiple paragraphs of this subsection (b) because it is needed for all members not just one type of member and it's also missing from some paragraphs; however, isn't it redundant from what's in paragraph c of Section 2 of this Article?.

³ Redundant to paragraph (i) of this subsection (b)

⁴ Redundant to what's in Section 1 of this Article

⁵ Superfluou

More appropriate in Article IX.

Proposed amended Bylaws

Tracked changes & footnotes for the proposed changes; however, sometimes proposed changes don't show up correctly depending on the version of Microsoft Word being used)

Proposed amended Bylaws (cont'd)

- NAEFO Bylaws scrutinized on website like by IAFC—need to be very polished
 & example for state associations & local agencies
- Tedious, so painstakingly review proposed changes & direct questions, comments, concerns or suggested changes to me

Recap of proposed amended Bylaws

- Addition of missing info
- Inclusion of "emergency services"
- Streamlining & realignment
- Clarifications
- Corrections
- Removal of stipulations that could be onerous or ineffective

Other Standing Committee Reports

- Communication, Chair Bill Eckroth
- Conference & Education, Conference
 Chair Mark Kreutzer
- Legislative, Chair Barry Orth
- Membership, Vacant (reviewed earlier)
- Sponsorships, Chair Candy McCullough

Unfinished Business



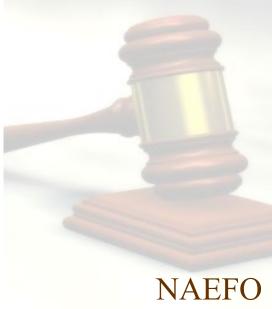
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See Off	National Association of Elected Fire Officials

Strategic Plan 2018

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Timeline	12

Approved

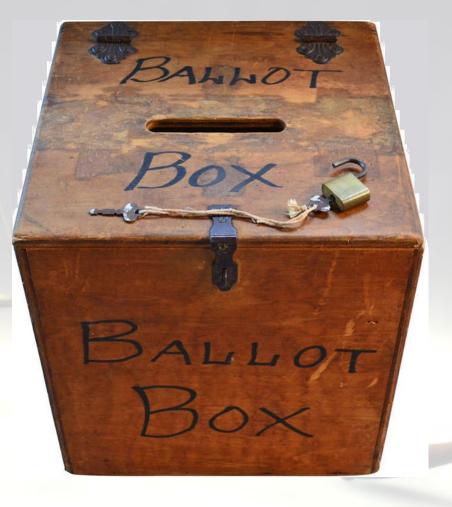


New Business



Election: Director At-Large & Officers

Elections



Director At-Large

Elections

President
Vice President
Secretary
Treasurer

Announcements

Installation of Director At-Large & Officers 3:30pm Tomorrow



Next Electronic Voting & Meeting

- Electronic Vote to Approve Proposed Bylaws to be Announced By Board of Directors
 - ✓ Announcement ≈ early October
 - ✓ Deadline ≈ end of October
- 2020 Annual Membership Meeting to be Announced By Board of Directors
 - ? Las Vegas?
 - ? Phoenix?
 - ? Elsewhere?

Review Action Items & Adjournment



What action items were assigned during meeting & to whom?

NAEFO Administrative Assistant Jeanne Ernst

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Afternoon Presentation



Life Cycle of a Chief

George Dunkel

Platinum Partner



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Afternoon Presentation



Life Cycle of a Chief

George Dunkel

Closing Remarks



Serving since 2016...

NAEFO President Candy McCullough Welcome Reception

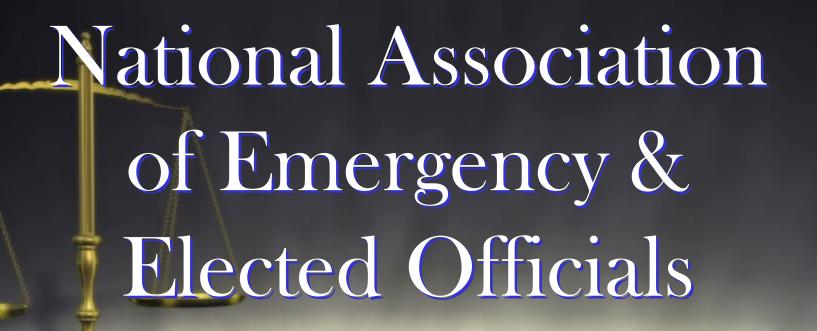


Host Mark Kreutzer



4:30-6:30pm

Suite 2171



September 16-17, 2019

Las Vegas, Nevada
Clark County Fire Training Academy

Don't Forget Your Evaluations!



Conference Evaluation

Thank you for your participation in this year's Annual Conference. In order to continually improve the conference and provide you with beneficial experiences, we ask that you complete this evaluation form. This information is very important to us and we would appreciate your response. We will collect the evaluations before the conclusion of the conference; however, if you need to leave early, please turn in your evaluation to the Administrative Assistant.

1. Please rate your level of satisfaction:

	Excellent	Satisfactory	Poor	N/A
Registration process				
Registration packet				
Meeting location				
Welcome reception				
What's Going on in Our Nation's Capital (Bill Webb)				
State Association Reports				
Annual Membership Meeting				
Life Cycle of a Chief				
Alternative Response for Non- Emergency 9-1-1 Calls				
Board of Directors Meeting				
Standing Committee Meetings				
Roles and Responsibilities of Governing Officials				

New Revenue Sources!				
Standing Committee Reports				
Installation of New Officers and Director(s)				
2. What part of the conference wa	s most valuab	le to you?		
3. Did the conference cover mater	ial that will be	useful in your	role within yo	our organizatio
☐ Yes Why?				
□No				
1. What was your favorite present	ation <u>and why</u>	(see the list in	n the first ques	tion)?
4. What was your favorite present	ation <u>and why</u>	(see the list in	n the first ques	tion)?
4. What was your favorite present	ation <u>and why</u>	(see the list in	n the first ques	tion)?
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Your Feedback is Very Important!

Morning Presentation



Alternative Response Vehicle Program for Non-Emergency 9-1-1 Calls

Greeley, Colorado Fire Chief Dale Lyman

Coming Up After the Break!

- Board of Directors Meeting
- Standing Committee Meetings
 - ✓ Bylaws, Chair Monte Olsen
 - ✓ Communication, Chair Bill Eckroth
 - ✓ Conference & Education, Conference Chair Mark Kreutzer
 - ✓ Legislative, Chair Barry Orth
 - ✓ Membership, Vacant
 - ✓ Sponsorships, Chair Candy McCullough

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Board of Directors Agenda



Quarterly Board of Directors Meeting Agenda

September 17, 2019 10:30am Pacific
Clark County Fire Department Training Center
4425 W. Tropicana Avenue
Las Vegas, Nevada 89103
515-739-1200: Code 837841

- 1. Establishment of Quorum and Regrets
- Candy McCullough, President
- Bill Eckroth, Vice President
- Barry Orth, Secretary/Treasurer
 David Burnett, Oregon State Director
- 2 Call to Order
- 3. Recognition of Administration Staff and Guests Present
 - Monte Olsen, Executive Director
- o Jeanne Ernst, Administrative Assistant

o Gerry Gustafson, Washington State

Mark Kreutzer. Individual Director At-

Director

- Approval of Minutes from June 15, 2019 and July 17, 2019 Meetings
- 5. Remarks in Addition to Reports at Membership Meeting
 - Candy McCullough, President
 - Monte Olsen, Executive Director
 - Jeanne Ernst, Administrative Assistant
- 6. Remarks in Addition to Reports at Membership Meeting
 - State of Missouri
 - o State of Oregon, David Burnett
 - State of Washington, Gerry Gustafson
 - o Additional States Present
- 7. Direction to Standing Committees Before 11:30am Committee Meetings
 - a. Bylaws, Chair Monte Olsen
 - b. Communication, Chair Bill Eckroth
 - c. Conference and Education, Conference Chair Mark Kreutzer
 - d. Legislative, Chair Barry Orth
 - e. Membership, Vacant
 - f. Sponsorships, Chair Candy McCullough

Quarterly NAEFO Board of Directors Meeting Agenda

September 17, 2019

- 8. Unfinished Business
 - a. Bylaws Amendment (depending on yesterday's Membership input)
 - b. Review of Administrative Policies
 - i. Sponsorship Matrix
 - ii. Adoption of Policies Policy #1
- 9. New Business
 - a. 2020 Conference Location
 - Phoenix, Arizona, August 19th-21st (in conjunction with International Association of Fire Chief's Fire-Rescue International Conference and Expo)
 - ii. Las Vegas, Nevada, September 21st-22nd
 - iii. Strategically elsewhere to attract attendance and membership?
- Announcements
- 11. Date and Time of Next Meeting
 - a. December Quarterly Meeting: December ____, 2019
- 12. Review of Action Items, Jeanne Ernst, Administrative Assistant
- 13. Adjournment

Partnership Benefits

Partnership Benefits

							Cor	nferer	nce							
evels	* * *	site**		Partici	oation		N		d Foo	d	Prog	ram	P	ublici	ty	ıys
Sponsorship Levels	Sponsorship Fees***	Months on website**	Breakfast & Lunch Tickets	Reception Drinks	Lunchtime Address	Lunchtime Introduction	1 Breakfast	1 Lunch	1 Drink Break	1 Snack Break	Bio word count	Ad Page Size*	Audio Visual Display	Pgm Announcement	Org Information*	Reception Giveaways
Platinum	\$1,000	12	2	2	•		•	•			150	1	•	•	•	•
Gold	\$750	12	2	1	•			•			100	1	•	•	•	
Silver	\$500	6	2	1		•	•					1/2	•	•	•	
Bronze	\$250	3	2	1		•			•			1/2	•	•	•	
Supporter	\$100									•		1/4	-	•		

^{*} Sponsor-provided

^{**} Upon receipt of digital logo (includes posting of appreciation on Facebook page)

^{***} Please specify to whom should receive an invoice

Adoption of Policies Policy #1



National Association of <u>Elected Emergency and</u> Fire Officials

Adoption of Policy on Governing Policies

Category: ADMINISTRATIVE Policy Number 1 Approved: February 14, 2009
Last Revised: December 12, 2015September 17, 2019

REFERENCE

SCOPE

This policy applies to all persons directly associated with the National Association of Emergency and Fire Officials.

PURPOSE

The Board of Directors may adopt maintain policies to interpret or implement the Associations By Laws Bylaws, or to establish procedures for the operation and conduct of the Association

POLICY

1.10 ADOPTION AND MODIFICATION OF POLICIES

Policies shall be adopted <u>or modified</u> by a two-thirds vote of a quorum of the Board of Directors.

1.11 REPEAL OF POLICIES

Policies shall be repealed, or suspended or modified by a two-thirds vote of a quorum of the Board of Directors.

1.12 RETENTION OF POLICIES

Policies, including previous versions, shall be maintained at the main place of business of by the Association.

- (a) The maintenance of the policies shall be the responsibility of the Secretary of the Board of Directors Administrative Assistant.
- (b) Policies shall be numbered and include the date the policy was adopted-or, modified or repealed.

1.13 PUBLICATION OF POLICIES

Policies shall be published on the Association's website.

1.14 REVIEW OF POLICES

One-fourth of the policies shall be reviewed at quarterly by the Association's Board of Directors so that all policies should be reviewed at least once per year.

Adoption of Pelecies Policies		Last Revised: December 12, 2015September 17, 2019
Policy Number1_	Board President BS	Page 1 of 2

ATTACHMENTSREVISION HISTORY

Revision Date	Author	Revision
February 14, 2009	Unknown	Initial version
December 12, 2015	Unknown	<u>Unknown</u>
September 17, 2019	Monte Olsen	Renamed association; refocused on maintenance
		instead of adoption; added website publication due to
		virtual main place of business; added policy reviews;
		added revision table

 Adoption of Peleoles Policies
 Last Revised: December 12, 2015 September 17, 2019

 Policy Number 1 Peleoles Policies
 Page 2 of 2

Adoption of Policies Policy #1



National Association of <u>Elected Emergency and</u> Fire Officials

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Standing Committee Meetings

11:30-12:00

- Bylaws, Chair Monte Olsen
- Communication, Chair Bill Eckroth
- Conference & Education, Conference Chair Mark Kreutzer
- Legislative, Chair Barry Orth
- Membership, Vacant
- Sponsorships, Chair Candy McCullough

Lunch Presentation

12:00-12:30



NAEFO Platinum Partner

Early Afternoon Presentation



Roles and Responsibilities of Governing Officials

George Dunkel

Platinum Partner



PUBLIC CONSULTING GROUP

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Bronze & Silver Partners







Mid-Afternoon Presentation



New Revenue Sources!

Ken Riddle
Public Consulting
Group

James Dachos
Public Consulting
Group

Standing Committee Reports

3:00-3:30

- Bylaws, Chair Monte Olsen
- Communication, Chair Bill Eckroth
- Conference & Education, Conference Chair Mark Kreutzer
- Legislative, Chair Barry Orth
- Membership, Vacant
- Sponsorships, Chair Candy McCullough

Director & Officer Installation

Ken Schmalbeck, Missouri State Director Orlanda Smith, Director At-Large

President Candy McCullough

Vice President Bill Eckroth

Secretary/Treasurer Barry Orth



Director & Officer Installation

I, ______ do solemnly swear that I will support the National Association of Emergency and Fire Association, the provisions of its Bylaws; and further, I swear that I will faithfully demean myself in the office of



NAEFO

Turn in your Evaluations!



Conference Evaluation

Thank you for your participation in this year's Annual Conference. In order to continually improve the conference and provide you with beneficial experiences, we ask that you complete this evaluation form. This information is very important to us and we would appreciate your response. We will collect the evaluations before the conclusion of the conference; however, if you need to leave early, please turn in your evaluation to the Administrative Assistant.

1. Please rate your level of satisfaction:

	Excellent	Satisfactory	Poor	N/A
Registration process				
Registration packet				
Meeting location				
Welcome reception				
What's Going on in Our Nation's Capital (Bill Webb)				
State Association Reports				
Annual Membership Meeting				
Life Cycle of a Chief				
Alternative Response for Non- Emergency 9-1-1 Calls				
Board of Directors Meeting				
Standing Committee Meetings				
Roles and Responsibilities of Governing Officials				

New Revenue Sou	rces!				
Standing Committ	ee Reports				
Installation of Nev Director(s)	v Officers and				
2. What part of the	conference wa	s most valuab	le to you?		
3. Did the conferen	ce cover materi	ial that will be	useful in your	role within yo	our organizatio
☐ Yes Why?					
□ No					
4. What was your fa	avorite present	ation and why	(see the list in	n the first ques	tion)?
4. What was your fa	avorite present	ation <u>and why</u>	(see the list in	n the first ques	tion)?
4. What was your fa	avorite present	ation <u>and why</u>	(see the list in	n the first ques	tion)?
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4. What was your fa	avorite present	ation <u>and wh</u> y	(see the list in	the first ques	tion)?
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	/speakers woul				tion)?
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Turn in your Evaluations to Jeanne Ernst

Closing Remarks



Serving since 2016...

NAEFO President Candy McCullough