

Oregon Fire District Directors Association
March 15, 2014
MINUTES

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

Present:

Don Trotter, President
Darrell King
Dennis Rogers
Eldon Marcum
Don Thompson*
Mark Kreutzer
Roger Edwards

Absent:

Roy Palmer
Carol Smith

Guests:

Dave Penicook, Wilson-Heirgood
Fran Harris, OFDDA Past President

**via telephone*

Staff:

Genoa Ingram
Jessica Carpenter
Laureal Williams

Guest Reports

Guest Report: Dave Penicook from Wilson-Heirgood Associates provided a status update on the workshop schedule for 2014, noting those that have been provided, those that have been scheduled, and those still needed for scheduling. In reviewing the list of districts hosting workshops, Dave asked the Board to let him know if there are other districts that would like a presentation. Dave concluded by answering questions about the workshop topics and presenters.

Minutes

The Board reviewed the minutes of the January 25, 2014, meeting. With no corrections or additions noted, **the minutes were approved as presented.**

Financial Report

Jessica Carpenter reviewed the FY 2014 financial statements, noting the following highlights:

Garbage and phone expenses will continue trending under budget because of planned decreases to existing service plans.

The Communiqué publication will be moving in-house for the next quarterly issue, helping to contain the printing/ mailing expense associated with the newsletter.

Completion of the 2013 taxes is in process.

A compromise has been reached on the outstanding catering bill for the 2013 conference.

The Board discussed the financial statements, noting that the dues revenue is over budget. Staff clarified the reported newsletter expense (the amount noted on the statement includes the expense for fourth quarter 2013 only).

With no corrections or additions noted, **the report was approved as presented.**

President's Report

President Don Trotter reported that he was unable to attend the 2014 SDAO Conference because of inclement weather. In addition, Trotter indicated that he has been working with the Executive Committee on an update of the Association's strategic plan.

Staff Report

LOSAP: Laureal Williams provided an update on LOSAP, noting the following highlights:

Contributions processed YTD - \$169,703.

Forfeitures processed YTD - \$41,489.

Number of Cash Distributions processed YTD – 13.

Addition of a three-year vesting period is highly likely; legal counsel has asked that the Association hold off on any changes to the plan until completion of related discussions with PERS.

Staff has fielded inquiries about the program from Sheridan Fire District, Yachats Rural Fire Protection District, and Rogue River Fire District

Staff will be working with a representative from Vanguard Investments to determine if the organization might have a viable product for LOSAP.

Legislative: Genoa Ingram provided a summary of the written legislative review provided in the board packets. Of particular note, she reported on the 9-1-1 compromise and SB 1518 passage (related to collective bargaining). Genoa noted that SB 1520 (interior design bill) did not pass, but indicated that a similar bill is likely to appear in the 2015 session. Genoa addressed questions from the Board about clarification of SB 1518 and the plan currently being developed by the Oregon Fire Chiefs Association to assist with implementation.

Board Outreach: Genoa Ingram reported work with Alfalfa has resulted in membership. Cloverdale work—they are concerned about dues increase but is expecting to pay them after July 1. Outreach has also included Sweet Home and Silverton boards. Board asked staff to post a current member list on the Association website

Committee Reports

President Trotter noted that the Committee Reports will be a regular agenda item for future Board meetings. He asked committee chairs and members to be prepared to report on committee meetings and actions, noting that written reports submitted for inclusion on board packets are always welcome.

BPSST – Dave Jones: Written report provided in the board packet.

Bylaws and Policies – Roy Palmer/Carol Smith/Don Thompson: No report at this time. President Trotter asked that the committee review the current policy's requirement that committee membership assignments require full board approval, suggesting that it might need to be updated.

Governor's Fire Service Policy Council – Bob Reeves: Written report provided in the board packet.

Conference Committee – Darrell King. Darrell indicated that the committee will be meeting for the first time after today's board meeting. He intends to set a regular meeting schedule for the in conjunction with the existing board/executive committee meeting schedule.

Special Districts Association of Oregon Legislative Committee & Joint Fire Service Legislative Committee – Roy Palmer/Dennis Rogers. No report at this time. The next SDAO Legislative Committee meeting is scheduled for March 17.

NAEFO – Mark Kreutzer. Not much to report. A small amount of legislative activity—volunteers determined to not be employees by IRS for purposes of the affordable care act. Hoping to expand this determination to other related agencies.

Nominations Committee – Roy Palmer. Bob Reeves. No report at this time. President Trotter noted that the committee needs to identify a third member.

Oregon Life Safety Team – Mark Kreutzer. No report at this time. The next committee meeting is scheduled for March 20.

Property Committee – Bob Reeves. Staff reported that the bathroom facility in the building's basement is now in working order. In addition, with the board's approval (via email in February), a new, lower lease and service cost photocopier will be delivered to the office in the coming week.

Ambassador Committee – Eldon Marcum. No report at this time.

Budget Committee – Dennis Rogers. Dennis reported that the committee hasn't met recently, but will be working with staff later this year to develop the 2015 budget. President Trotter noted that there is no current policy on the budget committee, and asked that the committee review the previously voided Policy 127 to see if there is need for a related policy.

OFCA Fire Insurance Task Force – Roy Palmer. No report at this time

OFCA Volunteer 360 Task Force – Mark Kreutzer. Mark reported that the task force is continuing to work with PERS on issues related to volunteers. He noted that a full update will be provided by the task force at the OFCA conference in May.

Executive Committee – Don Trotter. President Trotter reported that the committee has not met formally, but has been involved in reviewing the Association's strategic plan.

Old Business

Committee Assignments: President Trotter reported that the Association has been offered an membership on the Oregon Fire Chiefs Association's Collaborative Interface Taxation Committee. Roy Palmer has offered to be OFDDA's representative on the committee.

MOTION: Moved by Dennis Rogers and seconded by Roger Edwards to approve appointment of Roy Plamer as the OFDDA representative to the OFCA's Collaborative Interface Taxation Committee. **Motion passed.**

Strategic Plan Review: The Board reviewed a current draft of the strategic plan, noting specific revisions and recommendations for enhancement.

MOTION: Moved by Mark Kreutzer and seconded by Roger Edwards to approve the strategic plan as revised. **Motion passed.**

Staff was directed to incorporate the revisions provided by the Board and forward the revised draft for final review. Once approved, the strategic plan will be posted on the Association's website.

New Business

Mark asked for update on OSFM. Staff reported that Jim Walker is acting FM; there is no timeline for making a final decision or final appointment at this time. Rick Willis asked about concerns—staff reported that there was a feeling that there was not much consideration given to the fire service in the process. Staff addressed questions from the board.

Staff noted that the contract with SDAO has been signed.

Mark Kreutzer asked staff to provide an updated (showing date/revision/void/update dates) policy summary page.

President Trotter noted that he is hoping to conduct future Executive Board meetings electronically.

Adjournment

With no further business to conduct, President Trotter adjourned the meeting at 11:26 p.m.