



**Society of Fire Protection Engineers**  
Missouri-Kansas Chapter

Monday, February 16, 2015, 11:30am-1:00pm  
Open Officer's Meeting, Henderson Engineer's Office & WebEx

## Meeting Minutes

### I. Introduction of Attendees

- Derek O'Donnell, Campbell Fire Protection
- Shawn Hoyer, American Fire Sprinkler Corporation
- Mark Wassom, Henderson Engineers
- Cole Davis, SEVO Systems
- Joe Meyer, Henderson Engineers

### II. Action Items/Recap from Last Officer Meeting

- Recapped officer's meeting from December
- Discussed relatively minor interest in officer positions
- Discussed availability of positions for new 2-year terms
- Discussed online updates, which include membership subscriptions, membership list

### III. Interest for Officer Positions

- Open positions (all two-year terms)
  1. *President*: Role includes overseeing officer's board, face of the organization, financial oversight, introductions at monthly meetings, and more within list of responsibilities according to SFPE.
  2. *Vice-President*: Role includes planning support, national office correspondence, membership oversight, continued monitoring of compliance with National SFPE standards, support for the president, presence in president's absence, and more within list of responsibilities according to SFPE.
  3. *Treasurer*: Role includes tax returns, oversight of collections, expenditures, and more within list of responsibilities according to SFPE.
  4. *Secretary*: Role includes overseeing collecting information for monthly meetings, making reservations, taking meeting minutes, posting dates and notices for events, and more within list of responsibilities according to SFPE.
- Interested candidates
  1. Joe Meyer expressed interest in a more involved role, and time availability. He expressed interest in either the president position.
  2. Derek O'Donnell expressed interest in taking a more active role, and expressed interest in the vice-president position.
  3. Shawn Hoyer mentioned that past treasurer Jeff Mudge may be willing to continue his involvement in the board should others not be seeing the treasurer position.
  4. Shawn Hoyer also mentioned that Drew Poole had expressed interest in the secretary position at a prior time. He would explore Drew's current level of interest.
- Process of Nomination and Election
  1. **[Action Item]** Shawn (immediate past-president) is to send out nominations to the local chapter, and ask for concerns about the nominations. Should there not be any issues, the nominations will go to a formal vote at the next monthly meeting (March 2, 2015).

### IV. Upcoming Monthly Meetings

- Topics of interest
  1. Joe listed a number of topic ideas and referenced some of the feedback from the 2015 winter survey.
  2. Based on the feedback from the survey, meetings should avoid product-specifics, sales pitches, should be varied, and should cover technical subjects in depth.
- Planned dates
  1. Upcoming dates include March 2<sup>nd</sup>, April 6<sup>th</sup>, and May 4<sup>th</sup> prior to breaking for summer.
  2. March 2<sup>nd</sup> – anticipated agenda:

- a) Chapter Officer Nominations
- b) Officer Voting
- c) Presentation of Survey Results
- d) Presentation of Ideas and Goals for 2015
- e) Discussion of ideas and feedback
- f) Presenter: Shawn Hoyer & Joe Meyer
- 3. April 6<sup>th</sup> – anticipated agenda:
  - a) NFPA 2001 – 2015 Edition: Standard Updates & Industry Trends
  - b) Presenter: Cole Davis & Derek O'Donnell
- 4. May 4<sup>th</sup> – anticipated agenda:
  - a) 2015 International Building Code Updates
  - b) Presenter: Mark Wassom
- 5. June 1<sup>st</sup> – anticipated agenda:
  - a) SFPE National
  - b) Presenter: Representative from SFPE National
- 6. Fall 2015 Dates:
  - a) October 5, 2015
  - b) November 2, 2015
  - c) December 2, 2015
- Potential speakers
  1. Chuck Thacker, Fire Service Considerations

#### **V. January 2015 Survey Results**

- Summary of results (39 respondents)
  1. Results reviewed in length, will be presented to chapter in March 2015
- Summary of recommendations
- Feedback to Improve Chapter

#### **VI. Golf Tournament**

- Limited discussion of golf tournament; will review at next monthly meeting and next officer's meeting.

#### **VII. Goals for 2015**

- Monthly Meetings – hold consistent, quality monthly meetings.
- Officer Meetings – to be held offset 2 weeks from regular monthly meetings, using in-office and webex capabilities.
- Golf Outing – improve turnout, experience, and fundraising amount.
- Other Events – explore joint symposium with other local membership groups.
- Other Ideas/Goals – improve online presence, improve communication, improve membership benefits, and increase visibility for local firms.

#### **VIII. Action Items**

- [Action Item] Joe to assemble presentation for March
- [Action Item] Shawn to confirm availability for secretary position with Drew Poole
- [Action Item] Shawn to send out nomination objections towards next monthly meeting
- [Action Item] Joe to assemble meeting minutes, and distribute for review.
- [Action Item] Derek and Cole to begin working towards April presentation
- [Action Item] Joe to assemble presentation for 2015 Chapter Goals & Initiatives
- [Action Item] Mark to explore symposium ideas and concepts for Spring 2016

#### **Notes**

- Should the meeting minutes be inaccurate, please contact Joe Meyer at [joe.meyer@hei-eng.com](mailto:joe.meyer@hei-eng.com).