

**Oregon Fire District Directors Association  
September 19, 2015**

**MINUTES**

President Kreutzer called the meeting to order at 10:05 a.m. A quorum was present:

**Present:**

Mark Kreutzer, President  
John Dunn  
Eldon Marcum  
Gary Ollerenshaw  
Spike Piersol  
Dennis Rogers  
Carol Smith  
Don Thompson\*  
Don Trotter

**Guests:**

Jeff Griffin, WHA

**Staff:**

Genoa Ingram  
Jessica Carpenter

*\*Via teleconference*

**Guest Reports**

Insurance/Risk Management – Jeff Griffin, Wilson Heirgood, provided a report on training opportunities (EXHIBIT A) and discussed new trends and discoveries in firefighter health issues. He also discussed changes in OSHA’s stance with regard to issuing citations.

OFCA Report – Written report provided by Chief Jim Aldrich, President, OFCA. (EXHIBIT B)

DPSST – Written report provided by Director Eriks Gabliks. (EXHIBIT C)

**Minutes**

The Board reviewed the minutes of the July 18, 2015, meeting.

**MOTION:** Moved by John Dunn and seconded by Dennis Rogers to approve the minutes of the July 18, 2015, Board meeting as presented. **Motion passed.**

**Financial Report**

Staff reviewed the financial reports provided in the packet materials. Without objection, the report was approved as presented.

**President’s Report**

President Kreutzer reported on his attendance at the SDAO training in Astoria and the DPSST Fallen Firefighter Memorial where he was greeted by the Governor.

**Staff Report**

LOSAP – Genoa Ingram reported that the reduction of administrative fees has been implemented effective July 2015. Those Districts that had already paid received checks for the difference; those that had not paid received a reduction in the 2015 charge. Staff also made a presentation at Adair Fire on LOSAP.

Legislative Genoa Ingram reported that the Final Report on the 2015 Legislative Session was included in the meeting packets. Additionally, Roy Palmer attended the fundraising event for Sen. Bill Hansell in Eastern Oregon.

Audit – Jessica Carpenter provided an update on proposals received for the OFDDA audit.

**MOTION:** Moved by John Dunn and Gary Ollerenshaw to accept the proposal by Antico Forbess for the OFDDA audit in an amount of \$5,500 – \$6,500. **Motion passed.**

Other Jessica Carpenter reported that, as requested, staff had researched the cost of pens for Conference, estimated at approximately \$1,000. Upon further discussion, the Board decided **by consensus** that the \$1,000 would be better spent elsewhere.

Don Trotter reminded the Board that the Directors Handbook online states that Directors should sign an Oath of Office. Don questioned if that was actually a requirement and noted that it was not his experience that any Directors engage in that practice. Staff confirmed that it is not a statutory requirement and should be removed from the Handbook.

### **Committee Reports**

BPSST – Written report submitted by David Jones (EXHIBIT D).

Bylaws & Policies Committee – Don Trotter noted that the OFDDA Bylaws stipulate that, in order to serve as Second Vice President, Board members must have served on the Board a minimum of two years.

**MOTION:** Moved by Dennis Rogers and seconded by Eldon Marcum to recommend that Article V, Section B (4) and of the OFDDA Bylaws be amended as follows:

4. Nominees for President, ~~and~~ First Vice President ~~and Second Vice President~~ shall have served as an elected member of the Board of Directors for a minimum of two (2) years. Nominees for Second Vice President shall have served as an elected member of the Board of Directors for a minimum of one (1) year.

**Motion passed.**

Governor's Fire Service Policy Council – No meetings held since last OFDDA Board meeting.

Conference Committee – Dennis Rogers provided an update. Staff reported that there were 85 registrations to date. The Riverhouse has been secured 2016 and 2018 at Riverhouse; Seaside has been secured for 2019; OFDDA is on the calendar for 2020 in Seaside but no deposit has been paid and is subject to challenge. No facility has been selected for 2017 but Ashland Hills has been recently updated its facilities. Staff was asked to update the attendee survey to include feedback on the change in Conference days.

**By consensus**, the Board agreed to secure Ashland Hills for 2017.

NAEFO – President Kreutzer reported that the Conference is scheduled for next week (September 21 and 22) in Las Vegas.

Nominations Committee – Don Trotter noted that no member of the Nominating Committee may be nominated for office. He suggested utilizing Past Presidents as members of the Nominating

Committee. He proposed that Bob Reeves be appointed to the nominating Committee, replacing Eldon Marcum, who will likely be nominated for office.

**MOTION:** Moved by Dennis Rogers and seconded by Gary Ollerenshaw to replace Eldon Marcum with Bob Reeves on the Nominating Committee. **Motion passed.**

*Fire & Life Safety* – John Dunn reported that Jeff Donahue had made a presentation on smoke alarms and fire prevention. (EXHIBIT E) The Oregon Health Authority had also made a presentation on smoking prevention.

*Property Committee* – Jessica Carpenter reported that the gutters were cleaned and repaired as per the request by the Board and the bid.

*Ambassador Committee* – Eldon Marcum reported that he had made contact with several individuals at the training sessions.

*Budget Committee* – Don Thompson reported that a phone conference had been held to review the condensed budget report to be presented at Conference. A more in-depth report will also be available at the Budget Workshop in the event attendees want additional information. The proposed budget reflects reductions to LOSAP fees and Conference registration fees. Additionally, the budget will include proposed changes to the dues structure bringing dues income from approximately \$120,000 to \$124,000.

**MOTION:** Moved by Eldon Marcum and seconded by Don Trotter to approve the proposed dues structure as outlined in the Proposed Dues Structure Document (EXHIBIT F) for referral to the membership during the 2015 Conference. **Motion passed.**

**MOTION:** Moved by Dennis Rogers and seconded by Gary Ollerenshaw to approve the proposed budget, reflecting dues income adjustment to approximately \$124,000, for referral to the membership during Conference. **Motion passed.**

*Vacant Lands* – No further activity until next legislative session.

*Past Presidents' Committee* – Don Trotter reported that the Past Presidents Committee would be pleased that the dues structure has been updated. There will also be lunch meeting of the Past Presidents Committee on Friday during Conference to review the Strategic Plan.

### **New Business**

*OFDDA Sponsorship of Fire Service Conference* Board members discussed whether a line item in the budget should be dedicated to sponsorship requests from other fire service partners. It was noted that there was a contingency fund that could be used for such expenditures. **By consensus,** it was decided that a specific line item was not needed.

### **Next Meeting**

The next meeting is scheduled for Thursday, November 5, 10:00 a.m.

### **Adjourn**

There was no further business and the meeting was adjourned at 12:49 p.m.