

CFCA Reorganization Information for the California Fire Prevention Officers

Statement of the Issue:

The California Fire Chiefs Association (CFCA) recently revised its bylaws and organizational structure, a move that impacts all CFCA Sections, including the California Fire Prevention Officers' Association (CAFPO). These changes necessitate that Sections align their existing bylaws and operational procedures to ensure consistency and avoid conflicts with CFCA's revised bylaws. This document aims to provide a detailed overview of these changes, their implications for the CAFPO, and the critical decisions that our members need to address in response.

The CAFPO membership will be asked to vote on the following motion:

The CAFPO accept the terms of CFCA "Final Agreements" and direct the Board to come back with a CAFPO Constitution and Bylaw change to reflect these final terms.

After lengthy discussion between CFCA and its Sections, CFCA proposed and adopted changes referred to as "Final Agreements". These changes need to be approved or rejected by our membership. A summary of the purpose of the changes and a complete list of Agreements is provided in [California Fire Chiefs Association 2023 Annual Report](#).

Below are the CFCA "Final Agreements" that impact the CAFPO:

- Sections must align their existing bylaws to avoid conflicts with CFCA bylaws.
- Section Officers (Presidents) will be sworn in at the CFCA Annual Conference, held in September or October.
- Dues payment will occur at the same time each year, with only one invoice from CFCA and Sections submitted to the Fire Agency (Fiscal year July 1 to June 30) annually.
- CFCA will maintain a database and collect dues for each Section, returning dues to those Sections that maintain separate tax identification status and holding those dues for Sections that do not (Communications, Emergency Management, and Operations).
- Each Section will designate one spokesperson to interface with the CFCA Executive Committee, and if a section(s) has a north and south organization, the one spokesperson will be determined by those Sub-Sections.
- Sections will designate a liaison to the CFCA to provide Subject Matter Expertise, and the current CFCA liaison's role assigned to Area Directors will be eliminated.
- Sections with members who do not join CFCA will be deemed Associate members within the Sections.

Cal Chiefs approved the following amendment to their Constitution and Bylaws on October 17, 2023:

"All Section members must have their sponsoring agency be dues paying members of the California Fire Chiefs Association. Sections may establish Associate Members for those unable to meet the criteria for sponsoring agencies."

Impacts of the CFCA Changes:

To ensure consistency and avoid conflicts with CFCA's recently approved revised bylaws, Sections will need to revise their bylaws to align with CFCA. To be in alignment, the CAFPO will need to modify several key areas. These areas as outlined below:

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| Board of Directors Terms of Office | |
|--|---|
| Current | Change |
| The FPOs hold elections annually in December or January, in accordance with our Bylaws, and install officers in March at the CFPI Conference. All officers are sworn in by both ICC and CFCA. The term for the Board of Directors is effectively March to March. | To accommodate CFCA's requirement to swear-in Presidents at their conference, the CAFPOs would revise the timing of our election to late summer and the term of office would need to change to October to October. This would eliminate the swearing in at CFPI and the ICC swearing in would need to occur separately. |

| Membership dues | |
|---|--|
| Current | Change |
| CAFPO members can renew by check or directly through the CAFPO website firepreventionofficers.org . | Cal Chiefs will start managing the membership renewal process for its Sections. Section Members will renew their membership through the Cal Chiefs website instead of the FPO website. CFCA will then provide a membership list to the Sections. Processing fee has not yet been determined. |

| Associate membership | |
|---|---|
| Current | Change |
| Associate membership is open to Fire Protection Engineers, to persons employed in private fire prevention or education programs or companies, and to any other interested person in accordance with the aims and purposes of the CAFPO. All associate members have voting rights. | CAFPO will have to align with the CFCA membership types. FPO Members who work for an agency that is not a CFCA member agency will be deemed associate members in the section. With this change, the resulting transfer of members from regular to associate member status would mean that those members cannot hold office on the FPO Board of Directors. |

| One Spokesperson per Section | |
|---|--|
| Current | Change |
| Each the North and South Section Presidents attend quarterly CFCA Section meetings and annual Strategic Planning meeting. | CFCA no longer recognizes both the North and South Presidents. Sections are required to appoint one liaison to speak on behalf of the section. Only that one liaison can attend meetings, either in-person or virtually. |

| Legislative Task Group | |
|---|---|
| Current | Change |
| The CAFPO has had a group of 4-5 selected individuals to function as the legislative task group and attend twice monthly meetings hosted by CFCA. Historically, all FPO members of the Legislative Task Group have been able to attend. | CFCA has implemented the change to now allow only one FPO representative to attend Legislative task group meetings. |

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Action/Decision:

As a result of the changes implemented by the CFCA, CAFPO is faced with the decision to either amend our Constitution and Bylaws in accordance with CFCA's requirements and remain a Section of CFCA or decide to make these changes. Either way, the CAFPO Constitution and Bylaws will need to be amended. The method of amendment will be determined by the consensus of our members who have the option to either adopt the changes proposed by CFCA or opt not to.

**The proposed motion is:
The CAFPO accept the terms of CFCA "Final Agreements" and direct the Board to come back with a CAFPO Constitution and Bylaw change proposal to reflect these final terms.**

A **'YES'** vote will signify agreement to modify the FPO Bylaws in line with CFCA's requirements, thereby maintaining CAFPO's association with the California Fire Chiefs Association.

A **'NO'** vote will represent a decision to not adopt these changes, leading to an organizational separation from the California Fire Chiefs Association.

Once the membership has voted on the motion and determined the direction we will take, the CAFPO Boards of Directors will develop an amended Constitution and Bylaws.

Next Steps:

A virtual membership meeting is scheduled for Wednesday, February 14 from 10:00 am to 11:30 am as an opportunity for discussion with both FPO Boards of Directors.

During the ABM at CFPI on March 4, the FPO Boards of Directors will make a presentation to the membership and invite discussion on this issue.

At the April FPO Membership Meetings, both the North and South, the Board will make the motion for the membership to vote on. Voting will be conducted electronically via an online voting portal from April 10 to April 30, 2024.

At the May FPO Membership Meetings, the amended Constitution and Bylaw document will be presented to members. Voting to adopt the document will occur at the June meetings.

Contact the FPO Board of Directors:

Rebecca Leda, Northern Division President
Leda.Rebecca@metrofire.ca.gov

Darcy Davidson, Southern Division President
Darcy.Davidson@carlsbadca.gov