



International Association of Arson Investigators
23331 Rock Spring Road, Forest Hill, MD 21050
www.firearson.com www.cfitrainer.net

IAAI Annual General Meeting Minutes
Monday, April 8, 2024

Meeting Place: Las Vegas, Nevada
Facility/Location: Planet Hollywood, Celebrity 5

Call To Order: 1:02 PM PDT

President Van Vleet

Welcome and Opening Remarks

President Van Vleet

Words of welcome were expressed to those in attendance. The purpose of the meeting was presented, which is to address the operation of the association and provide important committee reports. It was indicated that attendance of AGMs is a requirement to be able to run for IAAI Board positions. Data regarding ITC attendance was provided, which is 900 attendees from 20 countries. Special thanks were offered to members of the IAAI Site Selection and Training and Education Committees for all of their efforts in bringing this conference to fruition.

President VanVleet requested Roll Call:

Roll Call:

Executive Officers

President Van Vleet - Present
1st Vice President Lawless - Present
2nd Vice President Bridges - Present
Immediate Past President Watson - Present

Directors

David Brannon - Present
David Cheers - Present
Corey Cunningham - Present
Chris Elrod - Present
Joe Herzberg - Present
Keith Paffrath - Present
Devin Palmer - Present
Steve Rinaldi - Present
Michael Roarty - Present
Dan Rottmueller - Present
Rose Rozmiarek - Present
Chris Ward - Present



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Executive Director: Anne Stone, CAE

Foundation President: Jerome Duet

Recording Secretary: Casandra Jones

Past Presidents:

Richard Jones
Robert Schaal
Dan Heenan
Peter Mansi
Tom Fee
David Sneed
Bob Toth
Jerry Naylis
George Coddling
Scott Bennett
Kirk Hankins
Tom Brace

Appointment of Sergeants-At-Arms:

Jim Bales
Carl Dolente
Laura McCarthy
Joe Paola

Appointment of General Counsel:

Chad Stepan, Esq.

Appointment of Parliamentarian:

Past President Jerry Naylis

Roll Call of IAAI Chapters by Recording Secretary:

Legend: **A= Absent**
 X = Present



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#	IAAI Chapter Name
1	Ohio - X
2	Kentucky - X
3	Texas - X
4	Tennessee - X
5	Michigan - X
6	Alabama - X
7	Kansas - X
8	Georgia - X
9	Florida - X
10	Missouri X
11	Virginia - A
12	Illinois X
13	Nebraska - X
14	Indiana - A
15	British Columbia, Canada - A
16	Minnesota - X
17	New Jersey - X
18	South Dakota - A
19	Oklahoma - A
20	Massachusetts - X
21	Washington - X
22	California - X
23	New York - X
24	North Carolina - X



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25	Wisconsin - X
26	Montana - X
27	Delaware - A
28	Arizona - X
29	Pennsylvania - X
30	Iowa - X
31	Oregon - X
32	New Mexico - X
33	South Carolina - X
34	New Hampshire - A
36	Alaska - A
38	Alberta, Canada - X
39	Ontario, Canada - A
40	Mississippi - A
41	Colorado X
42	Louisiana - X
43	Nevada - X
44	Arkansas - A
45	New Zealand - X
46	West Virginia - A
47	New South Wales, Australia X
49	Connecticut - X
50	Utah - X
51	Rhode Island - A
52	Nova Scotia, Canada/Dormant - A



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53	Maryland - A
54	Saskatchewan, Canada - A
55	Wyoming - A
56	Idaho - X
57	Israel - A
58	Victoria, Australia - A
59	Queensland, Australia - A
60	Maine - A
61	Sweden (Dormant) - A
62	Hawaii - X
63	Vermont - A
64	North Dakota - X
65	Georgian - A
66	South Africa - X
67	United Kingdom - X
68	Ireland - A
69	Quebec - A
70	NW Mexico - A
71	Italia (Dormant)- A
72	France - A
73	South Korea - A
74	Bulgaria (Dormant) - A
75	Netherlands - A
76	Taiwan X
77	North Mexico - A



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78	Finland X
79	Hispano Americano - X
80	Brazil X
81	Central European - X
82	Chile - X
83	Gulf Association of Fire Investigators (UAE) - A

Announcements:

- It was indicated that last year the IAAI Executive Director resigned at the ITC. The Board of Directors immediately started the search for a new Executive Director, and the Board of Directors appointed Anne Stone as our new Executive Director. It was advised that ED Stone is a Certified Association Executive and brings many years of association leadership experience with her to our organization. An ED report will be provided later during the meeting.
- It was instructed that any motions from the floor should be in writing and delivered to the Recording Secretary, with the name of the person making the motion.
- President VanVleet called for a motion to accept the minutes of the 2023 Annual General Meeting, which have been posted as required by C&BL.

➤ *MOTION by Director Rottmueller to accept the 2023 AGM minutes - 2nd by Dave Kircher. ~ Motion Carried.*

President's Report:

Information was offered on the resignation of the ED last year, resulting in the appointment of Past President Heenan as Interim ED while searching for a new ED. This process afforded the executives an opportunity to analyze administrative operational issues, as the BOD was aware of administrative issues plaguing the office and resulting in lengthy delays and poor customer service for our membership. Subsequently, this led to exploration of the Association Management concept. It was indicated that essentially an association management group can assume all the administrative functions while having significant depth of resources due to the ability to share resources across many associations and cross training of staff. This concept was presented to the BOD in August and the BOD unanimously voted to contract with Stringfellow Management Group (SMG) to act as our



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Association Management team. The Board worked closely with them during the transition and on February 1, 2024, they officially assumed administrative management operations; however, the keys to the IAAI have not been turned over. It was advised that the BOD still sets all policy and procedures for the association and the management team then executes the plans at the direction of the BOD. It was advised that issues with any of the staff is not anticipated, but should that occur, the board will address it with the management company who will then address it to our satisfaction. This could mean anything up to replacing a staff member. It was clarified that they answer to us and that this transition more than doubles the staff servicing our members, but is also projected to save the organization over a million dollars within the next five years.

Details were offered on progress made in several other areas as well, including the implementation of an online merchandise store, which was established by the marketing committee, who did a great job putting it together. It was advised that this will be an ever-evolving project.

Information was offered on updates to the certifications program, which includes automating the application process online, which has been much needed for many years.

Words of welcome were offered to ED Stone with a request for her to give a report to the membership.

Executive Director's Report:

Information was provided on her background as an ED, as well as progress made thus far in the transition and the furtherance of the Strategic Plan. Details were offered on Kristen Philips, Chief of Staff, as well as introductions of the members of the management team, marketing team, finance team, and communications team. Additionally, Nick Wesdock was introduced as our ITC meetings manager. Organization enhancements were presented, along with information on how they correlate and will aid in the advancement of the Strategic Plan.

Committee Reports

President VanVleet called for Committee Reports.

- **Financial Report**

It was indicated that our accounting team and this committee have been actively involved in auditing and reviewing the financial statements and documents on a monthly basis, and are happy to report that the IAAI is in a strong financial position.



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Total assets of the Association increased from \$3,351,100 to \$3,661,104 from 2022 to year end 2023.

Liabilities decreased from \$1,250,981 to \$1,226,654.

Total equity increased from \$2,100,119 to \$2,434,450.

In addition, the Board of Directors took the step to create a self-funded death benefit for all members. In the past, the organization had accidental death insurance policy, however, that coverage was only available to US based members. It was advised that this self-funded plan makes this coverage available to all members, regardless of their location. Some of the money used to pay the premium for the insurance will be placed into an account to fund this member benefit.

The Board of Directors also created an IAAI Training Facility Fund. The Board set aside money, from our assets, for the future growth of our association to one day have a training and research center. In addition, this fund will be supported by a percentage of our net revenue, if any, each year. This will continue to grow the fund, until an IAAI Training Facility can be realized sometime in the future. Having this fund will better position the IAAI to apply for grants toward this goal.

That concluded the financial report from the Budget and Finance Committee.

- *Motion by Director Elrod to receive and file the Finance report and post it on the IAAI website - 2nd Dave Kircher (NJ) - Motion Carried.*

- **Chapters Committee Report**

Words of thanks were offered to those in attendance, along with commendations for the conference attendance. Chapter officers were recognized for their work and dedication to the membership. Recognition was also offered to chapter liaisons. Tommy Sipsy - Chapters Co-Chair was acknowledged for his work in moving the Chapters Committee and Student Program forward to the successful position that it is currently in. Director Rottmueller, the new Co-Chair of the Chapters Committee, was also recognized for his willingness to assist with the program moving forward. Information was offered on recent interest by potential chapters in establishing charters. Details were offered on the proposed merge of Mexico chapters to strengthen the membership benefits for those members. Details were offered on this week's chapter officers meeting, as well as a meeting to discuss issues with enhanced chapters. It was indicated that enhanced chapters will be moved per the direction of incoming President Lawless from the Membership Committee to the Chapters Committee.



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- **Certifications Committee Report**

Current certification statistics stand at:

CFI - 2266
FIT - 3393
MV- 365
ECT -767
CI - 116

Details were offered on sub-committees that were established for the certification programs above, as well as recognition of those sub-committee chairs (Jerry Carter/CFI, Mike Dalton/FIT, Chris Ellis/MV, Cassie Jones/ECT, and Bobby Schaal/CI). Information was offered on the history of the CFI program, which was implemented over 40 years ago. Updates were provided on the successful transition to the online application process for FIT and the current status of the online transition for CFI.

- **Training and Education Committee Report**

It was advised that 2023 was a productive year for the T&E committee. At the direction of the board, this committee is tasked with aiding industry professionals to become the best that they can be. It was advised that the IAAI core curriculum was expanded nationally and abroad in this past year. Information was offered on efforts to bring the IAAI EWCT course to Alberta, Canada, which have included converting the materials and working with legal professionals to ensure the accuracy of the program. The intent is to go through this same process with other countries in the future. Information was offered on curriculum updates to the FIT program. Partnerships with kindred organizations (CPSC and NY Bureau of Fire Investigation) were detailed, as it relates to offering training courses. The committee is currently working to finalize the course being developed to assist members with meeting the upcoming NFPA 1321 standard, and it was advised that a new course centered on adult learning is being developed that will provide a curriculum component needed to obtain CI.

- **Membership Committee Report**

Our current statistics stand at; 11,162 members, 37 life members, 61 student members, 83 chapters, & 25 enhanced chapters.

The committee is currently looking at recruitment incentives, membership appreciation, and various membership benefits.



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- **Site Selection Committee Report**

It was indicated that the committee is about to open an RFP for the 2028 ITC location, which will be in the west region. Information was offered on the relationship with Helms Briscoe, a third-party agency, that assists with ensuring the organization's needs are met as it relates to the selected venues. Currently established ITC events include:

- 4/7-11, 2025 – Atlantic City
- 4/26-30, 2026 – St. Louis, MO
- 4/25-29, 2027 – Reno, NV

Details were offered on the Atlantic City venue and their willingness to accommodate our ITC needs. Words of thanks were offered to Co-Chair David Cheers and staff members for their efforts in ensuring our ITC events are successful.

- **CFITrainer Steering Committee Report**

An overview was offered on current statistics (# of users, new users, & success rate of tests on the platform, # of hours of training provided, # of modules taken, and modules passed since September). Progress of credit hours was outlined per year since 2019. It was advised that we are currently averaging 1,200 new users/month, and that there was a 58% increase between 2022 and 2023, which has been far exceeded thus far in 2024. Information was offered on modules released during the last grant cycle and it was indicated that three modules remain to be released from that cycle. Details were offered on the most recent grant award that was received with a performance period of 9/2023-9/2025. Nine modules have been identified for release during that grand period. The results of a recent survey were presented, which led to the development of a case study as an upcoming module. Information was offered on the translation of modules that are pre-requisites for FIT, into Spanish, as well as the data that has been captured thus far on the success of this translation project. Job aids and resources were outlined, along with their availability to members. Information was offered on video resources, which currently include safety (don & doff) and the expansion of the evidence collection toolbox, which expands collection items more into the scope of private fire investigations. It was indicated that the hope is to expand those into lithium batteries and large appliances, as well as to add a video on electrical safety. The success rate of multi-program certificates was offered, along with completion statistics for each. Words of thanks were offered to Bobby Schaal, who is the program director, and Stonehouse Media for the development of the modules. The history of the CFITrainer program was presented, along with words of thanks to David Sneed and Kirk Hankins for everything that was done to get



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this program established. Additional words of gratitude were offered for the efforts of staff members in ensuring the success of the CFITrainer program.

- **IAAI Foundation Report**

Foundation Board introductions were made, and words of thanks were extended to the chapters and members for their donations. Details were given on the scholarships that were awarded this year, as well as a project performed with student members, funded by a Foundation grant, to bring information contained within CFITrainer modules up-to-date. Additionally, the Foundation awarded a research grant this year to an ECU student, who is conducting research on lithium-ion batteries, the results of which will be published in the F&AI Journal, as well as through a future class. Information was offered on the success of the first annual Foundation Golf Scramble. A request was made that members encourage others to submit applications for scholarships.

- **Awards Committee Report**

Words of thanks were offered to those who submitted nominations, along with words of encouragement for future submissions. Details were offered on the change of deadline, along with the basis for the date change, which is to allow the committee adequate time to vet the nominations, and to allow agencies adequate time to make arrangements for accommodations for the award recipients. Information was offered on the future implementation of online award submissions, and words of thanks were expressed to the current outgoing Co-Chair Tommy Sipsy, and the incoming Co-Chair Michael Roarty. Details were provided on the modernization of the current awards within this past year.

- **James I Smith Chapter of the Year Award** - Tennessee
- **2024 Milestone Member Awards** - 20, 25, and 30 year members were recognized. 35-year member in attendance at the ITC - Raymond Saidat. 40-year members in attendance at the ITC - Immediate Past President Randy Watson, Dave Kircher, & Kim May. 45-year members in attendance at the ITC - James Pioth & Donald Perkins.
- **Photo Awards** - Winners will be posted in the IAAI Fire and Arson Investigator Journal.
 - **Accidental** - 2nd Place Shannon Trahan/Lafayette FD
 - **Arson** - 2nd place Chris Ellis/Sharonville FD
- **Presidential Certificates of Appreciation** - Mary Connor & Jeff Pauley

The remainder of awards were tabled until the ceremony at the banquet.



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- **Elections Committee Report**

A total of 1,699 ballots were cast, 165 of which were submitted by off-continent members. There were no invalid ballots. Therefore, there were 1,699 valid votes.

IAAI

<u>2nd Vice President</u>	<u>Votes</u>
James Kanavy (KY)	629
Devin Palmer (AL)	839
Abstained	231

Based on our Constitution and Bylaws; We have four (4) open positions for Board of Directors.

<u>Board of Directors</u>	<u>Votes</u>
Keith Paffrath (AZ)	1040
Rose Rozmiarek (KS)	952
Claire Mansi (UK)	846
Joe Paolo (NJ)	968
Steve Rinaldi (CO)	942
Abstained	175

IAAI Foundation Election

Based on the Foundation Constitution and Bylaws; We have four (4) open Directors positions.

<u>IAAI Foundation Director</u>	<u>Votes</u>
Jerome Duet (LA)	691
Jason Mardirosian (IL)	656
Tommy Sipsy (GA)	1,043
Abstained	322

The additional positions will be filled in accordance with the Foundation Constitution and Bylaws.

Proposed Constitution and By-Law Amendment Results:

Amendment 1 – 795 For - 692 Against - 185 Abstained



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Amendment 2 - 1,346 For - 125 Against - 185 Abstained

Amendment 3 - 1,325 For - 138 Against - 189 Abstained

Point of Order:

Based on our Constitution and Bylaws; President Chris VanVleet becomes Immediate Past President and 1st Vice President Trace Lawless moves to the position of President; 1st Vice President David Bridges moves to the position of 1st Vice President which leaves the association with an opening for 2nd Vice President.

Clarification was offered on four (4) open positions for Director, with the addition of one additional position that was vacated by Director Palmer for the remainder of his term, as he was elected for 2nd VP. It was clarified that based on C&BL, the vacated position is to be filled by the candidate receiving the next highest number of votes. Based on the total votes outlined above, Keith Paffrath, Rose Rozmariek, Steve Rinaldi, and Joe Paolo were elected to the four open positions on the BOD and Claire Mansi will be appointed to fill the vacated position for the remainder of the term.

It was explained that based on the C&BL, proposed amendments require a 2/3 majority vote in the election to pass; therefore, proposed amendment #1 failed, proposed amendment #2 passed, and proposed amendment #3 passed.

- *MOTION by Director Rottmueller to destroy the ballots in accordance with the board policies allowing the distribution of geographical data to the Chapter representing that area - 2nd Director Cunningham ~ Motion Carried.*

Nominations Committee:

1st Vice President Lawless announced the appointments to the 2023-2024 Nominations Committee:

Chair - Ross Shier

Nominations Committee Chair Ross Shier was called to the podium to open nominations for the 2025 election. An announcement was made that the name of the nominator and the name of the nominee should be delivered in writing to the Sergeant-at-Arms. A description of the term lengths and nomination requirements was outlined. The nomination period is 4/8/2024 - 9/1/2024 at 12:00 AM ET.



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2nd Vice President

Nominator/State

Sonia Kwasnycia/New South Wales

Barry Grimm/New Jersey

Nominee/State

Kevin Crawford/Colorado

Chris Ward/Illinois

Board of Directors

Nominator/State

Paul Kondor/SC

Peter Mansi/UK

Jerry Carter/TN

Claire Mansi/UK

Robert Schaal/LA

Nick Carey/UK

Robert Toth/CO

David Cheers/FL

Nominee/State

Michael Roarty/SC

Paiva Scharlyston/Brazil

James Gault/TN

Gretel Meng/Guatemala

Toumas Palvia/Finland

Albert Bartolome/Spain

Andre DeBeer/South Africa

Dan Rottmueller/Ohio

IAAI Foundation Nominations

Board of Directors

Nominator/State

Tommy Sipsy/GA

Nominee/State

Bob Renton/MO

New Business:

- *Motion by Past President Mansi to appoint two additional board member positions to the existing board of 12 directors, dedicated solely for off-shore members to reflect international issues that affect our association -*

Point of Order:

It was advised that this motion goes against the C&BL and will require a C&BL amendment; therefore, the motion failed.



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For the Good of the Association:

Traditional hat exchange with the Alberta, Canada chapter representative was performed, along with an explanation on the history of the tradition.

A special presentation was given by Mike Deckelmann with the history of a past ITC event and the raffle of paintings that was held at the event. Details were offered on the winning of the painting by member Cory Reeves, who donated the painting back to the organization, as he was new in the organization and did not have an office for which to hang the painting in. It was advised that the painting hung in the IAAI office until recently, when the office transitioned to SMG. It was indicated that the painting will now be returned to Cory Reeves, as the original owner.

Adjournment:

- *Motion by Director Herzberg to adjourn - 2nd Past President Mansi - Motion Carried*

ADJOURNED: 2:44 PM PDT

Meeting attendance: 176 in-person / 22 via Zoom

A handwritten signature in black ink that reads 'Casandra Jones'.

Casandra Jones
Recording Secretary