



## Kent County Volunteer Firefighter's Association

March 24, 2021

1<sup>st</sup> Vice President Manley called the 1051<sup>th</sup> meeting to order at 7:00 p.m. at Station 48, Felton Community Fire Company. The invocation was given by Chaplain Walton. 1<sup>st</sup> Vice President Manley led the members present with the Pledge of Allegiance.

1<sup>st</sup> Vice President Manley asked for a motion to deviate from the proper order of business to award the 2020 Firefighter of the Year. It was motioned, seconded and carried to deviate from the proper order of business.

1<sup>st</sup> Vice President Manley asked Steve White to come forward.

Steve White asked the prior recipients of the 'Firefighter of the Year' award to stand if you are here tonight.

Steve White asked Ronald 'Beau' Virden JR to come forward. The presentation of the '2020 Fireman of the Year' plaque was presented to Ronald 'Beau' Virden JR. After pictures and applause, it was motioned, seconded and passed to return to the proper order of business.

1<sup>st</sup> Vice President Manley suspended the meeting at 7:10 pm for dinner which was served by the Auxiliary members of Station 48 and was called back to order at 7:40 pm by 1<sup>st</sup> Vice President Manley.

2<sup>nd</sup> Vice President Boots presented the gratuities and conveyed our thanks and appreciation for a fine meal to the Auxiliary members of Station 48. Andy Ney, Fire Chief of Felton Community Fire Company gave the address of welcome and 2<sup>nd</sup> Vice President Boots gave the response.

**Roll Calls:** Officers: 10 present, 2 absent;  
Companies: 17 present, 3 absent; Past Presidents: 9 KCVFA, 7 DVFA and 9 Fire Company Presidents.

### Introduction of Guests:

DVFA –President Jay Jones stated that 2<sup>nd</sup> Vice President Ryder will give the report.

2<sup>nd</sup> Vice President Ken Ryder stated that the Presumptive Legislation is in the pipeline. With regards to the funding deficits, emails were sent to all presidents. We need a listing of funds that were restricted by the pandemic. We are meeting with the

Governor this Friday to discuss this. Each state & county will receive monies from the American Rescue Plan. Each fire company should be talking with their representatives and providing them with a list of funds that we did not get due to the pandemic. Speaking about the 100<sup>th</sup> Anniversary of the DVFA, it is here this year. the organization was formed on 2-24-1921 in Milford, DE. We have a hard-bound book, soft-bound book & a challenge coin for sale. The 2021 conference will not be at Dover Downs. We are looking at another venue for this year. DVFA Officers here tonight are President Jay Jones, 1<sup>st</sup> Vice President Dan Carrier, 2<sup>nd</sup> Vice President Ken Ryder, Secretary Elmer Steele, Directors Gerald Manley JR, Jim Woznicki, Jim Arrington & Executive Manager Warren Jones.

**DVFA Ladies Auxiliary** – 2<sup>nd</sup> Vice President Deb Lawhead thanked the association for the recognition. We are working on having our May meeting.

**DVFA Conference** – Our last meeting on 3-15-2021 was very successful. Please get your list of deceased members to us as soon as you can. Our next scheduled meeting will be on 5-17-2021. Location will be determined later.

**State Fire Chief's Association** – no report

**State EMS** – no report

**State Fire Police Association** – Past President Les States said that we will have an Executive meeting on 4-26-2021 at Station 51. Our next quarterly meeting will be at the DSFS on 5-16-2021.

**State Fire Prevention Commission** – Bill Betts read the attached report. Ronald Marvel spoke about HB 82. Any commissioner cannot be an elected official.

**State Fire Marshal's Office** – no report.

**State Recruitment and Retention** – no report

**Delaware State Fire School** – no report

**Legislature** – no report

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1<sup>st</sup> Vice President Manley congratulated Terry Pepper for being selected to become the President of Levy Court. A round of applause was heard.

**Kent County Levy Court** – President Terry Pepper thanked the association for the recognition. Terry stated that Kent County will be receiving 35.6 million dollars from the rescue plan. Half of the monies should be here within sixty days. The remainder of the monies will be here one year from the end of the sixty days. The cities/towns will receive 25.8 million dollars. Terry was not sure how the breakdown would be for the towns. The city of Dover will be getting almost seven million dollars. We have not received a lot of direction on this funding. We are waiting on the US Treasury to give us the guidelines on how we use the monies. Terry stated that this years' funds for the fire companies will be over one million dollars. We have been trying to get to that point for the past couple of years.

**Kent County Fire Chief's Association** – Shirley Pennington stated that their next meeting will be on 4-14-2021 at Station 47.

**Kent County Fire Police Association** – Leon Hyde asked for a little slice of the monies from Kent County. Here tonight is 1<sup>st</sup> Vice President Ervin Ross, 2<sup>nd</sup> Vice President Bill Carrow, Chaplain Bob Yerkes, Past Task Force Officer Joe Zerolles, Past Assistant Task Force Officer Les States & Assistant Training Officer Jeff Dennison. Our next meeting will be on 4-20-2021 at Station 53.

**Kent County Emergency Medical Services Committee** – no report

**Kent County Ladies Auxiliary** – 1<sup>st</sup> Vice President Melinda Jackson said that with her tonight is Secretary Chris Davila, Past President Deb Lawhead & Shirley Pennington.

**Kent Center Emergency Dispatch Center** – no report

**Kent County Emergency Management** – no report

**Kent County EMS (Paramedics)** – no report

**New Castle County Volunteer Firemen's Association** – President Jim Watson brought greeting from the county. You need to make sure that you document all monies that you receive and disburse. This is very important. With me tonight is President Jim Watson, Secretary Debbie Watson, Past Presidents Dan Carrier & Warren Jones. Our next meeting will be on 4-8-2021 at Station 22. The State Fire Chiefs meeting is 3-25-2021 at Millsboro Fire Company. The Delaware Valley Fire Chiefs are meeting at Mill Creek Fire Company on 4-15-2021 at 7:00 pm.

**Sussex County Volunteer Firemen's Association** – President James Arrington reported with him tonight is 2<sup>nd</sup> Vice President Dave Ruff, Director Elmer Steele & Ron Marvel. Our next meeting will be on 4-27-2021 at Station 78.

**Delmarva Firefighter's Association** – no report

**Mutual Relief** – Steve White said their next meeting will be on 4-8-2021 at Station 49.

**DEMA** – no report

**ICHIEFS** – no report

**NVFC** – no report

It was motioned and seconded to approve the KCVFA meeting minutes for January 2021, motion carried.

**Deceased Members:** It was reported that there were many deceased members. They are. Chaplain Walton asked for a moment of silence for our deceased members.

**Report of Officers:** All submitted or will be submitted in written or electronic form.

1<sup>st</sup> Vice President Gerald L Manley JR reported that since our president has passed away, one item will be brought up under the proper order of business to remedy this. I would like to apologize for any miscommunication concerning this meeting. It was on then off and we have to move a week later, but we are here tonight. Please

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make sure that your contact information is up to date with our Secretary Ken Steele. I apologize to those folks who drove down here last week for the meeting. We will be working with Levy Court on funding. Ron Marvel already spoke about HB 82. Under the proper order of business, the Blessing of the Badges will be brought up. We will be updating the committees & appointments. We will be getting the table officers together to go over the committees & appointments. Shirley Pennington will speak on the Military Recognition & Memorial meeting. I attended the DVFA Officers meeting. The tax credit for 2020 is \$400. In 2021, the tax credit will be \$500. The surf tags are sold out. Make sure that you know you members and if they get a surf tag, they are representing your company. The scholarship deadline is 3-31-2021.

2<sup>nd</sup> Vice President Quintin "Quint" Boots report is attached.

**Treasurer's Report:** Treasurer Pennington read the attached Treasurer's report for November 2020, December 2020, January 2021, February 2021 & March 2021. A motion was made, seconded and carried to accept the Treasurer's Report.

**Written or Email Correspondence:** We received a card from the New Castle County Firemen's Association for the passing of our KCVFA President Mark Langford. We also received a card from Jim & Debbie Watson for our loss. We received updated delegates/alternates from Station 55. We received three nomination letters. One from Little Creek, one from Milford & one from Citizens' Hose Company. They will be turned over to the nominating committee. We received a Resolution for the passing of Mark Langford. This was presented to the family at his service.

### **Report of Committees:**

Audit Committee – Jim Woznicki thanked the committee for their work.

**Blessing of the Badges** – Deb Lawhead stated that a group of members started the Blessing of the Badges. This group of folks have been provided a hot meal on Thanksgiving to those who were working. They are upgraded the program to include Kent County. Most of the food is donated by restaurants. Some of the Auxiliaries helped out as well. The KCVFA donated \$500 to this event. All of the guards at the prisons of Vaughn & Morris were fed as well. We are asking for your support again this year. This will be brought up under the proper order of business.

**Scholarship Committee** – Robert Yerkes stated that the deadline is 5-31-2021.

**Fire Prevention Committee** – Shirley Pennington report if attached.

**Military Recognition** – Shirley Pennington said that this will be at the 7-21-2021 meeting. There is a letter in your folder asking for any new members to be included in this.

**Memorial Committee** – Shirley Pennington said that this will be at the 9-15-2021 meeting.

**Payment of Bills:** Treasurer Pennington reported that there are bills for November & December 2020, January & February & March 2021 to be paid tonight. They are attached to these minutes. It was motioned, seconded and carried to pay the bills.

**Unfinished Business:** - NONE

### **New Business:**

It was motioned & seconded to continue to support the Blessing of the Badges in the amount of \$500, motion passed.

It was motioned & seconded to allow First Vice President Gerald L Manley JR to move up to KCVFA President to fill out the term of office for Past President Mark Langford due to his death on 12/31/2020 and to extend his term until November 16, 2022. There was much discussion and it was decided to not do anything until the next election. MOTION TABLED

Starting May 26, 2020 and ending on December 2, 2020 we culminated our review of the Treasurers digitized records and bank documents, we found the books to be in order. Any questions that came up were answered to our committee's satisfaction. As a result of reviewing the KCVFA Financial records we did come up with some suggestions that we unanimously agree upon. The following suggestions are in no particular order.

- Treasurer should use QuickBooks for all reporting
  - Detailed reports to the committee
  - Only need supporting documentation if requested
  - Use QuickBooks to print all checks
- Software, Computer and printer provided by KCVFA for Treasurer
- Bylaws need to show 2 signatures are required on all pay out transactions
  - To include 2 approvals albeit by email a record of such for online transactions
- Majority of Officers and Directors approve regular operational bills for the months not in meetings followed at the next meeting by a floor approval
  - Any expenditures should have receipts attached or digital invoice
- Incorporation fees updated and included on budget
- Nonprofit status needs to be established as a 501c3

Submitted and approved by the Auditing/Budget Committee

George Pyott \* (43)

Brian Jackson (40)

Pablo Reyes JR (50)

Jim Woznicki (53)

Robert Yerkes (52)

*The following will be presented to the Treasurer and President only*

1. *Digital copies need to be organized in date order*
2. *Suggest using number categories system for accounting*
3. *In QuickBooks create an Operations file for checking and Bills*
4. *CD's and other Savings in separate document file*
5. *Special Ops can be another account within the Operations document file*

KCVFA Bills for the month of November 2020

RWM Embroidery \$ 237.86

Total of All Bills for the month of November 2020 \$ 237.86

KCVFA Bills for the month of December 2020

Jen-Mor Florist (Sunshine)	\$ 63.99
Cheswold Fire Co. (Special Ops)	<u>\$ 420.00</u>
Total of All Bills for the month of December 2020	<u>\$ 483.99</u>

KCVFA Bills for the month of January 2021

Bruce Ennis (KC Levy Ct - Brooks Banta)	\$ 140.00
Cheswold Fire Co. (Special Ops)	<u>\$4,245.11</u>
Total of All Bills for the month of January 2021	<u>\$ 4,385.11</u>

KCVFA Bills for the month of February 2021

Delaware Elec Coop (FF Relief Fund)	\$ 110.82
Pennisula Propane (FF Relief Fund)	<u>\$ 240.00</u>
Total of All Bills for the month of February 2021	<u>\$ 350.82</u>



KCVFA Bills for the month of March 2021

Delaware Elec Coop (FF Relief Fund)	\$ 149.18
Felton Comm Fire Co Auxiliary	\$ 200.00
Shirley Pennington (FP Trophies and Medals)	\$ 387.40
Shirley Pennington(FP Cash Awards)	<u>\$ 430.00</u>
Total of All Bills for the month of March 2021	<u>\$ 1,166.58</u>

Bowers Fire Co.  
Camden Wyoming Fire Co.  
Carlisle Fire Co.  
Cheswold Fire Co.  
Citizen's Hose Fire Co.  
Clayton Fire Co.  
Dover Air Force Base Fire Dept.  
Farmington Fire Co.  
Felton Fire Co.  
Frederica Fire Co.



Harrington Fire Co.  
Hartly Fire Co.  
Houston Fire Co.  
Leipsic Fire Co.  
Little Creek Fire Co.  
Magnolia Fire Co.  
Marydel Fire Co.  
Robbins Hose Fire Co.  
South Bowers Fire Co.  
Smyrna American Legion Ambulance

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Dear Presidents/Chiefs,

We are requesting a list of *any additions* within the two years to your current company members who were Honorably Discharged Veterans that have served or are currently serving in any branch of the United States Armed Services. At our upcoming July 21, 2021 the association meeting we will be paying tribute and recognizing as a whole the men and women of the United States Armed Services who are also members within the Delaware Kent County Fire Service. We are seeking names, branch of service, and company station number for each of your members. If you can supply the names via email it would be greatly appreciated. Your representative will be supplied pins to hand out to those members if they cannot attend the association meeting.

With the key words being **Honorably Discharged** or **Currently Serving**. The following is not all inclusive but a sample of those Veterans being recognized being recognized. **Current Active Duty Service Members, Veterans**(any number of years), **Retired Veterans, Disabled Veterans, Reserve Component, National Guard, Coast Guard, Navy, Marines, Army, Air Force, Merchant Marine, Army Air Corps, Etc.**

In addition if you have your listing from previous years it would be greatly appreciated if you could forward it to me as well. I want to make sure I have an accurate listing for your department.

Thanks so much for your time and for all you do for the fire service. Please respond as soon as you can so I have time to prepare for the meeting.

Regards,

*Shirley A. Pennington*

Shirley A. Pennington  
Chair, Military Appreciation  
Email: Magichands4u04@aol.com  
Phone: (302) 242-8148

**PLEASE POST IN FIRE STATION**

**MEMORANDUM**

**TO:** KCVFA Scholarship Applicants  
**FROM:** Scholarship Committee  
**RE:** Application Packet

Thank you for considering the Kent County Volunteer Firemen's Association Roland P. Trader Scholarship program. We have enclosed all of the necessary information to make your application to this program as simple as possible. Please remember that all information submitted to the Scholarship Committee must be typed and mailed directly to the address shown. DO NOT give any information to a KCVFA Firefighter or Ladies Auxiliary member for delivery to the Scholarship Committee. Information received in this manner will be automatically rejected by the Scholarship Committee!

You may download a copy of the application from the Kent County Volunteer Fire Fighters Association Web Page at: [www.KCVFA/scholarship-application](http://www.KCVFA/scholarship-application) or if you desire an e-mail copy of the application contact Mr. Rodney O'Neal at (302) 492-8599 or by e-mail at [cronealjr@comcast.net](mailto:cronealjr@comcast.net)

The DEADLINE for this year scholarship applications is May 31, 2021. Remember all information (i.e., application, letters of recommendation, high school, college and fire school transcripts, etc.) must be postmarked no later than May 31, 2021 in order to be considered for this year's scholarship.

Good Luck,  
C. Rodney O'Neal Jr.  
Chairman  
KCVFA Roland P. Trader  
Scholarship Committee

## Fire Prevention Report for March 2021

We had four fire companies that are participated in the program this year they are as follows:

Carlisle Fire Company

Citizens' Hose Fire Company

Felton Fire Company

Frederica Fire Company

Some companies decided not to participate this year due to COVID-19 and the uncertainty of the school year.

The County committee met and judged the end of February and the winners were submitted to the ~~county~~ by March 5th.  
state

Each fire company will be working with their schools to decide when and how to present the awards this year. A representative from the county will be present to give out the County awards at that time.

Hopefully next year we can return to the regular fire prevention program.

Respectfully Submitted,

Shirley Pennington

Fire Prevention Chair

## **DELAWARE STATE FIRE PREVENTION COMMISSION ASSOCIATION'S REPORT FOR MARCH**

The Commission met March 16, 2021. The following are the highlights of the meeting.

- **Although there are a decrease in hospitalizations, Dr. Matthews reported it is important to continue being vigilant in properly using PPE to minimize exposure to EMS. Document all of the incidents in order to follow up with providers that were possibly exposed. It is also very important for dispatch to ask that not only the caller should be masked, but anyone on scene prior to EMS arrival. It's also just as important to be vigilant in your personal time away from providing patient care. Take the necessary precautions to stay safe at all times.**
- **To date the suspected overdose deaths in Delaware is 66. OEMS has a Naloxone inventory if you need to be restocked.**
- **The updated BLS Protocol's became effective March 1, 2021. The Fire Commission has decertified every EMT that did not successfully complete the protocol exam. The Commission does not provide a list of EMTs that have been decertified, but a list of active EMTs can be found on our website. Companies are able to look up their EMT employees/volunteers on this list to verify their actively certified.**
- **The Commission made a motion to accept the regulation update that pertains to the Fire Marshal section of the regulations.**
- **The Commission made a motion to support the concept of EMTs being trained to vaccinate the public during extraordinary circumstances of the current State of Emergency with compensation. The EMTs will be representing themselves and not the fire company that they currently work or volunteer for. This will not be permanent, and the liability falls on the Office of Emergency Medical Services.**

\* The next Commission Meeting is scheduled for April 20, 2021.

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DOVER LEIPSIC  
HOUSTON LITTLE CREEK

## Quint Boots - KCVFA 2nd VP Report for March 2021.

Quint Boots <qboots53@gmail.com>

Tue 3/23/2021 7:10 PM

To: Kenneth Steele <n3qjj@hotmail.com>

During the past few months these are the following things I have to report on.

1. Talked and worked with Skip Carrow about The Kent County FF of the year.
2. Contacted the family of the recipient of the award to notify them of the award presentation.
3. 1st VP Manley and myself have met with Levy Court Commissioner Masten along with other presidents and chiefs of Levy Court District 1. We spoke about the possibility of more funding and recruitment and retention. She told us she would take this back to the rest of the commissioners.

Respectfully Submitted,  
Quintin "Quint" Boots  
2nd VP of KCVFA

Kent County Volunteer Firefighters Association  
Treasurer's Report for Nov 2020 to Feb 2021

Roland Trader Scholarship Account

Beginning Balance as of Nov 1, 2020	\$13,982.14
Interest	<u>2.30</u>
Ending Balance as of February 28, 2021	\$13,984.44

Special Ops Account

Beginning Balance as of Nov 1, 2020	\$39,276.93
Expenses	<u>4,665.11</u>
Ending Balance as of February 28, 2021	\$34,611.82

Money Market Account

Beginning Balance as of Nov 1, 2020	\$43,135.11
Interest	<u>7.09</u>
Ending Balance as of February 28, 2021	\$43,142.20

(Smoke Detectors \$ 806.60 and FF Relief Fund \$ 7,000.00)

Main Checking Account

Beginning Balance as of Nov 1, 2020	\$ 3,651.89
Deposit	4,853.00
Expenses	<u>792.67</u>
Ending Balance as of February 28, 2021	\$ 7,712.22

Total of all Accounts as of February 28, 2021 \$ 43,047.82

(Less Scholarship, Special Ops, FF Relief Fund, and Smoke Detectors)

**Kent County Volunteer Firefighter's Association**

**March 24, 2021**

Shirley Pennington stated that the association had voted to invest some funds with Crawford Financial. There are some things that we cannot provide to them for them to invest our monies. It was motioned & seconded to look at other investments at this time, motion carried. There was some discussion.

It was motioned & seconded to have our secretary send a letter to Levy Court asking for some of funding from the American Rescue Plan, motion passed.

**Good of the Association:**

Benny O'Neal stated that he had received two phone calls today from out of state organizations wanting funds.

It was motioned, seconded and carried to adjourn at 9:06 p.m.  
Respectfully submitted,



Kenneth R Steele, Secretary

Les States thanked the association for the flowers while he was in the hospital.

Shirley Pennington said that Frederica is starting a raffle.

50-50 – It was won by Billie Fisher in the amount of \$70. She donated \$20 back to the Association.

*The next meeting for KCVFA will be at Station 49, Frederica Fire Company – May 19, 2021 at 7:00 pm.*

Chaplain Rich Walton gave the benediction.