

**INTERNATIONAL ASSOCIATION OF ARSON INVESTIGATORS  
IOWA CHAPTER**

**MINUTES**

**Annual Meeting of the General Membership**

**September 12, 2018**

The annual meeting of the General Membership of the International Association of Arson Investigators – Iowa Chapter was called to order at the Gateway Hotel and Conference Center, Ames, Iowa at 0850 hours on September 12, 2017, pursuant to the notice sent to all members in accordance with the bylaws.

Jeff Haler, President presided and Mark Dooley, Secretary/Treasurer, recorded the proceedings of the meeting.

Roll call of officers:

Jeff Haler –President  
Greg Siembieda – 1<sup>st</sup> Vice President  
Paul O’Connell – 2<sup>nd</sup> Vice President  
Mark Dooley – Secretary/Treasurer  
Brian Greer – Director of Investigations  
John Ticer – Director of Detection  
Kimberly Shepherd – Director of Prosecution  
G. Terry Smith – Director of Insurance  
Daniel Roberts – Direct at Large – West  
Melaine Whitchelo – Director at Large – East – **Excused**  
Todd Hartzler – Chaplain

The first order of business was from the nomination committee. Director’s Roberts and Greer took nominations from the floor as well as nominations sent via e-mail.

For the position of President. Greg Siembieda was nominated.

For the position of 1<sup>st</sup> Vice President. Kimberly Shepherd was nominated.

For the position of 2<sup>nd</sup> Vice President. John Ticer was nominated.

For the position of Secretary/Treasurer. Mark Dooley was nominated.

For the position of Director at Large West. Daniel Roberts was nominated.

A motion was made and second to cease nominations until the meeting reconvenes September 13<sup>th</sup>, 2018 was accepted at this time. The meeting was recessed at 0900 hours on September 12<sup>th</sup>, 2018.

The annual meeting of the General Membership of the International Association of Arson Investigators – Iowa Chapter was reconvened at the Gateway Hotel and Conference Center, Ames, Iowa at 1100 hours on September 13<sup>th</sup>, 2018, pursuant to the notice sent to all members in accordance with the bylaws.

Roll call of officers:

Jeff Haler –President  
Greg Siembieda – 1<sup>st</sup> Vice President  
Paul O’Connell – 2<sup>nd</sup> Vice President  
Mark Dooley – Secretary/Treasurer  
Brian Greer – Director of Investigations  
John Ticer – Director of Detection  
Kimberly Shepherd – Director of Prosecution  
G. Terry Smith – Director of Insurance  
Daniel Roberts – Direct at Large – West  
Melaine Whitchelo – Director at Large – East - **Excused**

Mark Dooley gave the Secretary/Treasurer report:

- 115 members of our association at present time, 14 Life Members
- US Bank Checkbook balance is \$11413, US Bank Savings is \$6001, \$31,607 in CD’s, \$25 in Savings. Motion made (2<sup>nd</sup> Vice O’Connell) to approve Financial report and seconded (Member Fraser). Motion passed unanimous.
- 19 New members for 2018
  - Chelssea Sawyers – Independent Forensics Investigative Consultants
  - Alisha Rankin – Des Moines Police Department
  - Matthew Byrne – Manson Police and Fire Department
  - Tera Jackson – Davenport Fire Department
  - Reed Kious – Marion County Sherriff’s Office
  - Brad Kruse – Davenport Fire Department
  - Aaron Mack – Davenport Fire Department
  - Tim Smith – City of Cedar Falls
  - Brock Weliver – Waterloo Fire Rescue
  - Scott Mack – Buena Vista County Sherriff
  - Brian Schreck – Buena Vista County Sherriff
  - Clinton Merithew – South Sioux City Fire Department
  - Frank Sir-Louis – Iowa City Fire Department
  - Gary Ramquist – Des Moines Fire Department
  - Ryan Osborn – Clive Fire Department
  - Chad Bundy – Ames Fire Department

- Mike Kaldenberg – Ames Fire Department
  - Karen Peters – Ankeny Fire Department
  - Jason Ziph – Ames Fire Department
- Dues are good until September of the conference year

Example September 2018 are 2018 dues

An email will be sent to the body for dues October 1<sup>st</sup>, June 1<sup>st</sup> and August 1<sup>st</sup> of each year.

Jeff Haler gave the Presidents report:

- Attended the ITC Annual conference in Frisco, Texas. Thank you to the membership for sending me. Every year the Iowa Chapter sends the President to represent.
- Thank you to Jim Kenkel for the audio/visual equipment and service again this year.
- There were two lunch-n-learns this year, both were great.
- There were 5 scholarship applications and there will be two scholarships given away.

Greg Siembieda gave the 1<sup>st</sup> Vice President's report:

- Attended the board meetings.
- Lots of preparation for this year's conference.

Paul O'Connell gave the 2<sup>nd</sup> Vice President's report:

- Worked with Dooley for the transition of Secretary/Treasurer
- Lots of preparation for this year's conference.

Dan Roberts gave the Director At large West report:

- Attended board meetings
- Participated in the Expert Witness class
- Reminded the body of the Electrical Aspects class in November

Kim Shepherd gave the Director of Prosecution report:

- Attended Board Meetings
- Hosted and moderated the eastern Iowa Lunch-n-Learn
- Preparation for conference presentation
- Auditing committee report was that the audit was completed and no irregularities appeared.

John Ticer gave the Director of Detection report:

- Facilitated and organized the western Iowa Lunch-n-Learn
- Was involved for all two weeks of the annual Fire Investigator conference in Ames
- Lots of preparation to present at this year's conference

Brian Greer gave the Director of Detection report:

- Attended the scheduled board meetings
- Participated in conference preparation

G. Terry Smith gave the Director of Insurance report:

- Attended the Board meetings
- Assisted in facilitating the expert witness class
- Had a good sectional meeting
- For CFI Committee G. Terry Smith shared that there are 20 CFI's in the state of Iowa

Melaine Whitchelo was excused. Her report was presented by Kimberly Shepherd

- Hosted the eastern Iowa Lunch-n-Learn which was mental health issues and fire investigations
- Participated in board meetings

Zach Spykerman gave the Training committee report:

- There was an expert witness class held in Grinnell at the end of July. It was very successful and we are going to try to have this course offered yearly.
- Electrical Aspects class is in Ames November 6th-8<sup>th</sup>. There are not a lot of students registered at this time. Please sign up.

Communication chair report was given by Mr. Siembieda:

- Paul O'Connell is going to continue to assist with the website as the administrator.

## **Change of By-Laws**

A change of By-Laws was sent electronically July 25<sup>th</sup> to the membership list. A proposal to change the by-laws of Active Membership to mirror the language in the International Association by-laws for membership.

Our current By-Law reads:

Section 1. Active Membership. Membership in the IAAI qualifies the individual member for active membership in the Iowa chapter, subject to the approval of the Chapter Board of Directors.

Any representative of government or a government agency or any representative of a business or industrial concern who is engaged in some phase of the suppression of arson at the time he/she makes application shall be eligible to active membership in appropriate section, on application, provided such person possesses the other qualification for membership, in the discretion of the Membership Committee and provided such person is not less than 18 years of age at the time he/she makes application.

The proposed by-law change is:

**Section 1. Active Membership. Membership in the IAAI qualifies the individual for active membership in the Iowa chapter, subject to the approval of the Chapter Board of Directors.**

**Any representative of good moral character involved with government or a government agency and/or any representative of a business or industrial concern who is actively engaged in some phase of fire and arson investigation or administration of justice at the time the representative makes application shall be eligible for full membership, provided such person possesses the other qualifications for membership established by the Board of Directors upon recommendation of the Membership Services Committee and provided such person is not less than eighteen (18) years of age at the time he/she makes application. Active members shall have the right to vote on Association business and have the right to hold office.**

A motion was made by member Whitsel and seconded by member Abbott to accept the proposed change to our by-laws. All Aye, motion passed.

Scholarship committee report was presented by Mr. Haler during his presidential report. For site selection committee report, Mr. Haler stated that they looked at 6 hotels for the upcoming conferences. The final selection was for the Marriott Hotel in Cedar Rapids. The next conference will be September 10<sup>th</sup>-12<sup>th</sup>, 2019.

Nominations committee again asked for nominations for open board positions. The nominations currently received are:

For the position of President. Greg Siembieda was nominated.

For the position of 1<sup>st</sup> Vice President. Kimberly Shepherd was nominated.

For the position of 2<sup>nd</sup> Vice President. John Ticer was nominated.

For the position of Secretary/Treasurer. Mark Dooley was nominated.

For the position of Director At large West. Daniel Roberts was nominated.

There were no other nominations.

A motion was made to accept the nominations without a vote (Member Fraser) and seconded (Member Knutzen). It passed unanimously.

Director of Detection was elected in sectional meeting and is Joe Rodriguez.

A motion was made (Member Collins) and seconded (1<sup>st</sup> Vice President Siembieda) to pay the salary of the Secretary/Treasurer \$5/ member. Passed unanimously.

Business for the Good of the Order:

There was a comment to the President as to why there was only one FireFax sent out in 2018. President Haler stated that it was his fault that it was not done.

There was a question about membership to Secretary/Treasurer Dooley about membership, and if it is declining. Mr. Dooley stated that new membership had increased, it appeared that current membership decreased and that he was going to send electronic communication to all previous members in an attempt to increase membership.

A question was asked of Secretary/Treasurer Dooley about an overdraft fee posted in the June minutes. Mr. Dooley stated that the bank charged \$36 to transfer monies from the savings account to the checking account to cover checks written for ITC expenses. The overdraft fee was refunded by the bank in July and mentioned at the next board meeting.

A motion was made (Member Rex) and seconded (Member Fraser) to have the Iowa Chapter endorse Chapter Member Trace Lawless for his International Association of Arson Investigators board nomination. Passed unanimously.

A motion to adjourn the meeting (2<sup>nd</sup> Vice President O'Connell), second (Member Westhoff). Passed unanimously.

Annual meeting adjourned at 1145 pm.