

SDFA Fall Board Meeting
Pierre, SD
October 11 & 12, 2014

Agenda;

Call meeting to order @ 10:00am CT at Pierre Fire Station 1

Welcome Mark Stoks, & Dave Jorgenson to the Board

Moment of silence;

Approval of agenda

Approve minutes of Board meeting @ Aberdeen, April 2014

Treasurer's Report –

- Audit review from Ketel Thorstenson
- Villanova check
- Authorize ABC funds to be paid to SD Instructors Assn & Fire Chief's

Secretary's Report –

- WebLink
- Membership

District Directors Report

- a) What happened/is happening in your district?

OLD BUSINESS

1. Newspaper discussion
2. Website & Facebook page discussion
3. ABC Signup Program
4. Membership report
5. District Fire School Funds year to date
6. High School Scholarship program
7. NVFC- – fall meeting Lafayette, La; spring meeting Washington
8. Fallen Firefighters Memorial Service – Sunday, Oct. 12, 2014; 2 PM CT
National Fallen Firefighters Service – 2015
9. FDIC April 20-25, 2015, Indianapolis
10. Guide Book for 2015, 2016
11. New Certified Firefighter Scholarship to State Fire School guidelines

NEW BUSINESS

12. State Fire School 2015 – Meet with Pierre FD
13. Future Fire Schools – 2015 – Pierre; 2016-Sioux Falls; 2017, 2018, 2019-Mitchell
14. Fiscal Year Change –
15. AD&D Insurance
16. Term Limits
17. State Fire School Committee
18. Annual Corporation Report
19. Legislation for 2015
20. By-law changes
21. Christmas Tree at Capitol

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- Agenda cont.
22. Mid-State Networking – Des Moines
 23. January 2015 meeting in Mitchell
 24. Public Safety Council
 25. Joint Council
 - Sunday October 12, 2015 9:00am CT**
 26. Meet with Pierre Fire Department
 27. Pay expenses
 28. Adjourn Board meeting

DRAFT

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File B on the recorder

Call meeting to order; 10:10AM CT- Pierre Fire Station 1

Members present: Charlie Kludt, Glenn Sealey, Rick Gustad, Chad Baumgarten, Jack Diez, Ron Hines, Mark Stoks, Dave Jorgenson and Deedra Gesinger
Members absent; Denny Gorton and Duane Hofer

Welcome Mark Stoks, Northeast Rep & Dave Jorgenson, Southeast Rep to the Board

Moment of silence.

Agenda approval.

Motion by Baumgarten, 2nd by Sealey to approve board meeting minutes from Aberdeen, April 2014, as printed. MC

Treasurer's Report

- Gorton reported on Sunday- Gorton indicated there may be some cash flow issues with the dues structure change and having to pay Fischer Rounds up front. Motion by Dietz, 2nd Gustad to approve treasure report. MC.
- Cash flow for insurance- \$12 for insurance x 5215 members = \$62,580 One of the Dakota Star CD's will be mature by then so we may use this to pay for the upfront insurance payment.
- Checking account authorized signatures- President, VP, Treasurer, and Hofer, since Hofer is in the west side of the state and able to sign; we will remove LeRoy Koopman and on July 1, 2015 we will add Damon Hartmann and remove Duane Hofer. Motion by Gustad, 2nd Stokes to authorize Gorton to make these changes. MC with one abstention, Sealey.
- Audit review from Ketel Thorstenson – Sunday Gorton gave update on the review. Fee for the audit \$2900, suggestion from audit was to list out the credit card expense and what the expense is. Motion by Gustad 2nd by Hofer to approve the report with the suggestions concerning the credit card and continue as is with the rest of our duties and post the audit on the website. MC
- Villanova check – Instructor who turned his expense check back to the Firefighter's Association as a donation toward the memorial fund.
- Authorize ABC funds to be paid to SD Instructors Assn- Motion by Hines, 2nd by Gustad to pay the registration fee collected from the ABC program to the SD Instructors and the SD Fire Chiefs for conference registration. MC

ACTION ITEM: Gorton pay SD Fire Chiefs and SD Instructors registration from ABC program.

Secretary's Report – Weblink program is up and running, dues invoices will go out mid-November. We will need to add something to the cover letter about fire school discount with early payment of dues.

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ACTION ITEM: Dues letters

ACTION ITEM: Cover letter

District Directors Report - What happened/is happening in your district?

- Southeast - Dave Jorgenson; Spring School will be in Canton April 12, 2015
- South Central - Rick Gustad: No spring school only a fall school
- Northwest - Chad Baumgarten: District school was in Faith; had good attendance
- Northeast- Mark Stokes: District school was in June rather than April since State Fire School was in April. Will have a spring school in Bristol April, 2015
- Central – Ron Hines: spring school was in Wessington Springs, good turn out
- Bad Lands - Jack Dietz: District school held in Reliance, had a good turn out, next district school Fort Pierre
- Black Hills – Duane Hofer: district school was held and election of Damon Hartmann as the new Black Hills rep, Damon will take office July 2015.

OLD BUSINESS:

1 Newspaper discussion– advertising: there appears to have been a few more ads in the paper, Kludt has a contact with Sanford now so he will talk to them about Jeff making contact with them. Gesinger will get a list of all departments that have been featured in the paper and let the reps know so they can make contact with those departments that have NOT been featured in hopes that they will put something in the paper.

There is an article rotation for each district to get an article submitted to the paper. Kludt will email the rotation schedule.

ACTION ITEM: Reps make contact with those departments that haven't been featured in the newspaper.

ACTION ITEM: Kludt email rotation schedule.

2 Website/Facebook- Gesinger has a list of updates that will be sent to Brenda- Gesinger & Gorton will work with Brenda on a face lift of the web site, need to maybe send some pictures and ask Brenda to add some to the site.

Facebook- Stokes has been doing updates and indicated that there are some fire school pictures out there.

3 ABC sign-up program– Gustad indicated there have been some updates and this has made the registration program more user friendly. Gustad will set up the system so the Fire Chiefs can pay their dues online. Gustad will build a report to run after dues or registration has been collected. This report will be used to generate payment to the organizations using the program.

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Gustad will draft up a policy for other organizations to follow with timelines on when the information needs to be sent to him to update the ABC system.

ACTION ITEM: Gustad draft policy for ABC usage

4 Membership report- Thank you in the paper was a great idea, we will continue to do this. The next one will go in the February issue of the Newspaper as a reminder; since we have a new dues structure this might spark some of those who haven't paid to submit their dues.

Dues invoices will go out mid November with a January 31st deadline.

ACTION ITEM: Gesinger will run a Thank You in the February issue of the Newspaper

5 District school funds- District Reps indicated there has not been any talk about increasing the amount allotted for district fire schools. For the most part the districts are satisfied with the amount allotted.

6 Scholarship – Deadline is March 15th. We will send the application to the School Counselor so they can add to the list serve.

ACTION ITEM: Gesinger will update the website with the deadline and send to the School Counselors.

7 NVFC- Koopman went to Lafayette, La – his report will be in the paper – spring meeting is in DC, the next year in NC and then in Neb. in 2017. Every state sends an alternate member and Kludt would like to start sending someone with Koopman to start getting someone trained. Kludt will put an article in the paper to see if there is someone within the association that would like to be an alternate and attend NVFC with Koopman.

ACTION ITEM: Alternate for NVFC-Kludt will follow-up with add in the paper

8 Fallen firefighter Memorial service- Aberdeen, Rapid City, Ellsworth honor guard will all be here. We will be adding Dale Englund's name.

National FF memorial, if anyone would like to go. We need to be thinking about who can go if we should have a SD name added. The Fire Marshal's office will also be sending someone to represent SD if there is a name added to the national memorial.

9 FDIC – April 20-25 in Indianapolis and we do have a room reserved. Kludt is going to try to attend this year and see if Mike Erickson with the FMO can also attend and they will share the motel expense. Kludt would like to see a couple people from the board attend.

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10 Guide Book 2015-2016 – change the cover to read Fire School Guide Book so we don't need to print it every year. Kludt would like to see more activities like the firefighter challenge rather than evolutions in hopes to draw more participants.

Discussion on board meeting times. Thursday seemed to work great in Aberdeen as we had most of the issues hashed out so were able to finish the meeting on Sunday.

ACTION ITEM: Gorton update guide book

11 New firefighter certification scholarships- Need a list from the Fire Marshal's Office (FMO) of all the new certified firefighter classes going on so we can grant them free registration. District reps will also try to attend these firefighter classes so they can promote being a member of the association. Discussion, Motion by Baumgarten 2nd by Dietz to pay the registration fee for fire school and give them a \$50 prepaid visa card. MC.

ACTION ITEM: Need list from FMO for certified FF classes

ACTION ITEM: Gorton will pick up prepaid Visa cards when he knows how many to get.

Recess for lunch – 12:15

Resume 1:25

New Business:

12 State Fire School 2015- Met with Mike Erickson (FMO) and Laura Snow (PFD). Classes and instructors are set up, 21 classes total, looking for an instructor for 2 four hour classes. If the instructor has a link to a website with demo or other info, they need to send that link to Gustad and he will link it on the ABC sign-up. Registration will open 60 days prior. Gorton will order name badges and holders for registration. Gustad will work on updating ABC information in February and plan on going live in March/April.

ACTION ITEM: Gorton order name badges and holders

ACTION ITEM: Gustad update ABC info for Fire School

13 Future Fire School – Kludt will start making contacts with Mitchell Vo-Tech to gather information on contacts and other information needed to start the planning process.

ACTION ITEM: Kludt make contact with Mitchell Vo-Tech

14 Fiscal year change – the dues structure will now run calendar year January 1 – December 31

15 AD& D insurance cost/changes – Gorton and Kludt have been putting an article in the Newspaper to keep people updated on the changes.

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16 Term limits;

Vice President term is up 2015

Hofer -2015 election was held and Damon Hartmann will take over July 1, 2015

Baumgarten was re-elected so his new term will begin July 1, 2015 and run through June 30, 2019

Hines was re-elected at his district school so his term will expire June 30, 2018

ACTION ITEM: Gesinger will get these update on the web

17 Fire School sub-committee groups: discussion

How many members do we want on this committee?

How do we ask for people to be part of this committee? Do we put this info in the paper?

Reps will make phone calls to those individuals who they think would be interested in helping or being part of the committee. In January we need to have our committee members selected.

ACTION ITEM: District Reps make phone calls for committee members, need list by January 2015 meeting

18 Annual Corporation Report; was filed with the Secretary of State and directors list was updated and we are now again in good standing.

19 Legislation 2015 issues- tax district issues – discussion – Willard will get back to us on the information he finds.

20 By-law changes- No changes at this time

21 Christmas tree at the capital – Gesinger will let everyone know if and when we get a tree this year and when to decorate.

22 Mid state networking Iowa – Hines attended this last year. This year it will be held October 25-26-27 Motion by Gustad 2nd Baumgarten to pay for someone to go. MC

23 January 31st meeting – Mitchell 9:00AM CT start time Gustad will see if there is a place we can meet on the Vo-tech campus.

ACTION ITEM: Gustad get meeting location on Mitchel Vo-Tech campus

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24 South Dakota Public Safety Communications Council – Motion by Gustad 2nd by Hines to keep Gorton on as the representative to the South Dakota Firefighters Association Inc. MC

25 Joint council – motion by Dietz 2nd Hines to have Gorton remain as secretary/treasurer and Kludt will replace Oberle as the SDFA rep.MC

FYI items:

Shirts- those who want new shirts let Baumgarten know and he will get new red ones.
Name badge- Gesinger will order name badges for new members and those that still need one.

Fire Chiefs belt buckles – The Fire Chiefs would like to get rid of these old buckles.
Gustad will visit with the auxiliary about putting them out at their booth and what they sell they can keep for profit.

Recess 4:40PM CT

Resume 9:00 AM CT Sunday October 12, 2014

Members present: Charlie Kludt, Glenn Sealey, Rick Gustad, Chad Baumgarten, Jack Diez, Mark Stoks, Ron Hines, Dave Jorgenson, Denny Gorton, Duane Hofer and Deedra Gesinger

26. Met with Pierre Fire Department- Total classes 21

Looking at copying the flow from Aberdeen –

Open ceremony will be in the theater at Riggs on Thursday after meal and before open speaker.

Pierre Fire Department indicated that the rent for the Riggs High School including janitorial fees will cost \$1500

Registration fee- \$60 for 100% members with a \$40 split to PFD and \$20 split to SDFA and on the \$75 non-members fee the split will be \$50 PFD/\$25 for SDFA.

Class list will be finalized soon; they will look into adding a positive pressure ventilation class since we have two structures to utilize.

Meals- Thursday evening only

Lunch- they plan on having different organizations serving lunch at the school

No dance – the social event will be at the park in conjunction with Oahe Days

Evolutions – will find a location and turn it over to Cronin and Nickels, trailer is at Pierre fire station #4.

Insurance event policy – Ian will get Gesinger a copy

Parade (Friday) optional – will tap into a parade that is already going on with Oahe Days

DOT- will find a location – looking at Legion for a location- following the parade

Membership meeting- will have one on Friday and closing meeting will be on Saturday

Board room - Will have a room set up at the school with internet connection

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Fire School book- Pierre will NOT be doing a book – Association will print a book
Print deadline- April deadline for all printed material, Kludt will take care of printing
Pictures - Host department will line someone up
Raffle- Host has a raffle going on right now for a gun

27 Pay expenses – Motion by Jorgenson 2nd Hines to pay expenses. MC

28 Motion by Stokes 2nd by Sealey to adjourn 11:30 CST

Minutes recorded by
Deedra Gesinger
Reviewed by
President Charlie Kludt Draft

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