



## **EFSCA BOARD MEETING**

**Latvia**  
**Fire Safety and Civil Protection College**  
**Maskavas str 5-FRS Kengaraga 3/1**  
**Riga,**  
**on 1<sup>st</sup> December 2011**

### **Attendees:**

<b>Invited:</b>	<b>Wim Beckmann</b>	<b>– President, NIFV, THE NETHERLANDS</b>
	<b>Ionel-Alin MOCIOI</b>	<b>– Secretary, FOF, ROMANIA</b>
	<b>Vojtech VRANAY</b>	<b>– Treasurer, FSC, CZECH REPUBLIC</b>
	<b>Pere de la TORRE</b>	<b>– Chairman, DPEIS, ANDORRA</b>
	<b>Ivan POLEVODA</b>	<b>– Incoming Chairman, IFCE, BELARUS</b>
	<b>Aliksandr IVANITSKI</b>	<b>– Incoming Chairman, IFCE, BELARUS</b>
	<b>Alexander S. SUHOVAROV</b>	<b>– Incoming Chairman, IFCE, BELARUS</b>

<b>Hosts:</b>	<b>Mr. Ainars Pencis</b>	<b>– Chairman, FSCPC, LATVIA</b>
	<b>Ms. Iveta VORZA</b>	<b>– Chairman, FSCPC, LATVIA</b>

### **Thursday – 1<sup>st</sup> December 2011**

#### **Presentation and Agreement of the Meeting Layout & Program**

Mr. Pencis started the meeting by welcoming the attendees.

Mr. Beckmann also welcomes the attendees and thanked Ms. Vorza and Mr. Pencis for their hospitality and for the organization of the EFSCA conference of 2012. The subjects that are to be discussed in the Board meeting of the 1<sup>st</sup> of December 2011 are as follows:

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#### **Issues:**

- Approval of agenda
  - Discussion of proposed agenda and premises for 2012 Conference and General Assembly
  - Organization of working groups in the frames of the Conference 2012 - Secretary
  - Theme Conference and General Assembly 2012
  - Other issues concerning the organization of the Conference 2012
  - Financial report - Treasurer
  - EFSCA website
  - Next Board meeting, at Riga, Latvia
  - Other issues
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## 1. Approval of Agenda

The agenda of the Board meeting was unanimously approved by all attendees.

## 2. Discussion of proposed agenda and premises for 2012 Conference and General Assembly

- The Baltic Beach Hotel Jurmala is proposed as location for the EFSCA Conference. Price negotiations have already taken place (appr. € 65,=/70,= per room);
- A small conference room is needed for the Board Meeting before and after the conference (note secretary);
- The EFSCA can help the organizing country in a financial contribution of the costs of the organization up to 70% of the income countries (in 2012);
- The date for next Conference in 2012 is approved on 29<sup>th</sup> May – 1<sup>st</sup> June 2012;
- The program of the Conference 2012 will be as follows:

### 29<sup>th</sup> May 2012

- Arrival of the guests during the day

### 30<sup>th</sup> May 2012

#### ***Morning program – dress code Uniform/Smart***

- 08.30 Receiving and registration of the delegates.
- 09.00 Welcome speeches, joint photo and raising flag:
  - Photo and raising flag have to take place between the speeches.
  - Raising the flags (Latvian national, European and EFSCA flags) will be held in front of the hotel
  - Speeches by the EFSCA President and as by Latvia suggested the State Secretary
- 10.30 Conference Session 1 - two presentations
- 11.10 Coffee break
- 11.40 Conference Session 2 - two presentations
- 12.45 Lunch
- 13.45 Conference Session 3 - 1two presentations
- 14.30 End of the morning program

#### ***Afternoon program – dress code Smart***

- 15.00 Departure from the hotel
- 16.45 Arrival at Rundale Palace
- 17.00 Excursion Rundale Palace
- 18.00 Official Dinner in Rundale Palace Restaurant (dress-code smart)
- 20.30 Return to hotel
- 22.30 Arrival at hotel

31<sup>th</sup> of May 2012 – 2<sup>nd</sup> day of Conference & General Assembly

- 09.00 Start program of the 2<sup>nd</sup> day of the Conference & General Assembly
- 09.05 Conference Session 4 - three presentations
- 10.30 Coffee break
- 11.00 *Workshop* - working group
- 12.30 *Workshop* - presentations results working groups
- 13.00 Lunch
- 14.00 General Assembly

***Afternoon Program – dress code Casual***

- 15.30 Free time
- 16.00 Departure to Riga (Fire Museum)
- 17.00 Excursion at Fire Museum and
- 18.00 Excursion in Old Town of Riga
- 19.00 Departure from Fire Museum and Old Town of Riga
- 19.30 Dinner at restaurant “Lido” (dress-code casual)

1<sup>th</sup> June

- Departure of the guests during the day

**3. Organization of working groups in the frames of the Conference 2012 – Secretary**

The Secretary will make an inventory of the themes as discussed within two weeks (before 16<sup>th</sup> December next) after the Board Meeting. He shall send this inventory to the Board members a.s.a.p., just after the EFSCA Board agreement. The members will decide before the end of 2011 which themes are used during the working group. The Secretary shall make a proposition for the chairman of the working group.

**4. Theme Conference and General Assembly 2012**

Ms. Vorza suggested “*Education system for all types of specialists of governmental and private fire fighters and rescue services*” as theme for the EFSCA Conference 2012. All members agree to this suggestion. The members are asked, for the Board Meeting of February next, to come with names of lectors and/or guest speakers who can be invited for a presentation during the 2012 conference.

**5. Other issues concerning the organization of the Conference 2012**

- Announcement: The announcement of the EFSCA Conference 2012 has to be send to the members, together with the themes and explanation of the working group, in the first week of January 2012 (the 15<sup>th</sup> of January 2012 at the latest). The Secretary shall send this announcement to the members by e-mail. The contents of the announcement will be prepared by the Secretary and Ms. Vorza;
- Suggested is to invite some persons from Denmark as speaker at the Conference 2012.

## **6. Financial report – Treasurer**

- Report: enclosed you find the report from the period of the last annual meeting;
- Signature form: The signature form of Lloyds Bank has to be signed by the President. After signing the Treasurer returns the form to the Lloyds Bank;
- Internet banking: The Treasurer received an application form from Lloyds Bank concerning internet bank. After completing the form and signing it according the mandate by the Secretary and the Treasurer, it will be send back to the bank. As soon as the Treasurer receives the welcome pack from the bank he starts using internet banking straightaway. Internet banking makes a more efficient way of banking for ESFCA possible.

## **7. EFSCA website**

It is necessary that the EFSCA website is operational as soon as possible. The Secretary, Treasurer as well as the President will collect information in their countries for preparing the website. During the next Board Meeting a decision will be made.

## **8. Next Board Meeting in Latvia**

All members of the Board agreed to plan the next Board meeting at Riga, Latvia on the 13<sup>th</sup> , 14<sup>th</sup> and 15<sup>th</sup> of February 2012.

## **9. Other issues**

- The possibility for more participants per country to join EFSCA: According to the mandate now there is one payment for one country. When more institutes of a country become a member of ESFCA this could be changed to one payment to the number of institutes which are members. But there are more possibilities. The President proposes to postpone this item to the next meeting. Then all possibilities are discussed followed by a voting.
- How many participants are the members allowed to bring to a meeting or a conference as stated by the ESFCA mandate at the expense of EFSCA: Suggested is that every member can bring two participants and a translator. The board agrees that this arrangement stays as stated by the mandate; every member can bring two participants, more participants are for their own account.
- Certificate: The Secretary proposed to install a certificate for the EFSCA Board members. The members of Belarus shall scan an example of the certificate and send it to the Secretary. For this proposal has to be voted during the General Assembly.

Mr. Mocioi, The Secretary of EFSCA thanks to everybody and closed the Board Meeting.

**Ionel-Alin MOCIOI**  
**EFSCA Secretary**