



8251 Greensboro Drive, Suite 650 • McLean, VA 22102
Tel: 703.273.0911 • Fax: 703.273.9363 • IAFc.org

VCOS Board Telecon Meeting Minutes December 10, 2024

Participants:

VCOS Board Members Present:

Chief Rich Cowger, Chair
Chief Fred Windisch, Secretary/Treasurer
Chief Jason Catrambone, International Director
Chief Spencer Cheatham, Director at Large
Chief Shawn Stokes, Director at Large
Chief Jordan Cramer, Director at Large
Chief Tim Sendelbach, Director at Large
Chief Jason Caughey, Director at Large
Chief Kevin Cooney, Director at Large

VCOS Board Members Not Present:

Chief Al Yancey, Vice Chair

IAFC Guests/Staff:

Kevin McGee, Staff Liaison
Mikel Robinson, Staff Support Contractor
Chief John Buckman, Education Coordinator
Eddie Buchannan, Chair, Data Ribbon Report Committee

Call to Order

Chief Rich Cowger chaired the meeting. A roll call was taken and a quorum was present. The meeting came to order at 1405 hrs ET.

Approval of November 13/17, 2024 Board Meeting Minutes

Chief Rich Cowger, Chair

MOTION: December 10, 2024-01

**Motion made and seconded to approve the November 13/17, 2024 Board meeting minutes.
Motion carried.**

Caughey/Stokes

Chair Report

Chief Rich Cowger, Chair

Chief Cowger shared the topics covered during the Executive Committee meeting that exclusively reviewed the topics on the Board agenda.

Chief Cowger reported that the 2024/2025 Committee Roster is in the final steps of completion.

Chief Cowger yielded to Eddie Buchannan, Chair, Gold Ribbon Report Committee so that he can present a Gold (Data) Ribbon Report update.

Chief Buchannan informed the Board that the Gold Ribbon Report Committee completed their work on the draft report, and it was submitted to Chief Cowger. The committee just made final edits, it was given a preliminary IAFC staff review for edits and is ready for the Board's review.

Chief Cowger thanked Chief Buchannan and his committee for their work. He will forward the draft to the Board so that it can be approved to move forward to the IAFC Board on or before the next VCOS Board meeting. Chief Cowger will prepare a cover letter and request a letter from Dr. Moore-Merrell to be submitted into the report.

Vice Chair Report

Chief Cowger stated on behalf of Chief Yancey that a survey was sent to the Board and staff to complete a SWOT analysis form to be completed right away so it can be discussed at the next Board meeting.

Chief Yancey's Health, Wellness and Safety Committee report was sent in the Board meeting packet.

International Director Report

Chief Jason Catrambone

Chief Catrambone informed the Board that a second at-large IAFC Board member will be added to the IAFC Executive Committee to make a seven-member committee. The next IAFC Board meeting is scheduled for January 28, 2025.

The IAFC policy update is in its final stage of completion.

A joint IAFC, IAFF, Metro Chiefs letter will be sent to the incoming Administration with three recommended names for consideration for US Fire Administrator.

Chief Tom Kuntz was selected as interim Treasurer to fill the vacant IAFC Board Treasurer position.

Chief Catrambone attended the Technology Summit in Oklahoma City, OK.

Secretary Treasurer Report

Chief Fred Windisch

Chief Windisch will send the Treasurer's Report to the Board by email that covers through October 2024. He emphasized that travel expense reports should be submitted before Christmas to close out 2024 VCOS expense costs.

Education Coordinator Report

Chief John Buckman

Chief Buckman stated that Symposium in the Sun was a major success. An after-action report will be sent to the Board. An open discussion was held to address the SITS venue for 2027 and going forward. The SITS Planning Committee will prepare a 2025 SITS budget.

A Red Ribbon inquiry was made from a department in Ohio.

Communications Committee

Chief Spenser Cheatham

Chief Cheatham informed the Board that the Fall Newsletter will be released to the Board for approval in the next day or two.

Board Policies and Procedures Report

Chief Shawn Stokes

Chief Stokes facilitated a discussion on the draft candidate endorsement policy.

Workforce Solutions

Chief Jordan Cramer

Chief Cramer held a meeting with IAFC staff and was informed of staff member changes to the Workforce Solutions team. IAFC committed that VCOS is now included in all their planning processes.

Chief Cramer briefed on Safer 7, and Safer 8. Workforce Solutions requests three VCOS representatives as technical advisors. Staff are open to using Safer funds to support Critical Thinking Academy attendees with travel expense coverage.

Support Position Report

Mikel Robinson

Ms. Robinson informed the Board that her heavy client workload is completed to allow her to focus more time on VCOS work.

Staff Liaison Report

Kevin McGee

No report

Old Business

No Old Business

New Business

Chief Caughey reported that he will meet with CEO Rob Brown to discuss future opportunities for partnerships and the discretion that VCOS has in order to pursue them.

The telecon ended at 1515 hrs ET.

Minutes submitted by:

Mr. Kevin McGee
VCOS Staff Liaison

Fire Chief Fred Windisch
Secretary/Treasurer

Chief Rich Cowger
Chair

Because electronic mail can be altered, the integrity of this communication cannot be guaranteed.