

**Oregon Fire District Directors Association  
January 21, 2017**

**MINUTES**

President Don Thompson called the meeting to order at 10:02 a.m. A quorum was present:

**Present:**

Dennis Rogers, Immediate Past President  
Don Thompson, President  
John Dunn  
Gary Ollerenshaw  
Eldon Marcum  
Kevin Van Dyke  
Ron Humphres  
Curtis Hoopes

**Not Present:**

Spike Piersol

**Guests:**

**Staff:**

Genoa Ingram  
Lisa Van  
Laureal Williams

**Minutes**

The Board reviewed the minutes of the October 26, 2016, Board meeting.

**MOTION:** Moved by Dennis Rogers and seconded by John Dunn to approve the minutes of the October 26, 2016, Board meeting. **Motion passed.**

**Financial Report**

Staff reviewed the financial reports provided in the packet.

**MOTION:** Moved by John Dunn and seconded by Dennis Rogers to approve the financial reports as presented. **Motion passed.**

**Guest Reports**

Steve Silva of Wilson-Heirgood Associates submitted a written report. Exhibit on file.

**President's Report**

President Thompson noted that he is looking forward to a good, uneventful year, stating that he considers OFDDA to be the voice of the fire district directors.

**Staff Report**

**LOSAP** – Staff reviewed a memo outlining a recommendation from VALIC District Vice President Michael Hart to change the initial investment fund for all future ‘starter’ accounts from the Government Money Market I Fund to the Conservative Growth Lifestyle Fund, which is likely to provide a better financial performance until such time as the funds are moved from the starter accounts. The Board discussed the ramifications of changing the starter fund account, noting that the change would apply only to those accounts initiated after notice has been provided to VALIC; contributions to existing starter accounts will not change. Once the account set-up process is complete, participating volunteers are free to move the funds based on the investment options provided under the District’s adoption agreement.

**MOTION:** Moved by John Dunn and seconded by Gary Ollerenshaw to invest all new LOSAP starter accounts into the Conservative Lifestyle Growth Fund. **Motion passed.**

*Legislative* – Genoa reviewed Senate Bill 378 regarding tax return check-off eligibility for the OVFA. Other legislation of note included:

- A reduction in the timeline for responding to a public records request and an exemption from the timeline for all-volunteer districts.
- Allowing organizations such as SDAO to dedicate a page on their website for notices of public meetings.

Kevin Van Dyke, Dennis Rogers, and Genoa Ingram attended the SDAO Legislative Day. Genoa provided a written report of the day's events (exhibit on file).

*SDAO Contract* – Genoa provided and reviewed a copy of the current contract and summarized the relationship between OFDDA and SDAO. The only significant change in the contract is that SDAO will begin charging a registration fee for its regional trainings; Genoa has asked that SDAO consider a reduced rate for OFDDA members.

*Board Outreach* – Genoa noted a presentation on urban renewal made earlier this month to the Turner Fire District

### **Committee Reports**

*BPSST* – Written report provided by Dave Jones (exhibit on file).

*Bylaws & Policies Committee* – Dennis Rogers noted that he will be working on bylaws and policies this year.

*Governor's Fire Service Policy Council* – No report at this time.

*Conference Committee* – Eldon Marcum and staff provided a recap of the 2016 conference and referred members to the evaluations and a further breakdown of the financials (exhibits on file). Staff made a recommendation to review the proposed budget based on the actuals for 2016 and revise as appropriate.

The Board reviewed the summary of evaluations, noting that they represented a high rate of satisfaction with the event. The Board discussed the format change which incorporated more Board member involvement in serving as room hosts for each presentation.

The Board reviewed the each of the registration refund requests for the conference, discussed the merits of a tiered refund schedule, and considered the hard costs associated with registrations.

**MOTION:** Kevin Van Dyke made a motion to refund the difference between the registration expense and the actual expense per registrant. The motion was not seconded and did not carry. **Motion failed.**

Ron Humphres suggested making it clear in the conference program that, because of fixed expenses, no refunds will be given for cancellations made after the cutoff date. Staff noted that a limited warning does appear in the registration materials but indicated that it could be placed

more prominently. The Board discussed developing a policy that provides more protection for the association and information to the attendee about their options for a refund or substitution.

A recommendation was made for the By-laws and Policy Committee to suggest with a policy related to on conference refunds.

With regard to the registration substitution request made by Sisters-Camp Sherman Fire District, it was the consensus of the Board to allow the substitution at no cost to the district.

**MOTION**: Moved by Gary Ollerenshaw and seconded by Ron Humphres to make provide full refunds to those districts who had requested it. **Motion passed.**

SDAO Legislative – The Legislative Committee will meet later in the coming week.

NAEFO – No report at this time.

Nominations Committee – No report at this time.

Fire & Life Safety – John Dunn provided a summary of his written report. Items of note included statistical data related to fire-related fatalities and preparation for the 2017 solar eclipse.

Property Committee – Staff reported that the new lighting fixtures were installed in the staff offices, the conference room, and the rear exterior of the building. Staff also identified the recent monitor purchase to facilitate meetings and overhead presentations. It was the consensus of the Board to mount the monitor in the southeast corner of the conference room.

Ambassador Committee – Gary Ollerenshaw reported on a recent meeting with staff, Curtis Hoopes, and Eldon Marcum regarding membership recruitment for 2017. The first focus will be on districts with lapsed membership over the past four years. Paramount will be personal outreach by current OFDDA board members and past presidents to those non-member district boards. Outreach via mail will include correspondence to the fire chief and the board president.

An additional outreach idea generated by the group included hosting sponsor tables at the OFCA and SDAO conferences. The Board also discussed the possibility of offering a discount on membership and/or conference registration fee for current members who refer non-members (for the new district and the referring district – only one registration per district).

**MOTION**: Moved by Eldon Marcum and seconded by Kevin Van Dyke to offer a 20 percent discount on an Oregon Fire Service Conference registration fee to any new district referred by current member district, limiting the discount to one registration each from the referred and referring districts. **Motion passed.**

Budget Committee – No report at this time.

Vacant Lands Committee – No report at this time.

Past Presidents Committee – No report at this time.

**Old Business**

*Conflict of Interest Forms* – Staff reviewed the forms as provided in the meeting packets, noting that insurance providers view them favorably. Further action was tabled until the April Board meeting.

*Strategic Plan Review* – Deferred to the April Board meeting.

**New Business**

*2017 Meeting Schedule* – The Board reviewed the proposed meeting schedule and approved it by consensus.

*Committee Assignments* – The Board reviewed the proposed committee assignments and made minor modifications.

**Next Meeting**

The next meeting is scheduled for Saturday, April 8, 10 a.m. at the Oregon Fire Service Center.

**Adjourn**

There was no further business and the meeting was adjourned at 1:05 p.m.