

January 16, 2010

Fire Alliance Meeting War Bonnet Inn, Butte

Attending: Mike Doto, Jim Dusenberry, Ken Mergenthaler, Susan Mergenthaler

Pat Harrington-from War Bonnet

Agenda:

Approve minutes

*Mike motioned to approve minutes from 1/2/2010 meeting as written, Jim second. Carried*

Review finances/draft budget

- coffee, tea, water, soda in afternoons for breaks
- Pat will get us revised prices
- Need costs for ESCI
- Mike will get security estimate
- Mike will get bus costs
- Brochure may had additional costs
- Wait to revise the budget until we get additional costs

Facilities

- War room will be in the Board Room and where Fire Alliance Board meetings will be held.
- General session set up for 125, classroom, with extra chairs
- Friday General Session room has to be emptied by 5:00 p.m. to set up for banquet.
- Breakout set up for 25 classroom style
- Registration 2 tables with 4 chairs
- Av cart in each room
- Projector Screens in each room
- Mike will take care of projectors/lapel microphone

Thursday

- Coffee/water/tea for forum meetings
- Coffee at registration table Thursday, Friday and Saturday morning in the War Bonnet
- Friday/Saturday coffee with vendors – afternoons some coffee and soda
- Lunches to be in vendor area
- Cold cuts
- Two salads, one garden, one potatoes/pasta
- Dessert
- Fresh fruit
- throw away plates/cups
- tables to stand and eat at for vendor area, if we have to rent, then rent
- Rooms will have water on the tables
- banquet changed to 6:30 p.m. to give enough time for set up**
- bar in banquet room, pay for their own drinks
- 15 to be seated at head table

## Fire Alliance

Instructors – Mike Doto and spouse  
Districts – Jim Dusenberry and spouse  
Volunteers – Kraig Hansen and spouse  
Chiefs – Rich Cowger and spouse  
Wardens – Chief Martin and spouse  
Chief Brunacini  
Chief Plaughter  
Leonard Lundby and spouse  
Speaker

-seating for 150 to start

## Finalize the agenda

- Mike Doto is IC, any questions or problems with the facility or vendors need to go through Mike. He is only one authorized to make changes. He will assess costs/benefits and if need be meet with the board.
- agenda is based on assumption that classes were to be offered Friday and Saturday (there are just a few of the classes we were not able to repeat)
- made accommodations for Volunteers meeting as requested
- general session each day with no other breakouts
- Extrication 4 cars will be brought in for these classes
- Jim will talk to Rich about ESCI doing a track for Districts, 10:30 Saturday
- Sue will ask Mr. Carter if he will sit on the Districts discussion Saturday from 4-5, Mike to ask Mr. Love and Mr. Finger, Sue will ask Brian to ask Chief Plaughter and Chief Brunacini.
- Add into the brochure.... pool, outside patio offered at War Bonnet
- Add to brochure Free Continental breakfast – for those staying at the War Bonnet Inn
- Only compted items will be trainer's rooms and meals.**
- check on water supply drill and MMA drill with Brian
- could do a drafting class or two, check with Brian

## Brochure

- Kraig has a quote for design and printing of 500 for about \$450.
- Allegra in Helena was double what Kraig had gotten locally in his area
- Brochure to be how many pages? 1 front and back or 2 front and back?  
The brochure should be about a 12 x 17 sheet that can be folded and mailed out.  
If we go any smaller we won't be able to get all the information and some pictures on the brochure. This may affect the cost, but worth it to have everything on one paper, as agreed upon at the last meeting.
- Final changes to the agenda to Kraig by January 23, 2010
- Mike will call Ted and Blankenship to fill DNRC classes
- Mike will call Fire Marshall to see what they want to list classes' titles as
- Jim motioned that we have Kraig to do the color brochure with the vendor he received the quote from, with the last changes to Kraig by Sue on Saturday the January 23, 2010. Kraig to send proof out to group the following Friday, January 29, 2010, giving them until the following Friday to respond with changes. January 5<sup>th</sup> the revised brochure information to the printer, with printed copies ready no later than February 12, 2010. Printer to provide*

*a color PDF file to us for use in emailing and/or printing. Mike second, carried.*

-Have Kraig check to see if the printers can mail out the color brochures and what the cost would be if we provide labels with mailing addresses. *Motion by Jim and seconded by Mike, carried to have the cost born by the Fire Alliance for brochures and mailing costs.*

-Items needed to be included in the brochure and who is assigned:

-registration form to be a separate (plain white paper) sheet, folded and inserted into the brochure.

-bio's of trainers as well as pictures – Butch – for:

Brunacini

Plaugher

Carter

-agenda

-motels – prices

War bonnet Inn 494-7800 State Rate

Holiday Inn 494-6999 State Rate

Days Inn 494-7000

**-Refund policy after June 1, 2010 refunds will be considered on a case by case basis at the Fire Alliance Officers discretion. This statement has to be included in the brochure as written.**

-other trainers or speakers – list

Ted Young, DHS

John Culbertson, FSTS

Brian Crandell, FSTS

Chief Charles, Deborgia Fire

Dave Finger, National Volunteers

Dave Love, VFIS

David Hamilton, DNRC

Robert Drake, President, Lewis and Clark Rural Fire Council

Becki

Brian Cohen, Homeland Security

Sonny Stiger, Fire Behavior Specialist

Michael Fashoway, State of Montana

John Wickersheim

Craig Jepson, FSTS

Terry Larson, FSTS

Bill Mack TFT

-Day registration \$60, one day registration, lunch and breaks, access to vendors

-save ½ page for mailing

-credit card information requirements for Jim

Credit Card Name:

Credit Card Number:

Signature

-companion program will be offered (must have at least 12 sign up)

-Philipsburg

Bus ride to Philipsburg for Sapphire Mining, Museum & Cultural Center, Ghost Towns, etc. lunch will be included

-Tour Butte

Shopping in Butte

-If there isn't enough interest in the companion program

Some of the things to do around Butte are Ghost Walk, Trolley Ride, Mining Museum or Lady of the Rockies to mention a few.

- registration add Sunday classes \$39, lunch included
- early registration May 15, 2010
- Contact Montana Fire Alliance.... Mike Doto
- Additional Banquet tickets \$25 to be added to registration
- communications at the conference is up to the host

Advertising the conference:

- Do articles in the Latest, one each week:
  - Talk about Chief Brunacini
  - Talk about Ed Plaughner
  - Talk about DHS R Tech
  - Talk about DHS Grants
  - Talk about Harry Carter
  - Talk about Burning Permits
  - Talk about Districts Finance
  - Talk about Districts Legal
  - Talk about training the Fire School will be putting on, possibly get some insight from people that have taken classes, put in their story.
  - Talk with DNRC what they see useful
  - Talk with Forrest Service see what they see useful at the conference
- Jim motioned, Mike Doto seconded and carried: Gary Mahugh in charge of articles as listed above for the Latest.*
- Mike motioned that the Fire Rescue News Letter for June that Fitz/Butch to be in charge of, seconded by Jim carried.*
- Send to other states – check with Butch for addresses
  - Sue will send
  - include: Cody Fire School
  - State of Idaho
  - State of Washington
  - Canada
- Mike will make first mailing for Volunteers. The other organizations mailings to their rosters, last meeting it was decided that each of the organizations would do a separate mailing at a different time:
  - Chiefs-Feb 15
  - Districts – Mar 15
  - Instructors – Apr 15
  - Warden - Mar 15