



**Wisconsin State Fire Chiefs Association
Board of Directors Meeting
1:00 pm, Wednesday, June 21, 2006
Regency Suites/KI Center, Green Bay, Wisconsin**

1.0 Call to Order: Ken Hartje, President called the meeting at 2:00 pm.

2.0 Roll Call: Ken Hartje, President; Bruce Fuerbringer, 1st Vice President; Tim Franz, 2nd Vice President; Glenn Linzmeier, 3rd Year Trustee; Mark Barnes, 2nd Year Trustee; Brad Liggett, 1st Year Trustee; Jeff Stauber, Sergeant At Arms; Jack Running, Past President; Len Vander Wyst, Secretary/Treasurer; David Bloom, Legislative Liaison; Pastor Barry Hoerz, Ex-Officio, Chaplain; Jen Hallett, Jane Svinicki, CAE, Business Office.

3.0 Executive Secretary/Treasurer – Len Vander Wyst

3.1 Minutes: The minutes of the March 17, 2006 and April 21, 2006 Board of Directors meeting were distributed in advance.

MOTION: It was moved by Brad Liggett and seconded by Jack Running to approve the minutes of the March 17, 2006 and April 21, 2006 Board of Directors meetings. **Motion passed.**

3.2 Financial Reports

3.2.1 Year to Date: The year to date 2005-06 financial report was reviewed. Income and expenses are within budget. It is anticipated that conference revenues will meet expectations.

3.3.2 2006-07 Budget: The proposed 2006-07 budget was presented. The budget includes advertising revenue and expense from a new quarterly magazine to be published for WSFCA members. The Board discussed the budget figures and annotations.

MOTION: It was moved by Brad Liggett and seconded by Glen Linzmeier to recommend adoption of the 2006-07 budget to the WSFCA membership at the annual business meeting on Sunday, June 25, 2006. **Motion passed.**

Action: J. Svinicki will project the budget spreadsheet to the membership at the Sunday business meeting so that proposed changes can be reflected immediately to the entire membership.

Action: K. Hartje requested that the \$3,500 check for banquet prizes be sent to the local Chief two months in advance of the meeting to allow adequate time to purchase the prizes.

3.3.3 Membership Report: Jen Hallett reported on the current membership: 747 - Active Members (739 – 2005); 113 - Associate Members (100 – 2005) and 104 - Active Life Members (88 – 2005).

4.0 President's Report – Ken Hartje

4.1 WEM Report: WSFCA is continuing its involvement with WEM.

4.2 NFPA/ICC Code Update: K. Hartje reported that WSFCA representatives met quarterly with the Department of Commerce during the past year regarding fire codes. There are several options for upgrading existing fire codes and WSFCA supports Department of Commerce developing a comparison of proposed codes. D. Bloom met with the League of Municipalities. They wish to continue working with WSFCA against a new mini-maxi code.

Action: D. Bloom will present to the membership an update of the NFPA/ICC code at the Friday Business meeting.

Action: The Legislative Committee will consider the development of a White Paper on fire prevention codes to present to the membership in 2007.

4.3 MABAS: D. Bloom will meet with Keith Tviet after the breakout session at the conference to discuss the MABAS hearings locations and dates. Bloom will distribute a handout on the MABAS statutes during the legislative report.

5.0 Business Manager – Jane A Svinicki, CAE

5.1 Board Resource Manual Distribution: J. Svinicki distributed the Board manuals and reviewed the contents with Board members. She said some sections still need to be updated, including the Awards section.

5.2 Review of Agendas: J. Svinicki said the Friday opening ceremony, Friday business meeting, Saturday banquet and Sunday business meeting agendas were in the Board manuals. She requested that Board members review the agendas and forward changes to her for updating.

5.3 WSFCA Publication Proposal: J. Svinicki presented a proposal for a new quarterly publication, *Wisconsin Fire Chief*. The publication would be sent to WSFCA members quarterly and contain advertising to underwrite the publication cost. She also suggested placing advertising in the membership directory and giving a discount to advertisers who are in both publications.

Board members are asked to participate in soliciting advertising. Members would also be asked to assist in content development. In addition to the magazine, members would receive a monthly email blast.

MOTION: It was moved by Mark Barnes and seconded by Jack Running, to recommend to the membership proceeding with the new WSFCA quarterly publication, premiering on January 1, 2007, and send the Dispatcher a notice of termination as of 12/31/06. **Motion passed.**

Action: J. Svinicki will send Bob Arndt, publisher of the Dispatcher, a letter notifying him that the contract will end on December 31, 2006 if approved at the Sunday Business meeting.

5.4 Committees: J. Svinicki distributed a Committee list in the Board manuals. She suggested the Board develop a list of committees including the charge and members of the Committee.

Action: Committees will be discussed at the September Board meeting.

6.0 Committee Reports

6.1 Nominating: There was discussion on nominations for the 2006-07 Board of Directors. Pete Waldkirch will present the candidates at the Friday Business meeting. The new Treasurer's position will not be in effect until after the bylaws change on Sunday morning.

MOTION: It was moved by Glenn Linzmeier and seconded by Brad Liggett that after the bylaws change, the president appoint a Treasurer for a one-year term. An election for Treasurer with a three-year term will be held at the 2007 state conference. **Motion passed.**

6.2 2006 Conference: Jen Hallett presented the updated registration figures: registrants - 334—Registrations (315—2005); 110—Pre-conference Seminar Attendees (82—2005); 347—Friday Lunch (201—2005); 147—Friday Dinner Buffet (201—2005); 149—Saturday Lunch Buffet (not held in 2005); 371—Saturday Banquet (372—2005); Spouse Activities: 24—Beading Class, 49—Spouse Lunch, 14—Clay Polymers; ___ Golf Outing (___ – 2005); 88—Vendors (92), 90—booths (99), 28—vehicles - 22—inside; 6 outside (2005 32 - 22—inside; 10—outside).

6.2.1 2007 Conference: Next year’s conference exhibit layout and meeting space at the Kalahari Resort was discussed. The Board will meet in September at the Kalahari to set the exhibit floor plan and meeting room usage. The date for the September Board meeting will be set at the Sunday (6/25/06) Board meeting.

6.2.2 Sponsorship Packages: The Board discussed development of sponsorship packages to include membership, exhibit booths, advertising in the quarterly magazine, advertising in the membership directory, email blast links and website advertising.

Action: Staff will draft sponsorship package proposal for the Board to review prior to the IAFC conference in September.

6.3 Chiefing 101: T. Franz will develop the date and content for Chiefing 101 – to be held in February 2007.

6.4 Chief’s Corner: Bob Langguth of Eagle Engraving presented the Chief’s Corner update. He reported on the items available and said there would be a first edition coin for the conference and a pin with the new logo. He asked if he could sell a badge to members at a cost of \$55.

MOTION: It was moved by Jack Running and seconded by Bruce Fuerbringer that WSFCA sell a silver badge to members. The top section will include the word ‘member’ and the badge can be personalized with the name of the department. **The motion was withdrawn pending further consideration at an upcoming Board meeting.**

Action: Sales of badges to members will be on the next Board meeting agenda.

Bob Langguth asked what was to be done with old inventory, including items with the old logo.

MOTION: It was moved by Glen Linzmeier and seconded by Brad Liggett that all Chief’s Corner excess items from prior years be distributed at the banquet. **Motion passed.**

6.5 WTCS Fire Service Advisory Committee: Jack Running presented a written report.

6.6 IAFC-GLD: Jeff Stauber reported that the IAFC-Great Lakes Division is meeting during the WSFCA State Conference. Members of the GLD will be recognized at the Friday Business meeting.

6.7 Multi-Family Dwelling Code Council: Bruce Fuerbringer reported that WSFCA no longer has a seat on the Council. He would like to nominate a WSFCA member for the Council when a vacancy occurs. A member can always attend as a guest.

Action: B. Fuerbringer will write the Council and advise them of WSFCA desire to hold a seat.

6.8 OJA Report: OJA said its job to build capacity. The state of Wisconsin will develop a network, and federal money is currently available.

7.0 Legislative Report: WSFCA has chosen to give three legislative awards one each to Senator Ron Brown and Assemblymen Terry Musser and Robin Kreibich. They cannot attend the conference, so D. Bloom is arranging to make the presentations in their districts. The presentation to Representative Robin Kreibich is July 6th at a station house in his district.

A Legislative Study Committee was formed on disaster preparedness and planning chaired by Representative Joan Ballweg. Bloom is meeting with Rep. Ballweg on June 22 and will report back to the Board. He is asking for WSFCA representation on the Study Committee.

It was reported that a candidate for political office asked to attend the WSFCA conference. The development of a policy on political candidates or politicians at the conference was discussed.

D. Bloom said Senator Brown was running for re-election and requested Board support.

MOTION: It was moved by Bruce Fuerbringer and seconded by Jack Running to endorse Wisconsin State Senator Ron Brown for re-election. **Motion passed.**

8.0 Old Business:

8.1 Strategic Plan Update: The current plan needs to be updated.

Action: One hour will be set-aside at the September Board meeting to review and update the strategic plan.

9.0 New Business: There was no additional new business.

10.0 Recess: The Board meeting was recessed until Sunday morning.

Respectfully submitted

Jane Svinicki
Business Manager
(Drafted 6/26/06)