



**Professional Fire and Fraud Investigators Association**  
**Meeting of the Board of Directors**  
**September 29, 2019, Columbia, MO**

**I. Call to Order.**

The meeting of the Board of Directors of the Professional Fire and Fraud Investigators Association was held September 29, 2019 at the Drury Plaza East Hotel, Columbia, MO. Pres. Dunkin called the meeting to order at 4:15 pm.

**II. Roll call of the Board of Directors.**

Sec. Vanderhoof called the roll of the Board of Directors. Present were Pres. and MACAP Chair Kevin Dunkin, Vice Pres. Chris Thompson, Sec. Bruce Vanderhoof, Treas. Bill Zieres, Immed. Past Pres. Rob Wylie, and Directors Tim Medlin, Dave Miller, Larry Jennings, Rob Williams, Scott Stoneberger, and Roger Hayes.

**III. Approval of the Minutes.**

Pres. Dunkin called for approval of the minutes of the meeting of the Board of Directors held June 4, 2019. Immed. Past Pres. Wylie moved to accept the minutes. Dir. Miller seconded. The motion passed.

**IV. Financial Report.**

Treas. Zieres reported that beginning September 1, 2018 with a balance of \$29,337.44, having total income of \$24,685.37 and total expenses of \$17,117.98, the total assets of the Association as of August 31, 2019 were \$36,904.83. This includes \$755.19 from the NASFM Juvenile Firesetters Grant. Treas. Zieres also reported the Arson Reward Fund beginning January 30, 2006 with a balance of \$1,000.00, having a total income of \$10,840.71 and total expenses of \$6,251.00, the balance as of August 31, 2019 was \$5,539.71. There has been no activity with the reward fund since September 2016.

Dir. Stoneberger moved to approve the report. Dir. Miller seconded. The motion passed.

**V. Reports of the Officers.**

A. Secretary – Sec. Vanderhoof reported the AD&D insurance policy carried by the Association on the membership was renewed September 1, 2019. Also reported was the purchase of new T-shirts and thermal mugs from Fast Signs, Russ Mason.



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- B. Treasurer – Treas. Zieres reported he was required to submit a lengthy application for funding to support the Certified Fire Investigator Course through the Division of Fire Safety. He also applied for funding a course at the annual conference. That was denied by the state. He said the funding for four courses was approved. The Association will receive \$1,550 for each course. If costs exceed this amount, the Association will have to cover the costs.
  
- C. Vice President – Vice Pres. Thompson had nothing to report.
  
- D. President – Pres. Dunkin reported he had sent a letter to Fire Marshal Tim Bean regarding a free one-year membership to anyone attending the CFI course and not a current member. There appears to be no issues with the Division in doing this at the courses. He also said the Fire Marshal's office wanted to know if Association wanted to sponsor a floor in the annual stair climb. The cost of this is \$250. Vice Pres. Thompson moved to sponsor a floor. Dir. Miller seconded. The motion passed.

**VI. Committee Reports.**

- A. Standing.
  - 1. Training – Sec. Vanderhoof reported that an internet search provided this information. The CFI course was just completed in Joplin. Another course is scheduled for November 4 – 8 in Blue Springs. Winter Fire School is scheduled for February 7 – 9, 2020 in Columbia. Summer Fire School is scheduled for May 27 – 31, 2020 in Columbia. The MOIAAI conference is scheduled for May 29 – 31, 2020 in Springfield.
  
  - 2. Legislative – No report was submitted.
  
  - 3. Membership – Sec. Vanderhoof reported as of September 26, 2019, there are 28 members from 2017, 31 members from 2018, 69 members from 2019, 169 active members, and 9 life members, for a total of 306 members of the Association. Discussion was held about the roster maintaining past members for several years. Our cost for covering the past due members with the insurance policy was discussed. Immed. Past Pres. moved to remove those from 2017 and 2018 from the roster. Dir. Jennings seconded. The motion passed. This will remove 59 persons.



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4. Bylaws – Sec. Vanderhoof thanked the members of the b1board for their assistance and input over the past 18 months for the amendments proposed to the bylaws. These had been posted on the Association web page and messages to review these were added to the renewal applications, the conference flyers, and as a front pop-up on the web page.
5. MACAP – Pres. Dunkin said there hasn't been much activity as he is waiting for the anticipated approval for administration in the bylaws. He also said the new web page is up and running.
6. Awards – Vice Pres. Thompson reported there had been no nominations for awards. Pres. Dunkin said he was going to present two President's Awards at the General Membership Meeting.
7. Harry Hansen Award – Treas. Zieres reported No nominations had been received.
8. Audit – Pres. Dunkin asked Vice Pres. Thompson to ask at least two Board members to assist with the audit before the meeting on Tuesday.
9. Nominating – Dir. Jennings reported a slate for the open position on the Board will be presented at the proper time during the General Membership Meeting.
10. Conference – Pres. Dunkin reported everything appears set for the conference. Treas. Zieres said there are 70 pre-registered of which 18 are new members. Sec. Vanderhoof said the POST paperwork is ready. Immed. Past Pres. Wylie asked if he could receive the paperwork from his class as he has a POST provider number. Pres. Dunkin asked the Board member to assist with registration and the hospitality room. Sec. Vanderhoof explained a comment he received about changing the three-day week-day program to the St. Louis area and the two-day week-end program to the middle of the state. This was discussed and will be considered if the split format is continued. There have been favorable comments received from the attendees, as some unfavorable comments.

B. Special - There are no special committees seated.



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### **VII. Unfinished Business**

Pres. Dunkin called for any unfinished business. None was presented.

### **VIII. New Business.**

Pres. Dunkin called for any new business. None was presented.

### **IX. Adjournment.**

With no further business brought before the Board, Immed. Past Pres. Wylie moved to adjourn. Dir. Williams seconded. Pres. Dunkin adjourned the meeting of the Board of Directors at 5:20 pm.

*Bruce Vanderhoof*

Secretary