



Professional Fire and Fraud Investigators Association

**Meeting of the Board of Directors
March 8, 2019, Jefferson City, MO**

I. Call to Order.

The meeting of the Board of Directors of the Professional Fire and Fraud Investigators Association was held March 8, 2019 at Madison's Cafe, Jefferson City, MO. Pres. Dunkin called the meeting to order at 12:07 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, and Directors Tim Medlin, Dave Miller, Larry Jennings, Rob Williams, Scott Stoneberger, Dan Bruno, and Roger Hayes.

III. Approval of the Minutes.

- A. Pres. Dunkin called for approval of the minutes of the meeting of the Board of Directors held September 14, 2018. Treas. Zieres moved to accept the minutes. Vice Pres. Thompson seconded. The motion passed.
- B. Pres. Dunkin called for approval of the minutes of the 52nd General Membership Meeting held September 15, 2018. Treas. Zieres moved to accept the minutes. Vice Pres. Thompson 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 \$10,151.30 and total expenses of \$11,773.48, the total assets of the Association as of February 28, 2019 were \$27,715.26. 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, 2018 was \$5,539.71. There has been no activity with the reward fund since that time.

Treas. Zieres said the State has a new process of approving funding for training. This process requires more documentation, a longer time frame, and other state office approval for the funding to be



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provided. This new process may, and probably will, cause the Division of Fire Safety funding support of our conference to be eliminated. Discussion was held on what was involved and any possible solutions. The possibility of increasing registration fees for the conference was discussed.

Dir. Jennings moved to approve the report. Dir. Williams seconded. The motion passed.

V. Reports of the Officers.

- A. Secretary – Sec. Vanderhoof said the insurance police carried on the membership had been extended to September 1, 2019. This makes the policy period as September 1 to August 31 each year matching the Association fiscal year.
- B. Treasurer – Treas. Zieres presented the Board with the new pocket name badges. He also said there may be issues at the Division as to funding and backing of the Certified Fire Investigator course. Lengthy discussion was held regarding what this was and how these issues came about. After this discussion, it was decided to have a meeting with State Fire Marshal Bean for any information and input he may have.
- C. Vice President – Vice Pres. Thompson had nothing to report and deferred his comments to later in the meeting.
- D. President – Pres. Dunkin said he has talked with DeAnna and she is having surgery on her shoulder soon. The Board agreed that she has all our support. Pres. Dunkin said the web page is up and running. It looks very good and asked everyone to take a look. He also said that if anyone has anything of relevance interest to forward it to DeAnna for addition to the web page.

VI. Committee Reports.

- A. Standing.
 1. Training – Dir. Miller and Dir. Stoneberger said CFI courses are scheduled for March 11 – 15, 2019 in Poplar Bluff, MO; and April 22 – 26, 2019 in Lake Ozark, MO. These will complete the current fiscal year.



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2. Legislative – No report was submitted.
3. Membership – Sec. Vanderhoof reported as of March 8, 2019, there are 35 members from 2017, 41 members from 2018, 219 active members, 9 life members, for a total of 304 members of the Association. Discussion was held on the removal of the 2017 delinquents. These delinquent members are being covered on the insurance policy at costs to the Association. It was decided to send the upcoming renewal to all on the roster. A decision on removal will be tabled until the next return of renewals.
4. Bylaws – Sec. Vanderhoof said there are many proposed amendments to the bylaws. Most of these are wording clean-up. Many are revisions and updates. Some do involve significant changes. Sec. Vanderhoof asked each Board member to review and add any changes or rejections so the bylaws can be presented as required before the conference.
5. MACAP – Pres. Dunkin asked the Board about the organization of MACAP. Treas. Zieres was the most familiar with MACAP and its inception. As the program had changed in its administration and requirements over the past years, Pres. Dunkin asked if MACAP could be made a committee under the control of the Association. Treas. Zieres said the original controls of MACAP had been dissolved many years ago and there was not a problem with the Association taking oversight of MACAP. This was approved by the Board pending bylaws changes and the membership approval.
6. Awards – Vice Pres. Thompson said he has not received any nominations.
7. Harry Hansen Award – Treas. Zieres said he has not received any nominations.
8. Audit – Vice Pres. Thompson said will meet as directed at the proper time.
9. Nominating – Dir. Jennings said will ask for additional members to the committee and begin developing the slate for elections.



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10. Conference – Vice Pres. Thompson said there will be a conference. The conference will be in the Columbia area, most likely at the new Drury Inn. Dates had been checked and the home football schedule is out. The dates have not been set as the format of the conference has not been established. Discussion was held on the results of the two-day format of the last conference and the upcoming three-day format. Pres. Dunkin said he had received requests to go back to the five-day format from the membership. After discussion, it was decided to retain the three-day format at the upcoming conference and reevaluate the schedule after that. With this schedule, there should be not conflicts with the hotel and football.

Tentative topics were then discussed. The burn group from Grinnell Reinsurance are going to be contacted for availability. Fire dynamics will be presented all day Monday. Tuesday morning will be investigator safety. Grinnell will present Tuesday afternoon and Wednesday morning. The General Membership Meeting will be at noon on Monday.

Discussion was held about raising the registration fees for the conference. It was decided and approved by the Board to increase the fees for the 2019 conference to \$200.00 for members and \$225.00 for non-members.

B. Special - There are no special committees seated.

VII. Unfinished Business

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

VIII. New Business.

Pres. Dunkin called for any new business. Dir. Medlin said there was a change in the POST approval requirements and that associations can get provider approval status. This was discussed and Dir. Medlin and Treas. Zieres are going to work together on submitting the necessary paperwork for getting this status.

The next meeting of the Board tentatively scheduled for June 4, 2019 at noon at Madison's Café in Jefferson City, MO.



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IX. Adjournment.

With no further business brought before the Board, Dir. Williams moved to adjourn the meeting. Dir. Miller seconded. Pres. Dunkin adjourned the meeting of the Board of Directors at 3:00 pm.

Bruce Vanderhoof

Secretary