



SFPE Annual Chapter Evaluation Form (Mandatory)

Each year the Chapter will have to complete the Chapter Evaluation Form by May 24, 2019

Instructions:

- Based on Chapter activities in the 2018 calendar year.
- Select "X" or "YES" or "NO" plus a commentary for each question. The evaluations depend heavily on the commentary given, for the SFPE Chapter Excellence Awards (ACE).
- Scoring is completed by the SFPE Awards Committee and approved by the Board of Directors.
- Send the completed package which includes the following:

- Completed Chapter Evaluation Form - Submitted
- Copy of Current Chapter Constitution and or Bylaws - Submitted
- Member List to include name, address, phone, email in Word or Excel format only - Submitted
- Other supplement information photographs, programs, backup information, etc. - Please visit www.sfpeSoCal.org for newsletters, pl

• Please send completed evaluation form (required by the SFPE Standing Rules), **no later than May 24, 2019** to **Julie Gordon** at jgordon@sfpe.org, by fax to (1) 301-718-2242, or by mail to SFPE, 9711 Washingtonian Blvd, Suite 380, Gaithersburg, MD 20878, USA.

CHAPTER NAME:		Society of Fire Protection Engineers Southern California Chapter
Contact person:		Ray Bizal
Email:		rbizal@nfpa.org
Telephone:		562-201-4509
Chapter Type: (Incorporated, Networking or Affiliate)		Incorporated

PART I GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS
Completion of Part I is worth 10 points

How many total individuals do you have in each of the following categories?

Active Members	106
Chapter Only Members	54
Guest/Friends/Students	29
Other	0
Total	189

Paying members of SFPE HQ and Chapter
Paying members of chapter; not a paying member of SFPE HQ
non-paying members of SFPE HQ and Chapter

What is your overall membership renewal rate (e.g., 80%)? 75%

What is your overall recruitment rate (e.g. 10% new member growth) 20% Current active members = 106. One year ago = 87. 20% growth

Generally, how is your membership count and retention compared to the past couple of years?

SFPE Membership	Growing	Yes <input type="checkbox"/>
	Maintaining	<input type="checkbox"/>
	Declining	<input type="checkbox"/>
Friends of the Chapter	Growing	Yes <input type="checkbox"/>
	Maintaining	<input type="checkbox"/>
	Declining	<input type="checkbox"/>
Retention Rate	Growing	Yes <input type="checkbox"/>
	Maintaining	<input type="checkbox"/>
	Declining	<input type="checkbox"/>

PART I (Continued) GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS

What is your current dues rate for each of the following categories?

Active Members	\$	25.00
Recent Graduates	\$	25.00
Friends of the Chapter	\$	25.00
Other	\$	25.00

(e.g. AHJs, Retired, Life)

What geographic area does your chapter cover?

California Counties--Los Angeles, Orange, San Luis Obispo, Riverside, San Ber

Which of the following positions do you have on your board? What is the term length for each position?

		Term Length
President (Chair)	YES	One Year Term, Maximum 2 consecutive years
Vice President (Vice Chair)	YES	One Year Term, Maximum 2 consecutive years
Treasurer	YES	One Year Term, No Maximum
Secretary	YES	One Year Term, Maximum 2 consecutive years
Past President	YES	As appropriate
Directors	YES	One Year Terms, No Maximums
Committees/Taskforces	YES	One Year Term, No Maximums

Please provide the following information about your incorporation status:

State of Incorporation:	California
Employer Identification Number (EIN):	83-1599074
Country Specific (Non-U.S.):	

Please provide the following information about your tax status:

IRS Designation 501c3	
IRS Designation 501c6	YES
Don't Know	
Not registered with the IRS	
Country Specific (Non-U.S.)	

Did your chapter file a tax return for the most recent tax year?

Yes	YES
No	
Don't Know	

Please provide your URL link for the following:

Website	www.sfpeSoCal.org
LinkedIn	SFPE Souther California Chapter
Facebook	SFPE Souther California Chapter
Twitter	
Other	

Is your chapter using the current SFPE logo/branding on each of these?

X	Yes
	No

PART I (Continued) GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS

What type of support does your chapter need from SFPE?

A list of current SFPE International members from our geographic area with contact information. Contact information of new SFPE members who are located in our geographic area so we can properly identify them, make contact, and bring them into our chapter. Notification when members in our geo area upgrade their SFPE HQ membership so we can recognize them. This would support M2. Notification when members in our geo area do not renew their SFPE HQ membership so we can implement process in M1.

Additional Questions and Comments

PART II MEMBERSHIP (15 Pts Max)	Metrics (Self-Score)	Details/Commentary
M1 Did your Chapter have a process to contact Chapter members that do not renew membership in SFPE HQ? If so, explain? And did you implement in 2018?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts	3 0 We email our members as their membership is expiring to remind them to renew with the chapter and with SFPE International. This is an automatic email that is sent out from our website.
M2 Did your Chapter participate in a SFPE member campaign, promote SFPE membership at chapter events or have its own membership campaign?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts	3 0 The 1st VP oversees membership and developed/implemented a plan to promote SFPE membership. This membership campaign has been further defined for 2019 to include sponsorship levels for organizations that bring in new members. Membership in SFPE is promoted at all Chapter events. At one event we had an SFPE Board member discuss the benefits of membership in SFPE, as an SFPE membership drive.
M3 Did your Chapter give recognition to new SFPE members or members who upgraded their memberships (e.g. Professional, Fellow)?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts	3 0 Recognition is given at each monthly meeting by the Chapter President to those identified as new SFPE members or members who upgrade their membership. We also conducted special recognition for those chapter members upgraded to Fellow in SFPE. This year it was Debbie Freeland.
M4 Did your Chapter recruited a new member to join the SFPE Corporate 100 Partners Program in 2018?	<input type="checkbox"/> Yes - 3 pts <input checked="" type="checkbox"/> No - 0 pts	0 0 While we promoted the SFPE Corporate 100 Partners Program at our Annual Symposium, we are unaware of successful recruitment.
M5 Did your Chapter actively encourage and promote any activities with allied professional organizations related to the field of fire protection engineering (e.g. fire service, safety engineers, AHJs, etc.)?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts	3 0 Board members (Ray Bizal, Chris Reimer, Debbie Freeland, Evan Ross & Gregg Vlahakis) and Chapter members (Jeff Halpert, Chris Wicker) have promoted monthly meeting, the chapter golf tournament, and Chapter Annual Symposium to allied organizations: California Automatic Fire Alarm Association, the So Cal Fire Prevention Officers, NorCal Fire Prevention Officers, So Cal Chapter of the Construction Specifications Institute, and Structural Engineers Association of Southern California. We are currently under discussions for a joint meeting with the SoCal Fire Prevention Officers.
	PART II MEMBERSHIP Subtotal	12

PART III PROFESSIONAL PRACTICE (15 Pts Max)	Metrics	Commentary
P1 Did your Chapter conduct any activities to help address the advancement of fire protection engineering?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <div style="text-align: right;"> Score 3 0 </div>	Several Board members (Ray Bizal, Chris Reimer, Debbie Freeland, & Gregg Vlahakis) have presented at the SLO Student chapter as well as Fire Protection Engineering students at SLO to encourage careers in Fire Protection Engineering. Several Board members have also promoted Fire Protection Engineering at Building Official meetings, Fire Prevention Officer meetings, at the CA Sprinkler Coalition, California Automatic Fire Alarm Association and at Local chapters of the American Institute of Architects. We also participate in a session at the California Fire Prevention Institute. Our monthly meetings, Annual Symposium and Annual Golf Tournament also continue to address the advancement of fire protection engineering. Regular monthly meetings and presentations from fire protection professionals are held, with a newsletter that is distributed and posted on the Chapter website and SFPE HQ forums.
P2 Did your Chapter work with local governmental or other organizations to help advance the recognition of the fire protection engineering (fire safety engineering) discipline?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <div style="text-align: right;"> 3 0 </div>	Several Board members (Ray Bizal, Chris Reimer, Debbie Freeland, Gregg Vlahakis & Evan Ross) and Chapter members work to advance the recognition of fire protection engineering as a discipline. Contacts were made with the LA Fire Advisory Board, AIA, CSI, CAFAA, So Cal FPO's, CALBO, CFPI, SEASC and others. Additionally, we have a large number of government officials (AHJs) that regularly attend our meetings and events.
P3 Did your Chapter co-sponsor or participate in a meeting with another organization with interests common to SFPE? Please describe the event and indicate the name of the organization.	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <div style="text-align: right;"> 3 0 </div>	The chapter provides SFPE reports by several Board members and Chapter members (Jeff Halpert) at other organizations meetings. These reports are normalized on regularly scheduled meeting agendas for the following organizations; SoCal FPOs, CAFAA, CFPI and the CA Sprinkler Coalition.
P4 Did your Chapter contact the local media regarding recognition of fire protection engineering? Please explain the topic and details surrounding the issue.	<input type="checkbox"/> Yes - 3 pts <input checked="" type="checkbox"/> No - 0 pts <div style="text-align: right;"> 0 0 </div>	No, but we will be discussing this at our strategic planning meeting in July.
P5 Did a Chapter representative visit or interact with any students, educational facilities, or other organizations to help promote fire protection engineering as a career?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <div style="text-align: right;"> 3 0 </div>	Several Board members (Ray Bizal, Chris Reimer and Gregg Vlahakis) have presented to fire protection engineering students at Cal Poly, and presented at the SLO Student Chapter of SFPE. And SLO FPE students are regularly at our chapter events, where we mentor them. Bizal has mentored several high school students interested in FPE. One of our Past Presidents regularly speaks with High School students through College Fairs, and promotes fire protection engineering for women. She still speaks at PEO Philanthropic Education Organization Chapter meetings.
PART III PROFESSIONAL PRACTICE		Subtotal 12

PART IV TECHNICAL EXCELLENCE (13 Pts Max)		Metrics	Commentary
TE1	How many technical meetings did your Chapter hold over the past 12 months? What topics were discussed?	<input checked="" type="checkbox"/> More than 6 meetings- 5 pts <input type="checkbox"/> 3 to 6 meetings- 3 pts <input type="checkbox"/> Less than 3 meetings -1 pts	<p>Score</p> <p>5</p> <p>0</p> <p>0</p> <p>4/2018: Suppression water delivery in Highrises (Tour Wilshire Grand) . 5/2018: Advancements in Storage Protection. 6/2018: Performance-Based Fire Hazard Analysis of Exterior Video Wall Cladding. 9/2018: Future of Fire Protection Engineering. 11/2018: Flexible Sprinkler Fittings. 1/2019: Fire Safety and the Future of Transportation. 2/2019: Alternative to Structural Spray-Applied Fire Proofing. 3/2019: NFPA 13 Mandatory Air Vent Installation and Other Corrosion Resistance Requirements. 4/2019: Fire & Life Safety Requirements for Hospitals. Symposium Topics 10/2018: Cal-Poly Update; State Fire Marshal's Programs Update; Structural & Fire Performance of Engineered Timber; FM Global Data Sheets/Approvals for Design Specifications; Using the UL Directory; Hazards of 3D Printing in Manufacturing; Successful Hazardous Occupancy Design and Code Enforcement; Critical Safety Issues in Marijuana Manufacturing;</p>
TE2	Did your Chapter designate an individual or committee responsible for technical Excellence (e.g. arrange technical meetings, etc.)? If so, describe what this individual or committee did to advance the presence of the local chapter in the local community.	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts	<p>3</p> <p>0</p> <p>The 2nd VP is in charge of arranging topics/speakers for our monthly meetings. Our Symposium Committee is active planning our Annual Fire Protection Engineering Symposium. We have enacted a new Technical Committee which will now be participating in the FPE exam writing as well as other technical reviews.</p>
TE3	Did your Chapter submit a nomination for an individual for a SFPE Award or Honor (Fellow)? The individual does not necessarily have to be from the local chapter. If so, whom?	<input type="checkbox"/> Yes - 3 pts <input checked="" type="checkbox"/> No - 0 pts	<p>0</p> <p>0</p> <p>Though we did not submit a nomination, our past president Debbie Freeland was awarded Fellow in 2018.</p>
TE4	Did any Chapter members serve as featured speakers (presenters) at meetings or conferences held by other SFPE Chapters or allied fire protection organizations?	<input checked="" type="checkbox"/> Yes - 2 pts <input type="checkbox"/> No - 0 pts	<p>2</p> <p>0</p> <p>Ray Bizal presented at numerous allied organizations including NWAFAA, CFPI, CAFAA, SFPE SLO, SFPE Cascade, NorCal FPO, SoCal FPO, CBOAC, CALBO, NASFM, NFPA, OFCA, OFMA, Cal Chiefs, LAFAB, NECA, NEMA, ICC, and others). Nate Wittasek spoke at CFPI. Chris Reimer spoke at NorCal/NV SFPE Chapter. Ray Bizal and Gregg Vlahakis spoke at the Cascade chapter. Freeland spoke at both the Library and Museum sections of the International Conference on Cultural Property Protection.</p>
PART IV TECHNICAL EXCELLENCE		Subtotal	10

PART V EDUCATION & TRAINING (15 Pts Max)	Metrics	Commentary						
E1 Did your Chapter hold/sponsor any (minimum one day long) educational event/seminar other than a chapter meeting? Provide details of the event.	<table border="0"> <tr> <td><input type="checkbox"/> More than 1 event -5 pts</td> <td style="text-align: right;">Score 0</td> </tr> <tr> <td><input checked="" type="checkbox"/> One event-3 pts</td> <td style="text-align: right;">3</td> </tr> <tr> <td><input type="checkbox"/> No events- 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input type="checkbox"/> More than 1 event -5 pts	Score 0	<input checked="" type="checkbox"/> One event-3 pts	3	<input type="checkbox"/> No events- 0 pts	0	We conduct an annual fire protection engineering symposium which is
<input type="checkbox"/> More than 1 event -5 pts	Score 0							
<input checked="" type="checkbox"/> One event-3 pts	3							
<input type="checkbox"/> No events- 0 pts	0							
E2 Did your Chapter host a face to face SFPE technical seminar?	<table border="0"> <tr> <td><input type="checkbox"/> Yes-3 pts</td> <td style="text-align: right;">0</td> </tr> <tr> <td><input checked="" type="checkbox"/> No seminars- 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input type="checkbox"/> Yes-3 pts	0	<input checked="" type="checkbox"/> No seminars- 0 pts	0			
<input type="checkbox"/> Yes-3 pts	0							
<input checked="" type="checkbox"/> No seminars- 0 pts	0							
E3 Did your Chapter promote the SFPE Annual Conference and Expo (Nashville), SFPE Europe (Rotterdam) Performance-Based (Hawaii), Webinars and/or Seminars?	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Yes - 4 pts</td> <td style="text-align: right;">4</td> </tr> <tr> <td><input type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> Yes - 4 pts	4	<input type="checkbox"/> No - 0 pts	0	All SFPE conferences are promoted at our monthly meetings, as well as the upcoming webinars or local seminars.		
<input checked="" type="checkbox"/> Yes - 4 pts	4							
<input type="checkbox"/> No - 0 pts	0							
E4 Has your Chapter promoted educational opportunities to the local fire service, authorities having jurisdiction, or other allied fire protection organizations?	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Yes - 3 pts</td> <td style="text-align: right;">3</td> </tr> <tr> <td><input type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> Yes - 3 pts	3	<input type="checkbox"/> No - 0 pts	0	Educational opportunities, including our monthly technical topics and Symposium are promoted to the SoCal Fire Prevention Officers, who forward the advertisements to their list server. Our educational opportunities are also shared on the Los Angeles Area Fire Marshal's web server. Reports are also provided to California Building Officials, California Automatic Fire Alarm Association, California Fire Prevention Institute and the CA Sprinkler Coalition.		
<input checked="" type="checkbox"/> Yes - 3 pts	3							
<input type="checkbox"/> No - 0 pts	0							
PART V EDUCATION & TRAINING Subtotal		10						

PART VI ORGANIZATION (16 Pts Max)	Metrics	Commentary
O1 Does your Chapter have a chapter website, Facebook page, or other social media site and is kept up-to-date?	<input checked="" type="checkbox"/> Implemented or redesign of new website or other in place and current- 5 pts 5 <input type="checkbox"/> Maintain current chapter website or other and kept up to date- 3 pts 0 <input type="checkbox"/> Website or other exists but inactive and out of date -1 pts 0 <input type="checkbox"/> No website or other -0 pts 0	The website has been redesigned to add additional information, such as event flyers, historical chapter information, event sponsorship, and other data. See www.sfpeSoCal.org. We also maintain an up-to-date LinkedIn and Facebook page.
O2 Does your Chapter communicate with chapter members on a regular basis? Please include information about the method and the frequency.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	We send out a monthly meeting notice and educational event flyer. We also keep in touch with members about their membership renewal. We also send out special notices about special events, such as our scholarship application deadline, golf tournament, and special tours. Communications are made primarily with our automated email, but also on LinkedIn and Facebook.
O3 Did your Chapter provide training to Chapter officers when they took office? Please explain the method/process.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	The chapter president attended the SFPE Chapter Leadership Forum at the annual conference and shared the information with new and existing chapter officers at our annual strategic planning session in July. We also review leadership position duty and responsibilities from the Constitution and by-laws.
O4 Does your Chapter regularly review and revise (as warranted) it's Constitution/Bylaws? Please explain the method/process.	<input checked="" type="checkbox"/> Yes - 2 pts 2 <input type="checkbox"/> No - 0 pts 0	We review the Bylaws and Constitution each year and potential revisions are discussed. Bylaws were revised in 2018 and a review for 2019 is currently underway. Bylaws changes are made as needed if urgent; minor adjustments are made and discussed at the annual planning meeting. Changes approved by the board requiring a vote are posted online, those requiring a vote are posted in advance, notice is sent by email to the chapter, and the vote taken at a regular chapter meeting.
O5 Was your Chapter represented at the Chapter Leadership Forum at the SFPE Annual Meeting & Expo (Nashville) or at SFPE Performance-Based Conference (Hawaii) or SFPE Europe Conference (Rotterdam)? List the Chapter attendees.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	The chapter president attended and participated in the SfpE Chapter Leadership Forum at the annual meeting & expo in Nashville. Information from the Forum was shared with the Chapter Board.
PART VI ORGANIZATION Subtotal		16

PART VII OTHER CHAPTER ACTIVITIES (16 Pts Max)	Metrics	Commentary
CA1 Was your Chapter involved in any other activities or programs not otherwise addressed in this Evaluation which align with the support of fire protection engineering (e.g. Habitat for Humanity, Fire Prevention Week, Charitable Events, eWeek, Engineers without Borders, etc.)?	<input checked="" type="checkbox"/> Yes - 2 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">Score 2 0</p>	Our chapter conducts an annual charity golf tournament. Over \$8,000 was raised for the University of California Irvine Regional Burn Center and SoCal SFPE Scholarship fund. We participate in the UC Irvine Regional Burn Center annual picnic. Several Board members (Steven Dannaway and Ray Bizal) assisted with the required sprinklers in a Habitat for Humanity building project in Los Angeles County, providing/coordinating free sprinkler design, free sprinkler materials and free installation labor.
CA2 Did your Chapter make donations to organizations or individuals that can benefit from such donations (e.g. SFPE Educational & Scientific Foundation, individual scholarship grants, etc.)? If so, how much (provide breakdown)?	<input checked="" type="checkbox"/> More than one program donation- 5 pts <input type="checkbox"/> One program donation- 3 pts <input type="checkbox"/> No program donations- 0 pts <p style="text-align: right;">5 0 0</p>	SFPE SoCal awarded five \$2,000 scholarships to five students attending the Fire Protection Engineering Masters program at Cal-Poly San Luis Obispo. We also donated \$7,500 to the University of California Irvine Regional Burn Center, and \$1,500 to the SFPE Foundation. Another \$500 was donated to the SFPE Student Chapter at Cal Poly. Money for these donations was raised primarily through our annual Fire Protection Engineering Symposium and our annual charity Golf Tournament.
CA3 Did your Chapter participate locally with engineering registration related to the professional licensing or certification of fire protection engineers (e.g. write test questions for professional engineering exam, host meetings or activities centered around engineering certification, etc.)?	<input checked="" type="checkbox"/> Yes - 2 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">2 0</p>	SFPE SoCal formed a new adHoc Technical Committee to participate in the professional licensing of fire protection engineers. This committee is now meeting. The chapter also provides announcements to those taking the engineering exam regarding information about the exam and study materials.
CA4 Did your Chapter participate in any regional SFPE activities (e.g. meet with other SFPE chapters if applicable in your country, have ongoing communication with other chapters locally or internationally, etc.)?	<input checked="" type="checkbox"/> More than one demonstrated activity -5 pts <input type="checkbox"/> One demonstrated activity -3 pts <input type="checkbox"/> No activity -0 pts <p style="text-align: right;">5 0 0</p>	Ray Bizal serves on the Board for the SFPE Cascade Chapter and regularly meetings with them and shares information about chapter activities. Chris Reimer serves on the Board of the Northern California Nevada chapter and regularly meets and shares information with them. Ray and Chris regularly communicate with Derek Duval of the San Diego Chapter. Ray Bizal also communicated regularly with Nick Dawe of the Atlanta chapter regarding budgeting issues.
CA5 Does your chapter have individuals serving on SFPE Standing Committees? If so, list name and committee serving.	<input checked="" type="checkbox"/> Yes - 2 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">2 0</p>	Ray Bizal serves on the SFPE Awards subCommittee and the SFPE Committee on Membership and Chapter Relations. Ryan Rigsbee has served on the Standing Committee RTM and also on the subcommittee for SCHD. Debbie Freeland serves on the Membership and Chapter Relations Committee – Chapter Relations Group, CMC Committee, Qualifications Board/Subcommittee.
	PART VII OTHER CHAPTER Subtotal ACTIVITIES	16
<i>THANK YOU for your support of SFPE and its mission!</i>		

SUMMARY

	Score	Max Possible Score	%
Part I: GENERAL	Subtotal	10	10
PART II MEMBERSHIP	Subtotal	12	15 80%
PART III PROFESSIONAL PRACTICE	Subtotal	12	15 80%
PART IV TECHNICAL EXCELLENCE	Subtotal	10	13 77%
PART V EDUCATION & TRAINING	Subtotal	10	15 67%
PART VI ORGANIZATION	Subtotal	16	16 100%
PART VII OTHER CHAPTER ACTIVITIES	Subtotal	16	16 100%
TOTALS		86	100 86%



SFPE Annual Chapter Evaluation Form (Mandatory)

Each year the Chapter will have to complete the Chapter Evaluation Form by April 16, 2018

Instructions:

- Based on Chapter activities in the 2017 calendar year.
Select 'X' or 'YES' or 'NO' plus a commentary for each question.
Scoring is completed by the SFPE Awards Committee and approved by the Board of Directors.
Send the completed package which includes the following:

- Completed Chapter Evaluation Form
Member List to include name, address, phone, email in Word or Excel format only
Chapter Speaker Bureau Contribution (Speaker, Expertise & Bio)
Other supplement information photographs, programs, backup information, etc.

Please send completed evaluation form (required by the SFPE Standing Rules), no later than April 16, 2018 to Julie Gordon at jgordon@sfpe.org, by fax to (1) 301-718-2242, or by mail to SFPE, 9711 Washingtonian Blvd, Suite 380, Gaithersburg, MD 20878, USA.

Table with 2 columns: Field Name and Value. Fields include CHAPTER NAME, Contact person, Email, Telephone, and Chapter Type.

PART I GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS
Completion of Part I is worth 10 points

How many total individuals do you have in each of the following categories?

Table with 2 columns: Category and Count. Categories: Active Members (70), Chapter Only Members (15), Guest/Friends/Students (27), Other, Total (112).

Paying members of SFPE HQ and Chapter
Paying members of chapter; not a paying member of SFPE HQ
non-paying members of SFPE HQ and Chapter

What is your overall membership renewal rate (e.g., 80%)? 82

What is your overall recruitment rate (e.g. 10% new member growth)?

New Member since Jan 1 2016=35/85=41% 41

Generally, how is your membership count and retention compared to the past couple of years?

Table with 3 columns: Category, Status, and Selection. Categories: Friends of the Chapter, Retention Rate. Statuses: Growing, Maintaining, Declining.

PART I (Continued) GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS

What is your current dues rate for each of the following categories?

Active Members	\$	25.00
Recent Graduates	\$	25.00
Friends of the Chapter	\$	25.00
Other	\$	25.00

(e.g. AHJs, Retired, Life)

What geographic area does your chapter cover?

Counties--LA, Orange, SLO, Riverside, San Bernardino, Ventura, Santa Barbar

Which of the following positions do you have on your board? What is the term length for each position?

President (Chair)	YES	Term Length	One Year Term, Maximum 2 consecutive years
Vice President (Vice Chair)	YES		One Year Term, Maximum 2 consecutive years
Treasurer	YES		One Year Term, No Maximum
Secretary	YES		One Year Term, Maximum 2 consecutive years
Past President	YES		
Directors	YES		One Year Term, Maximum 2 consecutive years
Committees/Taskforces	YES		Annual Appointments

Please provide the following information about your incorporation status:

State of Incorporation:	CALIFORNIA
Employer Identification Number (EIN):	95-6130009
Country Specific (Non-U.S.):	

Please provide the following information about your tax status:

IRS Designation 501c3	
IRS Designation 501c6	YES
Don't Know	
Not registered with the IRS	
Country Specific (Non-U.S.)	

Did your chapter file a tax return for the most recent tax year?

Yes	YES
No	
Don't Know	

Please provide your URL link for the following:

Website	SFPESOCAL.ORG
LinkedIn	SFPE Souther California Chapter
Facebook	SFPE Souther California Chapter
Twitter	
Other	

Is your chapter using the current SFPE logo/branding on each of these?

X	Yes
	No

PART I (Continued) GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS

What type of support does your chapter need from SFPE?

Contact information of new SFPE members who are located in our geographic area so we can bring them into our chapter. Notification when members in our geo area upgrade their SFPE HQ membership so we can recognize them. This would support M2. Notification when members in our geo area do not renew their SFPE HQ membership so we can implement process in M1. Program Topics and ideas or Speakers. Speaker reference list for either topics and/or speakers names to provide presentations.

Additional Questions and Comments

PART II MEMBERSHIP (15 Pts Max)	Metrics (Self-Score)	Commentary
M1 Did your Chapter have a process to contact Chapter members that do not renew membership in SFPE HQ? If so, explain? And did you implement in 2017?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">3 0</p>	We have changed our use of emails and now have membership renewal 12 months from their last payment date. This is automatically provided on our membership website. An automatic notice goes out to each member when their renewal is forthcoming.
M2 Did your Chapter participate in a Member-Get-A-Member Campaign or have its own membership campaign?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">3 0</p>	Our VP of Membership has outlined a membership campaign with various awards/recognition to those will bring in new members.
M3 Did your Chapter give recognition to new SFPE members or members who upgraded their memberships (e.g. Professional, Fellow)?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">3 0</p>	We have recognized individuals that we find out they were upgraded. It would be very helpful if SFPE HQ was able to inform us of who has been upgraded so that this recognition could be a recruitment tool for our chapter when we invite non-members to attend a chapter meeting and be recognized. We had a very large recognition for one of our Past Presidents, Tina King, who received a 2017 Fellows award.
M4 Did your Chapter recruited a new member to join the SFPE Corporate 100 Partners Program in 2017?	<input type="checkbox"/> Yes - 3 pts <input checked="" type="checkbox"/> No - 0 pts <p style="text-align: right;">0 0</p>	
M5 Did your Chapter actively encourage and promote any activities with allied professional organizations related to the field of fire protection engineering (e.g. fire service, safety engineers, AHJs, etc.)?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">3 0</p>	Ray Bizal has promoted both our annual Symposium and monthly chapter meetings at both CAFAA and So CA FPOs meetings. Chris Reimer also promotes our Chapter at the annual CAFAA meetings. Chris Reimer also speaks annually to the CAL Poly SLO FPE Masters Program students and promotes our Chapter events and Symposium to them.
PART II MEMBERSHIP Subtotal		12

PART III PROFESSIONAL PRACTICE (15 Pts Max)	Metrics	Commentary
P1 Did your Chapter conduct any activities to help address the advancement of fire protection engineering?	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Chris Reimer speaks annually at CAL POLY Studen SFPE Chapter presenting Special Extinguishing Systems for Mission Critical Applications. Ray Bizal has also spoken and promoted our Symposium to CAL POLY. Our Annual Symposium provided topics and speakers to the attendees which included, AHJs, contractors, architects, MEP engineers and FPEs. Ozzie Mercado conducted a tour of the new Netflix High-Rise Building projects in May to showcase the performance base approach taken on the building smoke control systems for educational purposes to our membership and affiliate AHJs.
P2 Did your Chapter work with local governmental or other organizations to help advance the recognition of the fire protection engineering (fire safety engineering) discipline?	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Ray Bizal works with both CFPI and the CAFAA Board of Directors to promote both our chapters monthly events and Symposium. Ray also works with So CAL FPOs and CALBO to promote the Chapter and our annual Symposium. Ozzie Mercad worked with CAFAA and LAFD to promote our 2nd Annual Charity Golf Tournament.
P3 Did your Chapter co-sponsor or participate in a meeting with another organization with interests common to SFPE? Please describe the event and indicate the name of the organization.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Ray Bizal participates with the CAFAA Board to promote our SFPE chapter events including our second annual Scholarship Funding Symposium. Mark McQuaid has presented Smoke Control at the Annual CFPI in Buellton.
P4 Did your Chapter contact the local media regarding recognition of fire protection engineering? Please explain the topic and details surrounding the issue.	<input type="checkbox"/> Yes - 3 pts 0 <input checked="" type="checkbox"/> No - 0 pts 0	
P5 Did a Chapter representative visit or interact with any students, educational facilities, or other organizations to help promote fire protection engineering as a career?	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Debbie Freeland, Past Chapter Pres. Regularly speaks with High School students through College Fairs, where she represents her girls' college and promotes fire protection engineering for women. She still speaks at PEO Philanthropic Education Organization Chapter meetings. Chris Reimer presents Special Extinguishing Systems and related detection to the Student SFPE Chapter at CAL POLY.
PART III PROFESSIONAL PRACTICE		Subtotal 12

PART IV TECHNICAL EXCELLENCE (13 Pts Max)	Metrics	Commentary						
TE1 How many technical meetings did your Chapter hold over the past 12 months? What topics were discussed?	<table border="0"> <tr> <td><input checked="" type="checkbox"/> More than 6 meetings- 5 pts</td> <td style="text-align: right;">Score 5</td> </tr> <tr> <td><input type="checkbox"/> 3 to 6 meetings- 3 pts</td> <td style="text-align: right;">0</td> </tr> <tr> <td><input type="checkbox"/> Less than 3 meetings -1 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> More than 6 meetings- 5 pts	Score 5	<input type="checkbox"/> 3 to 6 meetings- 3 pts	0	<input type="checkbox"/> Less than 3 meetings -1 pts	0	Jan-CA Code Amendments; Feb-Building & Comfort Sensors for Multi-Criteria Determination of Fire States; Mar-Mass Notification Systems; April-Fire Fatalities-Know the Code;May-Growing Pains:Fire Safety in the Budding Marijuana Industry;May-Field Trip to NETFLIX June-DAS Fire Fighter Communications;Sept-Technologies Related to Integrating Buliding, Lighting to Building Emergency Systems;Oct-Fire Protection Engineering Symposium.Nov-Proliferation of Structural Fire Engineering in the USA; Dec-Holiday Party.
<input checked="" type="checkbox"/> More than 6 meetings- 5 pts	Score 5							
<input type="checkbox"/> 3 to 6 meetings- 3 pts	0							
<input type="checkbox"/> Less than 3 meetings -1 pts	0							
TE2 Did your Chapter designate an individual or committee responsible for technical Excellence (e.g. arrange technical meetings, etc.)? If so, describe what this individual or committee did to advance the presence of the local chapter in the local community.	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Yes - 3 pts</td> <td style="text-align: right;">3</td> </tr> <tr> <td><input type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> Yes - 3 pts	3	<input type="checkbox"/> No - 0 pts	0	Symposium Planning Committee meets monthly for the annual Symposium normally held during October. We have Co-Chair Program VPs that schedule our monthly technical presentations as listed in TE1.		
<input checked="" type="checkbox"/> Yes - 3 pts	3							
<input type="checkbox"/> No - 0 pts	0							
TE3 Did your Chapter submit a nomination for an individual for a SFPE Award or Honor (Fellow)? The individual does not necessarily have to be from the local chapter. If so, whom?	<table border="0"> <tr> <td><input type="checkbox"/> Yes - 3 pts</td> <td style="text-align: right;">0</td> </tr> <tr> <td><input checked="" type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input type="checkbox"/> Yes - 3 pts	0	<input checked="" type="checkbox"/> No - 0 pts	0	Our past President, Tina King, was awarded the 2017 Fellows but the nominations came from her employer and not from our chapter. We had a great recognition for her award at a montly meeting.		
<input type="checkbox"/> Yes - 3 pts	0							
<input checked="" type="checkbox"/> No - 0 pts	0							
TE4 Did any Chapter members serve as featured speakers (presenters) at meetings or conferences held by other SFPE Chapters or allied fire protection organizations?	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Yes - 2 pts</td> <td style="text-align: right;">2</td> </tr> <tr> <td><input type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> Yes - 2 pts	2	<input type="checkbox"/> No - 0 pts	0	Ray Bizal spoke at the Annual CFPI, Nor CAL FPOs, So CAL FPOs, the annual CAFAA Conference and CALBO. Chris Reimer spoke at CAL POLY SLO Student SFPE Chapter. Debbie Freeland spoke at the Northern Ireland Conference on Heritage Disasters in Belfast on the research done on PFE agents vs. collections.		
<input checked="" type="checkbox"/> Yes - 2 pts	2							
<input type="checkbox"/> No - 0 pts	0							
PART IV TECHNICAL EXCELLENCE Subtotal		10						

PART V EDUCATION & TRAINING (15 Pts Max)	Metrics	Commentary						
E1 Did your Chapter hold/sponsor any (minimum one day long) educational event/seminar other than a chapter meeting? Provide details of the event.	<table> <tr> <td><input type="checkbox"/> More than 1 event -5 pts</td> <td style="text-align: right;">Score 0</td> </tr> <tr> <td><input checked="" type="checkbox"/> One event-3 pts</td> <td style="text-align: right;">3</td> </tr> <tr> <td><input type="checkbox"/> No events- 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input type="checkbox"/> More than 1 event -5 pts	Score 0	<input checked="" type="checkbox"/> One event-3 pts	3	<input type="checkbox"/> No events- 0 pts	0	Please visit our website at www.sfpesocal.org to view our annual
<input type="checkbox"/> More than 1 event -5 pts	Score 0							
<input checked="" type="checkbox"/> One event-3 pts	3							
<input type="checkbox"/> No events- 0 pts	0							
E2 Did your Chapter host a face to face SFPE technical seminar?	<table> <tr> <td><input type="checkbox"/> Yes-3 pts</td> <td style="text-align: right;">0</td> </tr> <tr> <td><input checked="" type="checkbox"/> No seminars- 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input type="checkbox"/> Yes-3 pts	0	<input checked="" type="checkbox"/> No seminars- 0 pts	0			
<input type="checkbox"/> Yes-3 pts	0							
<input checked="" type="checkbox"/> No seminars- 0 pts	0							
E3 Did your Chapter promote the SFPE Annual Conference and Expo (Denver), SFPE Performance-Based (Poland), and/or Seminars?	<table> <tr> <td><input checked="" type="checkbox"/> Yes - 4 pts</td> <td style="text-align: right;">4</td> </tr> <tr> <td><input type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> Yes - 4 pts	4	<input type="checkbox"/> No - 0 pts	0	The Montreal Conference was promoted and attended by both Michel Vail and Gregg Vlahakis from our Chapter.		
<input checked="" type="checkbox"/> Yes - 4 pts	4							
<input type="checkbox"/> No - 0 pts	0							
E4 Has your Chapter promoted educational opportunities to the local fire service, authorities having jurisdiction, or other allied fire protection organizations?	<table> <tr> <td><input checked="" type="checkbox"/> Yes - 3 pts</td> <td style="text-align: right;">3</td> </tr> <tr> <td><input type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> Yes - 3 pts	3	<input type="checkbox"/> No - 0 pts	0	Our monthly chapter topics are always promoted to the Fire Services and AHJs. Also, we have a presence at both the CAFAA and SoCAL FPO organizations that are provided with our forthcoming events.		
<input checked="" type="checkbox"/> Yes - 3 pts	3							
<input type="checkbox"/> No - 0 pts	0							
PART V EDUCATION & TRAINING Subtotal		10						

PART VI ORGANIZATION (16 Pts Max)	Metrics	Commentary
O1 Does your Chapter have a chapter website, Facebook page, or other social media site and is kept up-to-date?	<input checked="" type="checkbox"/> Implemented or redesign of new website or other in place and current- 5 pts 5 <input type="checkbox"/> Maintain current chapter website or other and kept up to date- 3 pts 0 <input type="checkbox"/> Website or other exists but inactive and out of date -1 pts 0 <input type="checkbox"/> No website or other -0 pts 0	We have maintained a current chapter website. Please visit www.sfpesocal.or to view. Also, we have created and maintenance a chapter Facebook page. Furtherore, we have had a LinkedIn page but it could use a little TLC. Please visit the SFPE Southern California Chapter sites on both Facebook and LinkedIn.
O2 Does your Chapter communicate with chapter members on a regular basis? Please include information about the method and the frequency.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Chris Reimer is also in the NCN SFPE Board and shares their speakers & topics with our Board members at monthly board meeting. We also have various committees, ie. Syposium, Golf, By-Laws, where there is monthly communication between the members of each committee. We post info on our website and announce forthcoming events with a Blast to our members/mailling list.
O3 Did your Chapter provide training to Chapter officers when they took office? Please explain the method/process.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Chris Reimer attended the 2016 Denver SFPE Leadership Forum and reviews topics of interest to the new board members during our annual July Planning meeting that lasts for four hours. The By-Laws are reviewed so that everyone understands how we function and what the various job descriptions are for each Board member.
O4 Does your Chapter regularly review and revise (as warranted) it's Constitution/Bylaws? Please explain the method/process.	<input checked="" type="checkbox"/> Yes - 2 pts 2 <input type="checkbox"/> No - 0 pts 0	We have revised our past By-Laws to incorporate those that SFPE HQ has provided with the new Incorporated Chapter category. Our revised By-Laws draft will be attached. The were voted on and accepted at our Jan 2018 chapter meeting.
O5 Was your Chapter represented at the Chapter Leadership Forum held in Denver at the SFPE Annual Meeting & Expo or at SFPE Performance-Based Conference (Poland)? List the Chapter attendees.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	I believe that Gregg Vlahakis and Michele Vail attended the Montreal Conference Fourms.
PART VI ORGANIZATION Subtotal		16

PART VII OTHER CHAPTER ACTIVITIES (16 Pts Max)	Metrics	Commentary						
CA1 Was your Chapter involved in any other activities or programs not otherwise addressed in this Evaluation which align with the support of fire protection engineering (e.g. Habitat for Humanity, Fire Prevention Week, Charitable Events, eWeek, Engineers without Borders, etc.)?	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Yes - 2 pts</td> <td style="text-align: right;">Score 2</td> </tr> <tr> <td><input type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> Yes - 2 pts	Score 2	<input type="checkbox"/> No - 0 pts	0	We have an annual Charitable Golf Tournament fund raiser for the UCI Regional Burn Center. We have raised between \$5000-10,000 the past two years and donated to UCI. We also participated in the UCI Burn Center summer picnic.		
<input checked="" type="checkbox"/> Yes - 2 pts	Score 2							
<input type="checkbox"/> No - 0 pts	0							
CA2 Did your Chapter make donations to organizations or individuals that can benefit from such donations (e.g. SFPE Educational & Scientific Foundation, individual scholarship grants, etc.)? If so, how much (provide breakdown)?	<table border="0"> <tr> <td><input checked="" type="checkbox"/> More than one program donation- 5 pts</td> <td style="text-align: right;">5</td> </tr> <tr> <td><input type="checkbox"/> One program donation- 3 pts</td> <td style="text-align: right;">0</td> </tr> <tr> <td><input type="checkbox"/> No program donations- 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> More than one program donation- 5 pts	5	<input type="checkbox"/> One program donation- 3 pts	0	<input type="checkbox"/> No program donations- 0 pts	0	UCI Regional Burn Center Charity Golf Tournament donation of \$5000. Annual Scholarships to students at CAL POLY SLO FPE Masters program. Five students were chosen this past December to each receive \$2000 scholarships.
<input checked="" type="checkbox"/> More than one program donation- 5 pts	5							
<input type="checkbox"/> One program donation- 3 pts	0							
<input type="checkbox"/> No program donations- 0 pts	0							
CA3 Did your Chapter participate locally with engineering registration related to the professional licensing or certification of fire protection engineers (e.g. write test questions for professional engineering exam, host meetings or activities centered around engineering certification, etc.)?	<table border="0"> <tr> <td><input type="checkbox"/> Yes - 2 pts</td> <td style="text-align: right;">0</td> </tr> <tr> <td><input checked="" type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input type="checkbox"/> Yes - 2 pts	0	<input checked="" type="checkbox"/> No - 0 pts	0	CA does not support liscensing for FPEs.		
<input type="checkbox"/> Yes - 2 pts	0							
<input checked="" type="checkbox"/> No - 0 pts	0							
CA4 Did your Chapter participate in any regional SFPE activities (e.g. meet with other SFPE chapters if applicable in your country, have ongoing communication with other chapters locally or internationally, etc.)?	<table border="0"> <tr> <td><input checked="" type="checkbox"/> More than one demonstrated activity -5 pts</td> <td style="text-align: right;">5</td> </tr> <tr> <td><input type="checkbox"/> One demonstrated activity -3 pts</td> <td style="text-align: right;">0</td> </tr> <tr> <td><input type="checkbox"/> No activity -0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> More than one demonstrated activity -5 pts	5	<input type="checkbox"/> One demonstrated activity -3 pts	0	<input type="checkbox"/> No activity -0 pts	0	Chris Reimer serves on the NCN SFPE Board and meets monthly with both chapters and shares ideas and topics with both. Chris also communicates with Derek Duval, president of the San Diego Chapter via emails, phone calls and personal visits to discuss SFPE activities.
<input checked="" type="checkbox"/> More than one demonstrated activity -5 pts	5							
<input type="checkbox"/> One demonstrated activity -3 pts	0							
<input type="checkbox"/> No activity -0 pts	0							
CA5 Does your chapter have individuals serving on SFPE Standing Committees?	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Yes - 2 pts</td> <td style="text-align: right;">2</td> </tr> <tr> <td><input type="checkbox"/> No - 0 pts</td> <td style="text-align: right;">0</td> </tr> </table>	<input checked="" type="checkbox"/> Yes - 2 pts	2	<input type="checkbox"/> No - 0 pts	0	Ryan Rigsbee has served on the Standing Committee RTM and also on the subcommittee for SCHD. Debbie Freeland is a member of the SFPE Membership and Chapter Relations Committee and also on the Qualifations Board.		
<input checked="" type="checkbox"/> Yes - 2 pts	2							
<input type="checkbox"/> No - 0 pts	0							
PART VII OTHER CHAPTER Subtotal		14						
<i>THANK YOU for your support of SFPE and its mission!</i>								

SUMMARY

	Score	Max Possible Score	%
Part I: GENERAL	Subtotal	10	10
PART II MEMBERSHIP	Subtotal	12	15 80%
PART III PROFESSIONAL PRACTICE	Subtotal	12	15 80%
PART IV TECHNICAL EXCELLENCE	Subtotal	10	13 77%

PART V EDUCATION & TRAINING	Subtotal	10	15	67%
PART VI ORGANIZATION	Subtotal	16	16	100%
PART VII OTHER CHAPTER ACTIVITIES	Subtotal	14	16	88%
TOTALS		84	100	84%



SFPE Annual Chapter Evaluation Form (Mandatory)

Each year the Chapter will have to complete the Chapter Evaluation Form by April 28, 2017

Instructions:

- Based on Chapter activities in the 2016 calendar year.
- Select "X" or "YES" or "NO" plus a commentary for each question. The evaluations depend heavily on the commentary given, for the SFPE Chapter Excellence Awards (ACE).
- Scoring is completed by the SFPE Awards Committee and approved by the Board of Directors.
- Send the completed package which includes the following:

- Completed Chapter Evaluation Form - (mandatory)
- Copy of Current Chapter Constitution and or Bylaws - (mandatory)
- Member List to include name, address, phone, email in Word or Excel format only - (mandatory)
- Chapter Speaker Bureau Contribution (Speaker, Expertise & Bio)
- Other supplement information photographs, programs, backup information, etc.

• Please send completed evaluation packet (required by the SFPE Standing Rules), **no later than Friday, April 28, 2017** to Julie Gordon at jgordon@sfpe.org or by mail to SFPE, 9711 Washingtonian Blvd, Suite 380, Gaithersburg, MD 20878, USA.

CHAPTER NAME:

Contact person:

Email:

Telephone:

Southern California Chapter of the Society of Fire Protection Engineers
Chris Reimer, President
creimer@fpsys.com
714-936-3312

PART I GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS

Completion of Part I is worth 10 points

How many total individuals do you have in each of the following categories?

Active Members	35
Chapter Only Members	33
Guest/Friends/Students	60
Other	
Total	128

Paying members of SFPE HQ and Chapter
Paying members of chapter; not a paying member of SFPE HQ
non-paying members of SFPE HQ and Chapter

What is your overall membership renewal rate (e.g., 80%)? 100%

What is your overall recruitment rate (e.g. 10% new member growth)?

New Member since Jan 1 2016=25/44=57%

Generally, how is your membership count and retention compared to the past couple of years?

SFPE Membership	Growing	<input checked="" type="checkbox"/>
	Maintaining	<input type="checkbox"/>
	Declining	<input type="checkbox"/>
Friends of the Chapter	Growing	<input checked="" type="checkbox"/>
	Maintaining	<input type="checkbox"/>
	Declining	<input type="checkbox"/>
Retention Rate	Growing	<input checked="" type="checkbox"/>
	Maintaining	<input type="checkbox"/>
	Declining	<input type="checkbox"/>

PART I (Continued) GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS

What is your current dues rate for each of the following categories?

Active Members	<input type="text" value="\$25"/>
Recent Graduates	<input type="text" value="\$25"/>
Friends of the Chapter	<input type="text" value="\$25"/>
Other	<input type="text" value="\$25"/> <i>(e.g. AHJs, Retired, Life)</i>

What geographic area does your chapter cover?

Which of the following positions do you have on your board? What is the term length for each position?

President (Chair)	<input type="text" value="YES"/>	Term Length
Vice President (Vice Chair)	<input type="text" value="YES"/>	One Year Term, Maximum 2 consecutive years
Treasurer	<input type="text" value="YES"/>	One Year Term, Maximum 2 consecutive years
Secretary	<input type="text" value="YES"/>	One Year Term, No Maximum
Past President	<input type="text" value="YES"/>	One Year Term, Maximum 2 consecutive years
Directors	<input type="text" value="YES-Four (4) Members at Large"/>	One Year Term, Maximum 2 consecutive years
Committees/Taskforces	<input type="text" value="YES"/>	Annual Appointments

Please provide the following information about your incorporation status:

State of Incorporation:	<input type="text" value="CALIFORNIA"/>
Employer Identification Number (EIN):	<input type="text" value="95-6130009"/>
Country Specific (Non-U.S.):	<input type="text"/>

Please provide the following information about your tax status:

IRS Designation 501c3	<input type="text"/>
IRS Designation 501c6	<input type="text" value="YES"/>
Don't Know	<input type="text"/>
Not registered with the IRS	<input type="text"/>
Country Specific (Non-U.S.)	<input type="text"/>

Did your chapter file a tax return for the most recent tax year?

Yes	<input type="text" value="YES"/>
No	<input type="text"/>
Don't Know	<input type="text"/>

Please provide your URL link for the following:

Website	<input type="text" value="SFPEOCAL.ORG"/>
LinkedIn	<input type="text"/>
Facebook	<input type="text"/>
Twitter	<input type="text"/>
Other	<input type="text"/>

Is your chapter using the current SFPE logo/branding on each of these?

<input type="text" value="YES"/>	Yes
<input type="text"/>	No

PART I (Continued) GENERAL INFORMATION REGARDING MEMBERSHIP, GOVERNANCE, AND OPERATIONS

What type of support does your chapter need from SFPE?

Contact information of new SFPE members who are located in our geographic area so we can bring them into our chapter.

Notification when members in our geo area upgrade their SFPE HQ membership so we can recognize them.(M2)

Brochures, ebroschures, etc. outlining value of membership in SFPE HQ (International)

Notification when members in our geo area do not renew their SFPE HQ membership so we can implement process in M1.

Program topics and ideas

Sample templates for chapter use for the following: Board meeting minutes/Agendas, Audits of chapter financials, Scholarship criteria

Information on insurance provided by SFPE for various chapter events, such as seminars, demonstrations, golf tournament events, etc.

What documents should we need to obtain from vendors& what certificates of insurance are available from SFPE?

Are there certain types of activities that might be excluded from our liability policies? Who is paying for the SFPE Deductible if there is a claim?

Complete the Sample By-Laws so that we can implement them into our chapter. We are on a hold at this time for revisions pending the new ones.

Speaker Reference list for either topics and/or speaker names to provide presentations

PART II MEMBERSHIP (15 Pts Max)	Metrics (Self-Score)	Commentary
M1 Did your Chapter have a process and implement to contact Chapter members that do not renew membership in SFPE HQ? If so, explain?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">3 0</p>	We have used emails to remind them of their local chapter membership renewal date and also for SFPE HQ. We need Notification when Chapter HQ members do not renew SFPE membership. Otherwise, how can we implement this process? If this information was provided to us by SFPE HQ we could implement this process better.
M2 Did your Chapter participate in a Member-Get-A- Member Campaign or have its own membership campaign?	<input type="checkbox"/> Yes - 3 pts <input checked="" type="checkbox"/> No - 0 pts <p style="text-align: right;">0 0</p>	
M3 Did your Chapter give recognition to new SFPE members or members who upgraded their memberships (e.g. Professional, Fellow)?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">3 0</p>	We have recognized individuals that we happen by chance find out they were upgraded. It would be great to have SFPE HQ inform us of who has been upgraded so that this recognition could be a recruitment tool for our chapter when we invite non-members to attend a chapter meeting and be recognized.
M4 Did your Chapter recruit a new member to join the SFPE Corporate 100 Partners Program in 2016?	<input type="checkbox"/> Yes - 3 pts <input checked="" type="checkbox"/> No - 0 pts <p style="text-align: right;">0 0</p>	
M5 Did your Chapter actively encourage and promote any activities with allied professional organizations related to the field of fire protection engineering (e.g. fire service, safety engineers, AHJs, etc.)?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts <p style="text-align: right;">3 0</p>	Ray Bizal has promoted both our annual Symposium and our monthly chapter meetings to both CAFAA and So CA FPOs monthly meetings. Chris Reimer is given an opportunity at the Annual CAFAA meeting to announce our Chapter's on-going luncheon events and to promote the annual Symposium. Gregg Vlahakis has presented on special application sprinklers and systems to the Hawaii chapter of ASCET. (American Society of Certified Engineering Technicians)
	PART II MEMBERSHIP Subtotal	9

PART III PROFESSIONAL PRACTICE (15 Pts Max)	Metrics	Commentary
P1 Did your Chapter conduct any activities to help address the advancement of fire protection engineering?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts Score 3 0	Chris Reimer has spoken at the CAL POLY Student SFPE Chapter presenting Special Extinguishing Systems and Detection for Mission Critical Applications. Ray Bizal has also spoken and promoted our Symposium to CAL POLY. Our Annual Symposium provided topics and speakers to the attendees, which included AHJs, contractors, architects, MEP engineers, and FPEs.
P2 Did your Chapter work with local governmental or other organizations to help advance the recognition of the fire protection engineering (fire safety engineering) discipline?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts Score 3 0	Ray Bizal works with the CAFAA and CFPI Board of Directors to promote both our chapter's monthly events & Symposim. Ray also works with So CAL FPOs and CALBO to promote the Chapter and our annual symposium. Gregg Vlahakis has presented special application sprinklers and systems to the Hawaii chapter of ASCET. (American Society of Certified Engineering Technicians).
P3 Did your Chapter co-sponsor or participate in a meeting with another organization with interests common to SFPE? Please describe the event and indicate the name of the organization.	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts Score 3 0	Ray Bizal Participates with the CAFAA Board to promote our SFPE Chapter events including our first annual Scholarship Funding Symposium. Mark McQuaid has presented Smoke Control Workshop at CAFAA annual conference in Palm Springs. Chris Reimer has presented Fire Protection Overview to Plumbing Engineers for ASPE-Los Angeles. Debbie Freeland spoke at several NFPA Committee Meetings and conferences on Protection of Cultural Properties.
P4 Did your Chapter contact the local media regarding recognition of fire protection engineering? Please explain the topic and details surrounding the issue.	<input type="checkbox"/> Yes - 3 pts <input checked="" type="checkbox"/> No - 0 pts Score 0 0	
P5 Did a Chapter representative visit or interact with any students, educational facilities, or other organizations to help promote fire protection engineering as a career?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts Score 3 0	Chris Reimer has presented Special Extinguishing Systems and related detection to the Student SFPE Chapter at CAL POLY in San Luis Obispo. Debbie Freeland, Past Chapter Pres., regularly speaks with high school students (through College Fairs, where she represents her girls' college) and promotes fire protection engineering, and engineering, in general, for women. She has also spoken on this topic at several P.E.O. (Philanthropic Educational Organization) Chapter meetings. To generate interest for younger students, participates in Junior Achievement, and spoken to classes of students as young as 3rd grade on engineering and fire protection
PART III PROFESSIONAL PRACTICE		Subtotal 12

PART IV TECHNICAL EXCELLENCE (13 Pts Max)	Metrics	Commentary
TE1 How many technical meetings did your Chapter hold over the past 12 months? What topics were discussed?	<p style="text-align: right;">Score</p> <input checked="" type="checkbox"/> More than 6 meetings- 5 pts 5 <input type="checkbox"/> 3 to 6 meetings- 3 pts 0 <input type="checkbox"/> Less than 3 meetings -1 pts 0	<p style="text-align: center;">Jan-Board Museum Field Trip</p> <p>Jan. -Field Trip Broad Museum-LA, Feb 8-College Fire & Life Safety March-Impact Fire Ext. Agents on Museum Collections-Debbie Freeland April-Ignitable Liq. Storage in Portable Containers--FM Global-Harris Crozier, May-Hi-Rise Façade Fires-Doug Evans, June-Field Trip-Anaheim Regional Transportation Intermodal Center, Sept-Tall Building Construction-Nate Wittasek-SGH, Oct-Annual Symposium, Nov-Fixed Aerosol Extinguishing Systems-Hochiki,</p>
TE2 Did your Chapter designate an individual or committee responsible for technical Excellence (e.g. arrange technical meetings, etc.)? If so, describe what this individual or committee did to advance the presence of the local chapter in the local community.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	<p>Planning Committee formed to meeting monthly for first annual Symposium to be held in October. http://www.sfpesocal.org/event-2285295 . Board elected to have Co-Chair VPs of Programs to be responsible for each month's speaker/topic. Both Ray Bizal of NFPA and Ozzie Mercado of Simpson Gumpertz & Heger, serve as Co-VPs for our programs. Both the Symposium Committee and the VPs of Programs develop topics of interest and then speakers to be contacted.</p>
TE3 Did your Chapter submit a nomination for an individual for a SFPE Award or Honor (Fellow)? The individual does not necessarily have to be from the local chapter. If so, whom?	<input type="checkbox"/> Yes - 3 pts 0 <input checked="" type="checkbox"/> No - 0 pts 0	
TE4 Did any Chapter members serve as featured speakers (presenters) at meetings or conferences held by other SFPE Chapters or allied fire protection organizations?	<input type="checkbox"/> Yes - 2 pts 0 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> No - 0 pts 0	<p>Chris Reimer spoke at CAL Poly SLO Student SFPE Chapter. Ray Bizal spoke at the annual CFPI, Nor CAL FPOs, So CAL FPOs, CALBO, Oregon Building Officials, AK Fire Chiefs, CAFAA annual conference. Gregg Vlahakis presented to the SFPE Cascade Chapter (Seattle) and another to the SFPE Hawaii chapter on DOD protection of Airplane Hangars.</p>
PART IV TECHNICAL EXCELLENCE		Subtotal 10

PART V EDUCATION & TRAINING (15 Pts Max)	Metrics	Commentary
E1 Did your Chapter hold/sponsor any (minimum one day long) educational event/seminar other than a chapter meeting? Provide details of the event.	<input checked="" type="checkbox"/> One event-3 pts <input type="checkbox"/> No events- 0 pts Score 3 0	See our website at http://www.sfpesocal.org/event-2285295 for more Dr. Fred Mower-CAL Poly-Fire Safety of Large Wooden Structures Amanda Kimbal-FPRF-Fire Safety Challenges of Tall Wooden Buildings Dr. Shane Clary-Bay Alarm--Fire Alarm Systems and IoT Gary Dunger-OSHDP-Healthcare Facilities Construction Updates Amanda Kimbal-FPRF--Lithium-Ion Battery Current Research Nicholas Johnson-3M--Preventing LithiumIon Thermal Runaway
E2 Did your Chapter host a face to face SFPE technical seminar?	<input type="checkbox"/> Yes-3 pts <input checked="" type="checkbox"/> No seminars- 0 pts 0 0	
E3 Did your Chapter promote the SFPE Annual Conference and Expo (Denver), SFPE Performance-Based (Poland), and/or Seminars?	<input checked="" type="checkbox"/> Yes - 4 pts <input type="checkbox"/> No - 0 pts 4 0	Our Chapter promoted the Denver event and both Ray Bizal and Chris Reimer attended the Sunday afternoon Chapter Leadership Forum Workshops.
E4 Has your Chapter promoted educational opportunities to the local fire service, authorities having jurisdiction, or other allied fire protection organizations?	<input checked="" type="checkbox"/> Yes - 3 pts <input type="checkbox"/> No - 0 pts 3 0	Our monthly chapter topics are always promoted to the Fire Departments/AHJ with special effort when there is a topic that they would be interested in. Also, we have presence with both the CAFAA and SoCAL FPO organizations that are provided with our schedules, promotions, emails for special events such as our one day Symposium.
PART V EDUCATION & TRAINING Subtotal		10

PART VI ORGANIZATION (16 Pts Max)	Metrics	Commentary
O1 Does your Chapter have a chapter website, Facebook page, or other social media site and is kept up-to-date?	<input checked="" type="checkbox"/> Implemented or redesign of new website or other in place and current- 5 pts 5 <input type="checkbox"/> Maintain current chapter website or other and kept up to date- 3 pts 0 <input type="checkbox"/> Website or other exists but inactive and out of date -1 pts 0 <input type="checkbox"/> No website or other -0 pts 0	We have maintained a current chapter website and recently had a redesign. Please visit www.sfpesocal.org to view.
O2 Does your Chapter communicate with chapter members on a regular basis? Please include information about the method and the frequency.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Chris Reimer regularly connects with the San Diego Chapter President Derek Duval of tk1sc Engineers, to review speakers and topics via emails and phone. Chris is also on the Board for the NCNSFPE chapter in the Bay area and shares both chapters' needs for topics/speakers with attendance at both board meetings. Our chapter sends out email announcements more than montly.
O3 Did your Chapter provide training to Chapter officers when they took office? Please explain the method/process.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Chris Reimer attended the SFPE Philadelphia 2015 Leadership Forum and used all of the materials presented there to all new and existing board members at our Annual Planning Session in July 2016. Review also included what the roles required based upon our By-Laws and review of the Chapter Guidelines Book. Our Past President, Ryan Rigsbee, also provided hands-on training of our website to all Board Members.
O4 Does your Chapter regularly review and revise (as warranted) it's Constitution/Bylaws? Please explain the method/process.	<input checked="" type="checkbox"/> Yes - 2 pts 2 <input type="checkbox"/> No - 0 pts 0	Our By-Laws are always reviewed to enable us to conduct our meeting and other aspects of business/events. We are presently on a "Hold" pattern for any major revision/changes because we are still waiting for SFPE HQ to complete them and provide us with the updates so we can execute them. Any changes always require an acceptance by the Board, and then a 30 day period to post the proposed changes before a Membership vote occurs.
O5 Was your Chapter represented at the Chapter Leadership Forum held in Denver at the SFPE Annual Meeting & Expo or at SFPE Performance-Based Conference (Poland)? List the Chapter attendees.	<input checked="" type="checkbox"/> Yes - 3 pts 3 <input type="checkbox"/> No - 0 pts 0	Yes, both Chris Reimer and Ray Bizal attended the Denver 2016 conference.
PART VI ORGANIZATION Subtotal		16

PART VII OTHER CHAPTER ACTIVITIES (16 Pts Max)	Metrics	Commentary												
CA1 Was your Chapter involved in any other activities or programs not otherwise addressed in this Evaluation which align with the support of fire protection engineering (e.g. Habitat for Humanity, Fire Prevention Week, Charitable Events, eWeek, Engineers without Borders, etc.)?	<table border="0"> <tr> <td><input checked="" type="checkbox"/></td> <td>Yes - 2 pts</td> <td style="text-align: right;">Score</td> <td style="text-align: center;">2</td> </tr> <tr> <td><input type="checkbox"/></td> <td>No - 0 pts</td> <td></td> <td style="text-align: center;">0</td> </tr> </table>	<input checked="" type="checkbox"/>	Yes - 2 pts	Score	2	<input type="checkbox"/>	No - 0 pts		0	UCI Regional Burn Center Charity Golf Tournament which had about 90 participants. This will also result in a summer picnic with the Burn Center Team.				
<input checked="" type="checkbox"/>	Yes - 2 pts	Score	2											
<input type="checkbox"/>	No - 0 pts		0											
CA2 Did your Chapter make donations to organizations or individuals that can benefit from such donations (e.g. SFPE Educational & Scientific Foundation, individual scholarship grants, etc.)? If so, how much (provide breakdown)?	<table border="0"> <tr> <td><input type="checkbox"/></td> <td>More than one program donation- 5 pts</td> <td style="text-align: right;">Score</td> <td style="text-align: center;">0</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>One program donation- 3 pts</td> <td></td> <td style="text-align: center;">3</td> </tr> <tr> <td><input type="checkbox"/></td> <td>No program donations- 0 pts</td> <td></td> <td style="text-align: center;">0</td> </tr> </table>	<input type="checkbox"/>	More than one program donation- 5 pts	Score	0	<input checked="" type="checkbox"/>	One program donation- 3 pts		3	<input type="checkbox"/>	No program donations- 0 pts		0	Donations of \$5000 to UCI Regional Burn Center Next year, 2017, we will be providing scholarship funding from our first annual Symposium to students at CAL POLY SLO for the Masters FPE program, or other students from CA pursuing FPE educations elsewhere.
<input type="checkbox"/>	More than one program donation- 5 pts	Score	0											
<input checked="" type="checkbox"/>	One program donation- 3 pts		3											
<input type="checkbox"/>	No program donations- 0 pts		0											
CA3 Did your Chapter participate locally with engineering registration related to the professional licensing or certification of fire protection engineers (e.g. write test questions for professional engineering exam, host meetings or activities centered around engineering certification, etc.)?	<table border="0"> <tr> <td><input type="checkbox"/></td> <td>Yes - 2 pts</td> <td style="text-align: right;">Score</td> <td style="text-align: center;">0</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>No - 0 pts</td> <td></td> <td style="text-align: center;">0</td> </tr> </table>	<input type="checkbox"/>	Yes - 2 pts	Score	0	<input checked="" type="checkbox"/>	No - 0 pts		0					
<input type="checkbox"/>	Yes - 2 pts	Score	0											
<input checked="" type="checkbox"/>	No - 0 pts		0											
CA4 Did your Chapter participate in any regional SFPE activities (e.g. meet with other SFPE chapters if applicable in your country, have ongoing communication with other chapters locally or internationally, etc.)?	<table border="0"> <tr> <td><input checked="" type="checkbox"/></td> <td>More than one demonstrated activity -5 pts</td> <td style="text-align: right;">Score</td> <td style="text-align: center;">5</td> </tr> <tr> <td><input type="checkbox"/></td> <td>One demonstrated activity -3 pts</td> <td></td> <td style="text-align: center;">0</td> </tr> <tr> <td><input type="checkbox"/></td> <td>No activity -0 pts</td> <td></td> <td style="text-align: center;">0</td> </tr> </table>	<input checked="" type="checkbox"/>	More than one demonstrated activity -5 pts	Score	5	<input type="checkbox"/>	One demonstrated activity -3 pts		0	<input type="checkbox"/>	No activity -0 pts		0	Chris Reimer connects with Derek Duval , President of San Diego SFPE Chapter to discuss topics and speaker potentials. Chris Reimer also serves on the NCN SFPE Board so there is both physical contact at montly board meetings along with attending the chapter events and also telephone calls and emails with both NCN and SoCAL chapters.
<input checked="" type="checkbox"/>	More than one demonstrated activity -5 pts	Score	5											
<input type="checkbox"/>	One demonstrated activity -3 pts		0											
<input type="checkbox"/>	No activity -0 pts		0											
CA5 Does your chapter have individuals serving on SFPE Standing Committees?	<table border="0"> <tr> <td><input checked="" type="checkbox"/></td> <td>Yes - 2 pts</td> <td style="text-align: right;">Score</td> <td style="text-align: center;">2</td> </tr> <tr> <td><input type="checkbox"/></td> <td>No - 0 pts</td> <td></td> <td style="text-align: center;">0</td> </tr> </table>	<input checked="" type="checkbox"/>	Yes - 2 pts	Score	2	<input type="checkbox"/>	No - 0 pts		0	Ryan Rigsbee is on Standing Committee RTM. Also on Subcommittee for SCHD. Also participated in Chapter Reshaping Task Group. Debbie Freeland is a member of the SFPE Membership and Chapter Relations Committee and also on the Qualifications Board.				
<input checked="" type="checkbox"/>	Yes - 2 pts	Score	2											
<input type="checkbox"/>	No - 0 pts		0											
	PART VII OTHER CHAPTER Subtotal	12												
ACTIVITIES														

THANK YOU for your support of SFPE and its mission!

SUMMARY

	Score	Max Possible Score	%
Part I: GENERAL	Subtotal	10	10
PART II MEMBERSHIP	Subtotal	9	15 60%
PART III PROFESSIONAL PRACTICE	Subtotal	12	15 80%
PART IV TECHNICAL EXCELLENCE	Subtotal	10	13 77%
PART V EDUCATION & TRAINING	Subtotal	10	15 67%

PART VI ORGANIZATION	Subtotal	16	16	100%
PART VII OTHER CHAPTER ACTIVITIES	Subtotal	12	16	75%
TOTALS		79	100	79%