NFPA Email Groupings – staff & board

NFPA is a national organization that serves its members through their Mission and Vision with positive professionalism, including invested staff and active board members. Within NFPA, business communication is done on a variety of levels, each having its own communication approach:

- staff members
- staff and board members
- board members and Executive Director
- board members

The concept of moving NFPA in a continued professional direction and to more effectively serve the NFPA staff and Board of Directors, NFPA shall move to a more specialized grouped email system using separate groupings for staff, staff and board members, board members and Executive Director, and board members. This system will allow transparency of email recipients and whom the business communication is intended.

The Audit Committee consisting of Tammy Wells, Bob Ruble, Tom Rector, Bonnie McNulty, and Becky Mullins recommend that the NFPA create email addresses that clarify the business recipients.

nfpa.staff - current NFPA paid employees
nfpa.board.ED.staff - current NFPA paid employees and Board of Directors in good standing
nfpa.board.ED - current NFPA Board of Directors in good standing and Executive Director
nfpa.board - current NFPA Board of Directors in good standing

Additional groupings shall be created as the need may arise.

Administrative authority to add and remove persons from the email groupings will become the responsibility of the NFPA President, with the NFPA Audit Chair having access for recovery purpose.

These email groupings shall be monitored by the NFPA Executive Director and sent for revision as needed for accuracy. Email groupings and names of whom is on each grouping list shall appear within the Executive Director's monthly report to the Board of Directors.