

**Cumberland Valley Volunteer Firemen's Association
Board of Directors Meeting Halfway MD January 11, 2009**

President Daniels called the meeting to order at 12:05pm. Assistant Chaplain Wharry gave the opening prayer. Charlie Myers led the group in the pledge to the flag. Jerry called on Steve Heefner to offer the welcome from the host company Halfway. Steve invited all to their facility, offered assistance to any needing anything and provided refreshments for all to partake.

Introduction of Guests – President Daniels asked Director Steve Austin to introduce our special guests with us. Steve introduced the MD Fire Chiefs fire prevention queens Erin Drumheller and Bobbie Utz. They contacted us and would like to become a part of our Association activities. Both girls spoke on their willingness to travel and be involved in support of our respective companies and the CVVFA. Steve then introduced Glenn Fishack, President of the Washington County Fire & Rescue Association. Glenn also gave a welcome from the 27 companies in Washington County. He thanked VP Yost for his work with the CVVFA in delivering the message to their county.

Secretary Worthington took roll call with 20 Officers being recorded in attendance.

TITLE	NAME	OCT	BOARD
President	Jerry Daniels	1	1
1st Vice President	Walter Robertson	1	1
2nd Vice President	Greg Yost	1	1
3rd Vice President	Michael Sullivan		
4th Vice President	Steven Haines	1	1
Treasurer	George Dove	1	1
Financial Secretary	Stephen McBee		1
Recording Secretary	Gene Worthington	1	1
Home Office Manager	Stephen Heefner	1	1
Publicity Manager	Robert Timko		
Chaplain	Charles Barnhart		
Assistant Chaplain	James Wharry		1
Attorney	Howard Cohen		1
Pennsylvania Delegate	Charlie Myers	1	1
Director, Pennsylvania (2009)	Rich Bruner	1	1
Director, Pennsylvania (2010)	Gerald Holtry	1	1
Director, Maryland (2009)	Wayne Baker	1	1
Director, Maryland (2010)	Robert Cumberland		1
Director, West Virginia (2009)	Rodney Kelley		
Director, West Virginia (2010)	Harry Alt	1	1
Director, Delaware (2009)	Harry Balthis	1	1
Director, Delaware (2010)	Steve Austin	1	1
Director, Virginia (2009)	Larry Smallwood		
Director, Virginia (2010)	Allen Brennan	1	1
Past President	Steve Flickinger	1	1
	Totals	16	20

Past Presidents 10 11

Communications – The secretary stated that all correspondence received would be read during the reports from the Officers.

MOTION to accept the minutes with any corrections of the booster meeting held in Keyser as published on the web site by Allen Brennan, seconded by Walter Robertson, no further discussion, voice vote taken, motion passed.

Officers reports –

President Daniels read from his written report. Fellow Officers, Members, and Guests, I welcome you to Halfway VFC in Hagerstown, MD. I wish everyone a Happy New Year and my thanks to everyone attending the meeting today. My thanks go to Halfway for hosting today's directors meeting. Congratulations to Halfway for a successful Awards banquet last night. Since our booster meeting held in October, I have attended all my home company's Board of Directors and company meetings. In the last three months I have attended all county and state Fire Police meetings. At the beginning of December, I attended the second Reputational symposium held at the NFA. This meeting had representation from across the country. Topics addressed included substance abuse, media relations/crisis management, information technology, harassment and discrimination, as well as financial mismanagement. Information exchanged at this meeting is to be analyzed and compiled to develop a white paper. Steve Austin will provide additional details in his report. Once again, I'd like to thank Halfway for their continued hospitality in hosting our meeting today. I wish everyone a safe trip home, and look forward to seeing you at the March booster meeting in Marion, PA. A copy of his itinerary was attached to the report.

First Vice President Robertson stated he had no formal report at this time, however would e-mail it to the Secretary's office for inclusion in the minutes.

Second Vice President Yost submitted a written report and spoke from it. Thanks to Halfway for hosting the Board meeting today. I was elected Chief of my department and the month or so leading up to taking office I was very busy preparing to make some changes. I did have the pleasure of attending the Reputational Management Seminar at Emmitsburg. Sitting in awe of the rest of the folks in that room was quite overwhelming. I appreciate the opportunity given to me and look forward to seeing what will be accomplished down the road. I have been working on the CVVFA training weekend. I contacted Gordon Graham for a risk management seminar, but his price plus travel expenses are out of our budget. I am trying to work with local government to see if our county insurance carrier could provide anything. Not much success so far, I am open to any suggestions for classes. I should have a better report at next booster meeting in March.

Third Vice President Sullivan was absent.

Fourth Vice President Haines submitted a written report and spoke from it. President Jerry Daniels, Fellow Officers, Members, and Guests, Good afternoon and Happy New Year, welcome to Halfway, MD for today's annual Board of Directors meeting. I would like to thank Halfway for hosting this meeting today. Also, a special thanks is given to Chief Jeff Ringer, the Officers and members for the invitation to their annual banquet. As always, I had an enjoyable time in fellowship with good friends. Since our last booster meeting in Keyser, I have attended my company meetings. Also, PP Flickinger and I attended the meeting of the New Bloomfield Fire Company. At that meeting, I presented G. Mitchell Robb his resolution from CVVFA. Good seeing everyone. Take care and have a safe trip home. Hope to see everyone in Marion for the March booster meeting.

Treasurer Dove presented his written report. Account balances are as follows:

CVVFA #4100840 death	839.67
General Account	5554.75
CVVFA HH bonds	4000.00
CVVFA #236	78711.24
Net Worth	89105.66

Financial Secretary McBee wished everyone a Happy New Year. Steve stated he is still receiving dues payments although at this point they are late. I will be removing names from the roster of those not paid, however will keep a hard copy for those choosing to pay later. There is still a delay in recording deceased members of the CVVFA. In the last five months we have received return mail from family members of deceased and wrong addresses. Please provide me of any changes that would help the Office.

Recording Secretary Worthington reported that the minutes of the Keyser booster meeting were transcribed and distributed through the email system. I also sent out copies to those who wish to have them sent USPS. Gene read the letter sent to CFSI in reference to joining the Coalition for Fire-Based EMS. He then read their response to our request, which stated that our request for membership was approved. The Steering committee wishes to thank you for your interest and your commitment in this important issue. We did send a letter to State Farm Insurance to request a replacement transcription machine, no response to date. Today, we are using a small portable recording machine, hopefully it will work for us. I have a new home phone number 410-734-0306.

Home Office Manager Heefner presented a written report. Welcome Officers & Guests, I received correspondence from the state of Delaware, several address changes, e-mails and \$212 from the sales of souvenirs. All of which has been distributed to the proper committees for action.

Publicity Manager Timko was absent, however sent some written correspondence. The Secretary read the following; this year will mark the 108th annual convention of the CVVFA. The Aetna Hose Hook & Ladder Company of Newark, DE is our host for this year's convention. The dates are July 29 through August 1, 2009. Please help us celebrate this occasion by becoming a sponsor of our program booklet. With your help, we can make this convention one that everyone remembers for many years. Attached are the forms for the ads, we would prefer camera ready art work. All ads must be in by June 15. Bob also wrote that he would like to attend the convention meetings. He is also soliciting new pictures for the book. Please forward them to his address.

Assistant Chaplain Wharry presented a written report. Jim spoke saying thank you to Halfway for hosting the Board meeting. Since the last meeting, I have sent several sympathy cards and have tentatively obtained the Saint Andrews Presbyterian Church for the memorial service. We are awaiting the approval of the Church Council. I was working on new get well cards when I came across about 50 of them that Chaplain Barnhart had given me. We are working on a letter to send to the widows about the memorial service and as soon as we get final approval for the church, the letter will be sent along with the sympathy card.

Attorney Howard Cohen stated thanks to Halfway for hosting the meeting as they have for several years. It is good to see the faces here especially Harry Alt. Over the past months, I continue to do my daily research for the Responder Safety web site. I have also been engaged over the past months in the Reputational Management program.

Pennsylvania Delegate Charlie Myers spoke about the upcoming quarterly meeting for PA in Camp Hill.

Directors reports –

Pennsylvania Director Brunner presented a written report. Good afternoon President Daniels, members and guests of the CVVFA, Happy New Year and welcome to Halfway, MD. I would like to first thank Halfway for hosting this meeting and for the invitation to last evening's banquet. Your members were gracious hosts and you can be proud of your company and its members. Since our last meeting in West Virginia, I have attended all of our fire company meetings and functions including our annual Christmas tree erection. I have also had the honor of being re-elected as President for our company for the 15th year. Again, thanks to Halfway for hosting this meeting and I hope everyone has a safe trip home.

Pennsylvania Director Holtry thanked Halfway VFC for hosting the meeting today. Other than that nothing else to report.

Maryland Director Wayne Baker thanked Halfway for hosting the meeting. Wayne further spoke about the convention trailer and the letter from the Apple Blossom reference the parade, he will mail in the reservation.

Maryland Director Bob Cumberland thanked the Fire Prevention Queens for their attendance. President Daniels, Officers, Directors, and Guests, since the October Booster meeting I attended all my fire department meetings, and Carroll County Volunteer Emergency Services Association meetings. I attended the 18th Annual Pennsylvania Fire & Emergency Services Conference with the following events, a safety program presented by Billy Goldfeder and another Making Your Voice Heard with Steve Austin leading a panel forum. As a member of the Maryland Fire Rescue Education Training Commission I attended the regular meeting at the Howard County training center. I had the opportunity to attend the Reputational Management workshop to develop a draft white paper, this was held at the National Fire Academy. As Treasurer of Children Village of Washington County I attend their monthly executive Committee meetings and board meetings every other month. I am still working with the Association store and the people at Emergency Training Associates in Taneytown, MD to add and increase different products in the store for our members and other fire service personnel. I would like to thank Director Steve Austin for working on getting it operational on the web page and we need all the Officers and State Directors to inform their members and other fire service members about the store so we can start moving our products. I worked with President Daniels on the agreement to get it signed along with Lou Jordan President of ETA. The question came up at the last booster meeting about taking memberships over the store web site by credit card and we can with no cost to the association. I continue to work on technology review of the grants to the Assistance to Firefighter Grants at Rockville. I am attending the MFRI Fire Department Safety Officer course at the Taneytown Fire Department twice a week for becoming certified as an Incidents Safety Officer.

West Virginia Director Harry Alt thanked the members for their support for the last 4 months, it has been rather trying, things seem to be improving somewhat. I would like to be replaced as chairman of the scholarship committee. I feel that someone else needs to jump in here right now, hopefully, I can assist at a later time. I am glad to be here today and hope to be active over the next few months.

West Virginia Director Rodney Kelley was absent.

Virginia Director Larry Smallwood was not in attendance.

Virginia Director Allen Brennan stated it was a pleasure to be here today, thanked Halfway for hosting the meeting. I have attended my company meetings and whatever the President of the State Firefighters Association has asked me to do.

Delaware Director Harry Balthis thanked Halfway for hosting the meeting. I have been working with others on the upcoming convention. My goal for the year is to recruit more members from my home area.

Delaware Director Austin spoke about the Fire-based EMS advocates and our membership to the group. Steve then spoke about the 2009 convention. You can make your reservations at the Sleep Inn in Newark now, absolutely a great rate at \$69 nightly. There will be a hospitality room there, open possibly 24 hours a day. You can expect to register at Station 8 in the main hall Wednesday evening. Food and drink should be available at that time. All the meetings will be held there. Lunch will be on your own on Thursday, followed by the rest of the business meeting. In late afternoon, we will be going down to Glasgow for a Hawaii event. The Friday Presidents Council will meet at Station 8 along with safety training at Station 9. The banquet will follow that evening with a dance in the main hall. The parade will start at noon on Saturday. Food and drink will be available after the parade. The agenda is on the website for your planning purpose. Steve then presented the Fire Prevention Queens a safety vest from Responder Safety. We want you to carry the importance message of wearing this gear.

Past President Flickinger spoke about a book given him at Christmas by his daughter, which included an article written by Steve Austin in the book. Steve has more to report on later.

President Daniels asked if any committee chairman needing to give a report for any action items or updates that needed to be known to provide us with the report.

Committees –

Convention – PP Flickinger reported on the activities for convention. They are planning on a road trip in April to Newark. Basically everything should fall in order. Any kind of publicity we will get in the PA Fireman. Also we finalized with the parade trophies and plaques. We wrote a letter to our former vendor. Steve asked a question about the sponsor money as to who will receive it, answer was that the money is sent back to Steve for his receipt. We need the tax-exempt number for the trophy maker. I have a few numbers for the budget to follow.

Web Page – Steve Austin reported on the CVVFA site asking for all to check out the information listed for each for accuracy. He then spoke on the Cumberland Valley Express newsletter being sent out. We have 200 e-mail addresses to use for anyone needing one, we can assign it and you can get your e-mails on any computer that is connected to the Internet. This is a totally private account, however we have the option to turn it off for abuse. In the future this newsletter will come from the editor. Question was asked if we should have a SOG. President Daniels asked Steve to draft this for our action. This is another member benefit for those desiring.

Reputation Management – Steve Austin reported on the recent meetings and the progress being made. The paper is in draft format currently under review. We feel that we have the essence of this captured, however it not ready for release until all participants have signed off. There are about 20 folks providing input into the document including Dave Statter from Washington News TV. We have a recommendation to launch another website dealing directly with the reputation management issue. Since this site will have a different audience this recommendation is being made. The web master has been contacted for pricing, should be cheaper. We are looking for a catchy name for the site to attract the emergency services personnel. This is an important issue as we have stated earlier and we expect much press about the topic when it hits the street.

Emergency Responder Safety Institute – Steve Austin spoke on the highway safety projects. He stated that we have over 14,000 hits on the ERSI site in November. Certainly many of these were searching information on the safety vest. We received our annual report from the NFFF who is our distribution center for the DVD's with over 4,000 mailed. A strategic plan is being developed to better manage our direction. Steve then spoke about future teaching locations across the country. We need to make sure our training classes are attended by the locals. Steve spoke specifically about a request he had received which defined the problem. Some discussion ensued about the training classes and specific incidents that have occurred and the lack of funding. We are currently working on a rear visibility video being produced, which will encourage the markings on apparatus. Discussion continued about the hosting of future training classes, maybe it is time to establish some guidelines and commitments. Question was asked if this is a certified class, response no, it is best practices as defined by national professionals. We have submitted a proposal to NFPA.

Store – Bob Cumberland reported on his meeting with ETA. We will be adding additional wares on the site for sale. Different colors and styles of their standard with our logo will be included. The store is up and running. Bob provided the secretary's office with a copy of the agreement. Items can be purchased directly from the store in Taneytown.

Legislation – Bob Cumberland reported on the fire prevention grant program. The AFG is on schedule for pier review in May. The money has been appropriated.

Scholarship – Rich Brunner spoke further on the brochures and flyers to be posted at colleges that have fire science programs. We need to promote the CVVFA name. He has looked into having color posters 11 x 17, 300 will cost \$305. Hopefully we could use existing graphics and some information

about us. Two questions I raise, do we want to pursue this and is 300 or 500 enough. Discussion continued about the printing, some suggestions were given. Rich will do some more follow up for action at next meeting.

Unfinished business –

We are still missing the President’s badge, Steve Heefner will purchase.

Bob Cumberland spoke about the membership application. The desire is to pay dues on-line via credit card. This is possible by ETA. Steve McBee was asked for his input, agrees with the concept, however needs to request information we need for our mailings.

MOTION to move forward with dues payments for memberships and renewals to be done on-line by credit card with funds being transferred to the financial secretary thru ETA by Bob Cumberland, seconded by Walter Robertson, discussion, voice vote taken, motion passed.

New business

Treasurer Dove introduced a proposal of a draft budget. He read from it and made some explanations about the numbers. Numerous comments and suggestions were given during the discussion process. The following budget was approved by **MOTION** from Bob Cumberland, seconded by Steven Haines, no further discussion, voice vote taken, motion passed.

INCOME		EXPENSES	
Membership Dues	2500	Officer Reimbursement	
Company/Department Dues	1500	Home Officer Manager	1800
Convention		Financial Secretary	500
Book Ad Sales	3500	Treasurer	250
Trophy Donations	3050	Convention	
Responder Safety	3000	Publicity Manager	200
Interest	1200	Convention book	3000
Miscellaneous	300	Memorial	100
Fundraising Sales	300	Trailer signage update	300
Transfer of Savings	390	President’s lodging	300
		Host company donation	800
		Parade trophies	1960
		Administrative	
		Death benefits	1500
		Booster meetings	500
		Presidents Council	200
		Official Functions/Dues	500
		Insurance	800
		PA Fireman Magazine	100
		CVVFA web site	465
		Reputation web site	465
		Scholarships	1500
		Miscellaneous	500
TOTALS	15740		15740

PP Flickinger asked about the future dates for booster meetings. Steve Heefner responded with the locations for those, however no meeting location has been set for this October.

Robert Trace asked question about the convention to be held in Harrisburg. They have had meetings and are planning for the event. Their convention committee will be at Newark this year.

MOTION to move forward with the new web page to provide information about the reputational management program currently being developed by Bob Cumberland, seconded by George Dove, no further discussion, voice vote taken, motion passed.

Tom Dell addressed the group about a business venture of his. I am now beginning my new business representing AFLAC. This is not a sales pitch, I am asking for your help in getting this off the ground. AFLAC offers a variety of programs, which provide cash benefits directly to employees who become ill, injured or disabled. We also offer an excellent program to assist anyone who has the misfortune of contracting cancer. These cash payments are to help them pay their mortgage, utilities, car payments, etc. while they are unable to work. These are expenses that are not covered by health insurance. The reason I need your help is because most of these policies are sold on a group basis through the place the employment. These programs do not cost the employer a dime and are strictly voluntary. The hardest part of this job is just getting to talk to the employers. Once they understand what AFLAC offers, they allow us to speak to the employees. If you can think of anyone with whom I can speak, I would truly appreciate it. I am not asking you to endorse AFLAC, just open the door for a presentation. I picked this company because of their extensive involvement in cancer. Anyone who knew my mother knows exactly where I am coming from. It is my goal to establish a scholarship in mom's name for aspiring students in the fire service field.

Steve Austin stated that he would sponsor the two queens by paying their dues for this year including Mom.

Steve Heefner has the orange cards for the upcoming meetings along with phone numbers of the hotels.

Good of the Association -

George Dove spoke about Old Jake that sits on top of the Rouss Fire Company in Winchester goes on the auction, minimum bid is \$3MM. George gave a brief history on the family and statue.

Jim Wharry gave the benediction, meeting adjourned at 2:10pm.

Respectfully submitted,

Gene Worthington
Recording Secretary

NOTE I have a new home phone number 410-734-0306.