

**New England Association of Fire Chiefs  
Division of the International Association of Fire Chiefs  
Secretary's Annual Report**

I hereby submit the annual report of the Division Secretary, for the time frame beginning April 19, 2019 through June 23, 2021. This time frame encompasses the duties for the New England Division, IAFC and then transitioned into the duties of New England Association of Fire Chiefs after the merger vote, which was taken February 20, 2020.

Both Board of Directors met prior to taking the vote to merge the New England Division (NED) and the New England Association of Fire Chiefs (NEAFC) multiple times to conduct routine business and plan for a merger of the two organizations. Both organizations continued planning for conferences, one in April of 2020 for the NED, and the other in June of 2020 for NEAFC Fire-Rescue-EMS Expo. Once the pandemic hit the USA in early 2020 both conferences and face to face meeting were canceled. Business and quarterly meeting were conducted by Zoom or Conference calls.

Chief Steve Locke the past International Director from the NED was sworn into office as the Treasurer of the IAFC in Atlanta, Ga., August 9, 2019.

The board has also entered into a partnership with First Net Built with AT&T as a Corporate Sponsor. This will be the third year they have been the Corporate Sponsor.

The two boards discussed the topic of how to bring together the two organizations. A joint task force was organized to look at the issues. The presidents of both groups selected representatives to serve on the task force. They had one meeting in February 2019, the results of that meeting brought to light the need for a better laid out plan. A plan was developed and a conference call was scheduled for March 26, 2019 to discuss the plan and determine the future goals. The two membership lists were reviewed at the time to determine how many members belong to both the Division and the Association. We believe this will be an issue that will need to be resolved. There is also discussion regarding the hiring of one attorney and splitting the fees, which both boards agreed to do. The transition of officers into one board was a factor that needed attention and eventually was address by keeping both executive boards in their elected positions. Therefore, the new organization has two presidents, two 1<sup>st</sup> and 2<sup>nd</sup> vice presidents, and two immediate past presidents. The board of directors stayed at 6 with one for each State.

The board updated the by-laws and revised the new director's guide this year.

The annual meeting and seminar for the NED was held in Providence, RI., in April 2019. It was well attended with approximately 110 attendees.

The NEAFC annual meeting and seminars took place at Foxwoods Resort and Casino in June of 2019. Shipmen's Fire Equipment partnered with the Association as a Corporate Sponsor. There were approximately 1900 attendees over the 3-days of exhibits.

The board selected the Worcester DCU Center, in Worcester, MA., to have the 2020 Fire-Rescue-EMS Expo. This is a 3-year contract. However, because of the pandemic and high number of cases in MA the 2020 and 2021 Expo's were canceled. Plans are in place for the 100th Anniversary to be celebrated at the 2022 Expo in Worcester.

Communications between board members to conduct Division business continued throughout the year using email, telephone conference calls, and Zoom. The president and secretary/treasurer performed the task of completing the daily business of the Division.

After the merger was finalized the elected secretary/treasurer from the NED spent many hours, days, weeks, and months on transitioning the bank accounts and financial affairs of both organizations under the new merged organization. In addition, all credit cards, and business accounts were changed to reflect the new organization name and address changes. Quick Books are used for all accounting of our financial records and we continue to use Michelle Mcguigan, CPA of Ware, MA., for our accounting needs.

The Board of Directors encourages you all to visit the web-site for information about the Division and view the links attached. The Division also has a Facebook page please like us on Facebook. Forward any suggestions you might have to Secretary Wood; you can view the site at [newenglandfirechiefs.org](http://newenglandfirechiefs.org).

There are Division members and officers that participated on committees for the International Association of Fire Chiefs (IAFC). These committees are constitution and by-laws committee, building and fire prevention code committees, elections committee, FRI program planning and site committee. There are also members of the Division participating on NFPA and ICC committees. In addition, the Division submits names of members who would like to participate in peer review of federal government grants.

The secretary attended the annual secretary's meeting at Fire Rescue International in Atlanta, GA., to prepare for the FRI conference registration and programs. The secretary worked the registration and membership booths and assisted with other duties of the conference. The FRI Convention was well attended by Division members; the luncheon meeting, hospitality room, and presidential celebration had good representation by the Division members who attended FRI. Officers of the Division attended testimonials and memorials services throughout the year when possible.

The Board of Directors would like to thank the many vendors and exhibitors that have made donations and helped sponsor the NEAFC Division events throughout this past year.

In closing, I would like to thank Presidents Richards, Carrier, Duross and Flynn, and the Board of Directors from both the NED and NEAFC, and the members for their support. I have enjoyed working for and with them throughout the years. I consider the opportunity to serve you in this capacity a privilege and look forward to doing so in the future. That concludes the Secretary's report.