



Industrial Fire & Safety Section
4025 Fair Ridge Drive
Fairfax, VA 22033
703-273-0911



To: IF&S Section Members
From: Chief Reginald D. Freeman, Chair
Re: March 4, 2015
Board Meeting Minutes

Participating on Conference Call:

Reginald Freeman, Chair
Rick Isaacks, Vice Chair
Eddie Avila
Christopher John Herman
Kent Newcomb
Rick Ramirez
Steve Carver

- Chairman Freeman opened the meeting at 0900 hrs with the discussion of January's meeting minutes.
 - Approved as read
 - Motion - Rick Isaacks
 - 2nd - Kent Newcomb
- Old Business
 - Cash Reserve Policy – The final draft of the document will be sent out to the board for approval.
 - April's Membership Conference Call – The Communications Guide for participants and the board have been approved for use.
 - It be used and discussed at the April 1st membership conference call.
 - A WebEx meeting will be conducted for Wednesday, April 1, 2015 at 1100 hrs EST for the IF&S Section membership.
 - An e-blast will be sent out to the membership notifying them of the meeting and providing the agenda and participant's guide.
 - Chairman Freeman will be providing John the meeting's presentation.
 - The section will be developing tools for the membership as part of a Business Continuity Program for Emergency Managers/Chiefs.
 - Will use NFPA 1600 Standard on Disaster/Emergency Management and Business Continuity Programs as the model.
 - A review process of the standard will take place to extract the applicable and relevant information for the Fire and Industrial emergency services.
 - Eight copies of NFPA will be provided to the board to start this process – Motion by Rick Isaacks and 2nd by Kent Newcomb.

- New Business
 - Finance
 - John provided Rick Ramirez the 2014 end of the year budget/expense report and the 2015 budget for the IF&S Section.
 - Rick Isaacks inquired about the upcoming FRI; will there be a membership area for the IAFC? If so, can we see if someone from the IF&S Section can be available in the membership area to answer questions.
 - The IAFC is updating the one-page Fact Sheet for all Sections. The IFS&S Section's has been updated and will include the names of the board members and their organizations.
 - Chris Herman brought up to the board about the JOIFF and its training opportunities. We should look to be more engaged with them. A link to their training will be provided on the IF&S Section's web page.
 - Kent Newcomb will continue to push training links to John to incorporate into the web site. We need to keep out international partners in the loop.
 - Chairman Freeman spoke to First Vice President Kerr. She is in full support of the IF&S Section and will provide any support.
 - Chairman Freeman will be crafting a "New Membership" campaign that will award a section member a new iPad that gets the most members signed up to the section. This will occur two times a year.

- Adjourned - 0952 Hrs