ANNUAL REPORT

April 1st, 2010 through March 31st, 2011

PREPARED BY:

Steve Gaston, Fire Chief (ret)
CFFCA Secretary/Treasurer

APPROVED BY:

CFFCA EXECUTIVE BOARD OF DIRECTORS

President – Chief James White, Vice-Pres – Chief Gerard Ransom
District 1 – Chief John Miller, District 2 – Chief Craig Haun, District 3 – Chief Robert King
District 4 – Chief Richard Keith, District 5 – Retired Chief Charles Chapman
Immediate Past-President – Chief John Williamson

TABLE OF CONTENTS

EXECUTIVE BOARD OF DIRECTORS	PAGE 3
SPECIAL ACKNOWLEDGEMENTS	PAGE 4
CORPORATE PARTNERS	PAGE 5
DISTINGUISHED SERVICE AWARDS	PAGE 6
EXECUTIVE SUMMARY	PAGE 7
MEETINGS and ATTENDANCE	PAGE 8
FINANCIAL YEAR-END REPORT	PAGE 8
PROGRAMS—PRESENTATIONS	PAGE 9
STRATEGIC PLAN—PROGRESS	PAGE 9

CFFCA MISSION STATEMENT

The Association's Mission is to promote proactive leadership throughout the Central Florida Fire, EMS and Emergency Services profession that establishes and supports common goals and objectives, cooperative partnership opportunities, and the professional development that meets the needs of its agencies, members, and the communities they serve.

More particularly, the spirit of our Mission is to bring together in a business and social environment those organizations and persons interested in the development of our profession and services through networking and educational opportunities.

EXECUTIVE BOARD OF DIRECTORS

[YEAR 2010-11]

PRESIDENT

Jim White, Fire Chief
Winter Park Fire Department

VICE-PRESIDENT

Gerard Ransom, Fire Chief
Sanford Fire Department

DISTRICT - 1 (Orange) DIRECTOR

James Reynolds, Fire Chief
Orlando Fire Department

DISTRICT - 2 (Seminole) DIRECTOR

Craig Haun, Fire Chief
Lake Mary Fire Department

DISTRICT - 3 (Osceola) DIRECTOR

Robert King, Fire Chief
Kissimmee Fire Department

DISTRICT - 4 (Lake) DIRECTOR

Richard Keith, Fire Chief
Tavares Fire Department

AT-LARGE DISTRICT DIRECTOR

Charles Chapman, Fire Chief (ret)
Longwood Fire Department

IMMEDIATE PAST PRESIDENT

John Williamson, Fire Chief
Winter Garden Fire Department

APPOINTED CFFCA OFFICERS

Steve Gaston, Fire Chief (ret)
Secretary/Treasurer

Ragan Vandegriff
Chaplain

SPECIAL ACKNOWLEDGEMENTS

LEGISLATIVE COMMITTEE

(FIRE / BUILDING / LIFE SAFETY Issues)
Tony Apfelbeck, Fire Marshal/Building Official (Altamonte Springs)

(EMS / HEALTHCARE Issues)
Ray Colburn, Fire Chief (Reedy Creek Emergency Services)

MEMBERSHIP COMMITTEE

Board of Directors

PROFESSIONAL DEVELOPMENT COMMITTEE

Jerry Ransom, Fire Chief (Sanford) – BOARD Liaison

SOCIAL EVENTS/FUND RAISING ACTIVITIES COMMITTEE

[Social Event Planning]
Charlie Chapman, Fire Chief (ret) CHAIR

[Fund Raiser Event Planning]
John Williamson, Fire Chief (Winter Garden)

NOMINATIONS and ELECTION COMMITTEE

Matt McGrew – Winter Garden Fire Dept (Orange District)
Lars White – Oviedo Fire Rescue (Seminole District)
Jeremy Donovan – Kissimmee Fire Department (Osceola District)
John Jolliff – Lake County Fire Rescue (Lake District) CHAIR

BYLAWS COMMITTEE

Steve Gaston, Fire Chief (ret) – Secretary/Treasurer
And Board of Directors

CFFCA LIFETIME MEMBERS [20]
† - In Honor and Memory

Gene Reynolds †	John Howe	Charlie Walker
Olin Strickland	Mike O'Dowd	Mitch Floyd
T.L. Siegfried	Larry Bell	Ron Strosnider
Mike Kelly	Bill Dryburgh	Charles Chapman
Paul W. Algeri	Randy Tuten	Richard Anderson
David Halstead	Steve Gaston	Tim Lallathin †
Charles Holzman	Wayne Martin	Stan Human

CORPORATE PARTNERS

The following (29) Corporate Sponsors were CFFCA partners and have kindly and graciously supported of our CFFCA mission. Their friendship, partnership and financial support are very much appreciated.

THIRD Alarm Partners

1-800-BOARD-UP
BENNETT FIRE PRODUCTS COMPANY
ELKHART BRASS
HALL-MARK FIRE APPARATUS
MUNICIPAL FIRE EQUIPMENT COMPANY
TEN 8 FIRE EQUIPMENT COMPANY
WHEELED COACH INDUSTRIES

SECOND Alarm Partners

CARDIAC SCIENCE
EVERYBODY'S AED
FLORIDA DOOR SOLUTIONS
GLOBAL TRAFFIC TECHNOLOGOES
MINE SAFETY APPLIANCES (MSA)
O'BRIEN'S RESPONSE MANAGEMENT
SERVPRO OF OSCEOLA COUNTY
SUTPHEN CORPORATION
TARGET SAFETY

FIRST Alarm Partners

ARCHITECTS DESIGN GROUP
BENTLEY ARCHITECTS + ENGINEERS, INC.
ETR VEHICLES
FERRARA FIRE APPARATUS, INC.
FIRE RESEARCH CORPORATION
FIRE STATS
FISHER SAFETY
GLOBE MANUFACTURING
MEDTRONIC Emergency Response Systems
NORTH AMERICAN FIRE EQUIP COMPANY
WIRELESS TECHNOLOGY EQUIPMENT COMPANY, INC.
ZOLL MEDICAL CORPORATION

HONORARY Partner

HILTON ORLANDO/ALTAMONTE SPRINGS

CFFCA membership agencies are encouraged to support and/or use the services of these sponsors, consistent with the agency's local purchasing policies and regulations...

CFFCA DISTINGUISHED SERVICE AWARDS

Seminole County Fire Rescue Department
Leeanna Mims, Fire Chief
In recognition of CAAS Accreditation
Commission on Accreditation of Ambulance Services
March 8, 2010

RECOGNITION AWARDS – SERVICE TO ASSOCIATION

Ragan Vandegriff, CFFCA Chaplain
Lifetime Achievement Award Re-Nomination by CFFCA Board
Patriot Day Recognition Breakfast
September 11th, 2010

RETIRING FIRE CHIEFS – SERVICE PLAQUES

Ronnie Snowberger, Fire Chief
Mount Dora Fire Department
March 4, 2010

James Reynolds, Fire Chief
Orlando Fire Department
June 1, 2010

Gary E. Kaiser, Director/Fire Chief
Lake County Department of Public Safety
June 4, 2010

Charlie Lewis, Fire Chief
St. Cloud Fire Department
July 1, 2010

CONGRATULATIONS are in order to the above retiring chief officers….

PRESENTATION SPEAKERS – TOUCH ITEMS

CFFCA logo Challenge Coins were presented throughout the year to each meeting speaker in recognition of their presentation and information provided to the CFFCA membership.

EXECUTIVE SUMMARY

The Central Florida Fire Chiefs' Association (CFFCA) serves Fire/EMS agencies throughout the Orange, Seminole, Osceola, and Lake Counties. This geographical area currently consists of thirty-four (34) agencies. Twenty-eight (28) of these agencies are active member agencies. As of March 31st, 2011, the CFFCA Roster stood at one-hundred sixty-two (162) members in good standing from the previous year's 173 members. This represented a decrease of 7% in CFFCA memberships.

Eleven (11) monthly meetings were held with a social luncheon held at the FFCA Summer Conference in Ponte Veda Beach (FL) during July. General Membership Meetings were well attended with all business meetings mustering a quorum under the bylaws. The March 2011 business meeting served as an East Central Florida Regional Meeting for the Florida Fire Chiefs Association.

The Board of Directors conducted nine (9) tele-conference meetings throughout the year and one (1) on-site workshop held at Disney EPCOT followed by a tour of the "where is the fire" virtual public education training exhibit.

An average of fifteen (15) agencies and thirty-one (31) members were present at each meeting which represented a 20% increase in attendance from previous year. Ten (10) programs were scheduled and presented throughout the year to those in attendance. The July luncheon [held at the place of the Florida Fire Chiefs' Association's Annual Summer Conference] continued to be a successful event with good attendance including visiting dignitaries from throughout Florida. Our twenty-nine (29) corporate partners remained very active in our monthly meetings by logging over 56 visits last year. Over the course of the year, seventy-four (74) guests were introduced and welcomed at the monthly meetings, along with twenty-one (21) guest agencies.

The CFFCA's first Challenge Coin was designed under direction of the Board of Directors and presented to the General Membership at the August meeting. Coins were provided to guess speakers and other visiting VIPs. Coins were also made available for purchase by the membership on a first-come / first-serve basis.

The CFFCA web site continues to serve the CFFCA membership as a reliable source of information on the CFFCA, its mission, and activities. The website includes an electronic calendar which allows CFFCA members or other interested parties to view the calendar and auto-set the reminder feature. The website is routinely updated by the Secretary/Treasurer to provide users with the most current information on CFFCA. In addition to the monthly business meetings, electronic e-mail notices were used as the primary means of communicating with the CFFCA membership. The most current minutes of meetings and other pertinent documents (bylaws, strategic plan, BOD minutes, annual report, and Program Power Points) were made available for downloading via the CFFCA web site.

The financial and business profile of the CFFCA remains solvent with a year-end treasury balance of $11,811.07 as of March 31st, 2011. Membership reductions due to economic downturn and budget cuts were offset financially by the Corporate Partner membership levels of participation providing additional revenue.

All three (3) strategic plan "focus areas" established by the Board of Directors were used as a business plan guide with the intent met in the most part during the past business year.

MEETINGS AND ATTENDANCE

Over the reporting period, the CFFCA held ten (10) general membership business meetings, one (1) Annual Social Lunch at the FFCA Summer Conference site, and one (1) Corporate Partner Appreciation/Holiday Lunch Social. It appears by sustainment of monthly meeting attendance roll calls that the 2nd Thursday each month and venue continues to work well for the majority.

All business meetings mustered a voting quorum in accordance with association bylaws and business items were acted on without delays. The meeting in July was conducted at the FFCA summer conference in Ponte Vedra Beach (FL) which consisted of a lunch social forum. The FFCA luncheon remains to be a popular venue and continues to serve the goodwill of the fire service through the exposure and network opportunity.

The majority of Board of Directors meetings were held via Go-To-Meeting online format on the Thursday prior to the general membership meeting. Ten (10) board meetings were held with a quorum at all meetings called. As customary, the BOD did not meet in July or during the month of December. The March 2010 BOD Meeting was held at Disney's EPCOT for a tour of the Virtual Home Fire Training Simulator used in children and family public education endeavors.

The meeting location for general membership meetings remained at the Altamonte Springs Hilton. This location continues to best accommodate our membership with a comfortable (and quiet) meeting space and a quality meal at a reasonable cost. Meetings included a full buffet lunch at a cost of $10 per member with the treasury underwriting an additional $2.50 of the overall meal costs. To help offset this subsidy, the practice of 50/50 ticket sales were continued at each meeting. To further offset overhead costs, arrangements for special lunch speakers to underwrite the subsidy were made on a selective case-by-case basis. These speaker contributions cover the subsidy only—not the agency member's lunch cost as not to impose a conflict of interest or appearance of impropriety.

According to Roll Call records, the average "AGENCY" attendance (15 agencies) increased from 13 reported in the previous reporting year. The agency low was 8 with the high recorded at 16 agencies in attendance. The "INDIVIDUAL" membership attendance average for each meeting was 31 members (up 20% from previous year) with the low being 25 and the high being 45 members in attendance (inclusive of guests). Our corporate partners remained in active attendance with over 56 visits recorded during the year. A total of seventy-four (74) guests were also welcomed and introduced over the business year. Guests were from the State Fire Marshal's Office, State Fire Academy, the Florida Fire Chiefs' Association, and other area FC associations.

TREASURY REPORT – YEAR END

The beginning balance as of April 1st, 2010 was $ 9,177.29. The year-ending treasury balance on March 31st, 2011 is $ $11,811.07. At the Call of the President, an audit of the CFFCA books will be conducted in accordance with the bylaws to verify and report that financial books are found in "GOOD FINANCIAL ORDER". The current downturn and state of the economy continues to have a significant impact on our membership numbers due to agency budget cuts.

Copies of detailed monthly Treasury Reports are available upon request. In accordance with the CFFCA Bylaws, all records and books are open to membership inspection.

PROGRAMS/PRESENTATIONS

The below business meeting programs were provided with a variety of common interest topics for educational and networking opportunities of CFFCA members. Planning efforts to provide quality presentations are attributed to our CFFCA Professional Development Committee.

State Fire College—Bureau of Standards and Training UPDATE
Urban Search and Rescue [USAR] Update
State Emergency Response Program [SERP] Update
Florida Division of Emergency Management UPDATE
Wind– Driven Fires OPS Presentation
Fire Pension Issues
Round-Table Forum on Video/Social Media Policy
Corporate Partner Annual Appreciation Social
Central Florida Intelligence Exchange [CFIX] UPDATE
CFFCA Retiree Round Up and Personal Financial Planning
Florida Fire Chiefs' Association—Regional Meeting UPDATE

STRATEGIC PLAN PROGRESS

The CFFCA strategic plan process coincides with the association president's term of office. The 2010/2011 business year continued to be another year of accomplishments for CFFCA.

FOCUS AREA # 1: PROFESSIONAL NETWORKING

- Schedule a set number of networking opportunities throughout the year for CFFCA 5-bugle agency chiefs and/or directors to meet as a forum to promote the discussion of common issues facing agencies.
- Directors to be more proactive within their represented districts encouraging agency attendance and participation.
- Continue inter-association relationships through meeting attendance and open-invitation opportunities extended to other similar associations.
- Increase CFFCA visibility and participation through collaborative efforts with sister association groups attending state events, awards, etc.

FOCUS AREA # 2: PROFESSIONAL STANDING AND CREDITABILITY

- Establish a consistent voice and position statements on issues that impact the Central Florida area – understanding that there will be limits that some agencies are willing to undertake, including a philosophy to agree to disagree on various issues.
- Remain actively involved with the FFCA providing valuable Central Florida input maintaining a strong presence in leadership and planning roles.

FOCUS AREA # 3: ASSOCIATION RELEVANCE AND SUSTAINABILITY

- Remain vigilant and fiscal responsible mindful of the current and future economic impacts affecting the fire service, this association, and its members.
- Determine the feasibility of expanding the CFFCA membership's Associate Status to that of Emergency Management, Fire Marshals, Chaplains, and other potential membership candidates that would share mutual benefits.
- Actively seek methods to off-set the increasing lunch costs and the CFFCA subsidy share through promoting 50/50 ticket sales, fund raiser opportunities, and lunch sponsorships.
- Remain committed to providing beneficial lunch programs that improves interest and increases meeting attendance.

The focus of our Association's direction will be determined by the Executive Board of Directors through an strategic planning, membership input, and the participation of members on working committees.