



Arkansas Fire Prevention Commission

AR State Fire Marshal. ● # 1 State Police Plaza – Little Rock, AR 72010 ● 501-618-8624

E-mail: lindsey.williams@asp.arkansas.gov

Chairman:
Virginia Lee

Vice-Chairman
Charles Butler

Secretary
Marc Lowery

Minutes of Meeting May 13, 2010

Meeting was called to order at 10:05 a.m. by Virginia Lee.

Members in attendance: Virginia Lee, Dayna Hilton, Lindsey Williams, Lee Zuehike, Kevin McDonald, Chris Trask, Don McBride, and Rachel Nix.

Members absent: Charles Butler, Marc Lowery, and Cary Bennett

Associate members in attendance: Jimmy Woods

Guests in attendance: Pamela Richard with Arkansas Children's Hospital and Debbie Trimble with the State Fire Marshal's Office.

Minutes from the February 11, 2010, meeting were approved following a motion to approve by Kevin McDonald which was seconded by Lee Zuehike.

Jimmy Woods distributed the financial report (in Richard's absence).

Approval of the financial report was postponed until the next meeting due to Richard Drilling's absence.

Jimmy provided information from Richard that the business cards had been ordered and they would be mailed to members once the order is received.

Jimmy Woods presented (on Richard's behalf) an invoice for \$600.00 for Sam Miller's services relating to the website. Kevin McDonald made a motion to pay the \$600.00. Lindsey Williams seconded the motion. The motion passed following a vote.

Jimmy Woods provided information from Richard Drilling that we have \$16,886.89 left in our budget for this fiscal year. Information was also presented that we avoided a budget cut for this year and our budget for the next fiscal year remains at \$30,000.00.

Jimmy Woods also provided information from Richard Drilling that a decision regarding awards needs to be made soon.

Jimmy Woods provided a check from Richard Drilling for the Malvern grant which will be delivered to Charles Butler by Lindsey Williams.

The Associate Member position previously held by Jimmy Parks was discussed. Pamela Richard and Nathan Travis have both expressed interest in the Associate members position previously



Arkansas Fire Prevention Commission

AR State Fire Marshal. ● # 1 State Police Plaza – Little Rock, AR 72010 ● 501-618-8624

E-mail: lindsey.williams@asp.arkansas.gov

Chairman:
Virginia Lee

Vice-Chairman
Charles Butler

Secretary
Marc Lowery

held by Jimmy. Dayna Hilton made a motion to accept Pamela Richard and Nathan Travis as Associate members. Kevin McDonald seconded the motion. The motion passed.

Dayna Hilton addressed the Commission regarding financial assistance for an upcoming conference. Part of the expenses are already being covered by other sources. After some discussion it was decided that Dayna Hilton should contact Richard Drilling with details of the trip in order to determine if Fire Prevention Commission funds could be used. A motion was made by Rachel Nix and seconded by Chris Trask to approve Dayna's request if Richard determines this is a proper use of Fire Prevention Commission funds. The motion also included a provision that the expenses cannot exceed the normal State travel reimbursement allowances.

Based on a recommendation from the Grant Committee, a \$6,000.00 grant was approved for the North Little Rock Fire Department and a \$1,300.00 grant was approved for the Central Volunteer Fire Department.

Sam Miller gave the Commission an update on the website. Sam reminded everyone that he needs photos. Sam also made photos of members who did not have a photo on the website or wanted to replace their current photo.

A motion was made by Kevin McDonald and seconded by Lee Zuehike to make the temporary website (that Sam most recently worked on) the official site. The motion passed.

Lee Zuehike gave the Commission an update on the use of the grant money recently received by the Grady Fire Department. Lee noted that the department was able to purchase more smoke detectors (with the same amount of money) than originally described in the grant request.

Lee Zuehike made a motion to adjourn which was seconded by Rachel Nix. The motion passed. The meeting was adjourned at approximately 11:30 a.m.