

## *Charter Committee Members*

Kathy Brauer	Hampton Fire & Rescue
Jacqui Brown	Arlington Fire Department
Deborah Eaton	Prince William Co. Dept. of Fire & Rescue
Liz Kirk	Alexandria Fire Department
Pamela Roberson	Henrico County Division of Fire
Jo Lin Rohr	Chesterfield Fire and EMS
Tammy Jones	Lynchburg Fire Department
Callie Terrell	Alexandria Fire Department

## *Presidents*

Renee Allen-Stallings	Isle of Wight Fire Rescue
Laura Cleveland	Henrico County Division of Fire
Nicole Fury	Williamsburg Fire Department
Sherril Lafoon	Chesterfield Fire & EMS
Cynthia "Cindy" Marshall	Chesterfield Fire & EMS
Lynn Cherry-Miller	Hampton Fire & Rescue
Dana L. Main	Caroline County Fire & Rescue
Beth Drewery	VA Dept. of Game & Inland Fisheries
Kathy Brauer	Hampton Fire & Rescue
Pamela Roberson	Henrico County Division of Fire

## *Contact Us*

*For more information email*  
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*Virginia Fire Chiefs Association,  
Inc.*



*Administrative Professionals Section*

*"Professionals Partnering to Serve Our Community"*

P.O. Box 699  
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# *VFCA - Administrative Professionals Section*

## *Purpose*

To provide administrative professionals opportunities for growth and development, thereby increasing our value to the fire service and community.

## *Vision*

Working together, the Administrative Professionals Section will be an integral and dynamic part of the Virginia Fire Chiefs Association, Inc. (VFCA) and a recognized resource and model for the fire service and the communities we serve.

## *Mission*

The mission of the Administrative Professionals Section (APS) is to:

- Provide quality assistance to the fire service and our community
- Maintain a working partnership with administrative professionals
- Enhance communication and sharing of information through networking and technology
- Provide opportunities for education and training

## *History*

The Executive Board of the VFCA recognized the need to build a partnership with administrative professionals working in fire service organizations across the Commonwealth. On August 8, 2000, the Board approved a

new section of the VFCA called the Administrative Professionals allowing administrative professionals the opportunity to meet, network, and provide training opportunities at the annual Mid-Atlantic Expo and Symposium.

Upon completion of preliminary research, a committee was formed to establish a charter, by-laws, and elect officers. They met for the first time on July 9, 2001.

The Section charter was approved by VFCA's Executive Board on September 10, 2001.

Meetings are held on a quarterly basis and rotate throughout member jurisdictions with the exception of the 1st quarter meeting held in conjunction with the Virginia Fire & Rescue Conference and the 3rd quarter meeting which is held in conjunction with the Virginia State Firefighters Association's (VSFA) Annual Conference.

## *Membership*

The APS welcomes administrative professionals from the fire-rescue service and partnering organizations. Annual Section membership is \$40.

Membership provides you with opportunities to receive valuable training, and to network with experienced, dynamic individuals. Members receive *Behind the Scene* section newsletter and the *Commonwealth Chief* magazine. Accidental Death & Dismemberment Insurance is also provided for members.

Registration is available online, [www.vfca.us](http://www.vfca.us).

