

Oregon Fire District Directors Association
BOARD MEETING
Oregon Fire Service Center – Salem, Oregon

April 17, 2010

President Connie Barton called the meeting to order at 10:01 a.m. A quorum was present.

Members Present:

Connie Barton, President
Mark Kreutzer, 1nd Vice President
Allen Forster, Immediate Past President,
Director Position #1
David Jones, Second Vice President,
Darrell King, Director Position #3
Roy Palmer, Director Position #5*
Kevin Van Dyke, Director Position #4
Bob Reeves, Director Position #6
**via teleconference*

Members Not Present/Excused:

Don Trotter, Director Position #2

Guests:

Eriks Gabliks, Director, DPSST

Staff:

Genoa Ingram, OFDDA

Approval of Minutes:

The Board reviewed the minutes of the January 16, 2010 meeting.

Motion: Moved by Director Kreutzer and seconded by Director Forster to accept the January 16 minutes as amended. Motion passed.

Financial Report

Genoa Ingram reviewed the financial documents, noting that this year's income is around \$10,000 more than last year, primarily from membership dues. Conversely, expenses are \$12,000 less than last year including the Communiqué (\$2,000 less), the Building Fund (\$6,000 less), and Conference expenditures (\$1,000 less). OFDDA has not yet received an invoice for insurance costs for this year. The surplus is \$23,431 more than at this time last year.

With regard to OFDDA membership, 59% of the fire districts in Oregon are members of OFDDA with 16 new members in 2010.

Motion: Moved by Director Reeves and seconded by Director King to accept the financial report as presented. Motion passed.

Guest Reports

DPSST Director Eriks Gabliks provided a report on the DPSST (EXHIBIT A), noting that Larry Goff's term would expire in June of 2011. He also provided an update on the Fallen

Public Safety Officer License Plate program as implemented by HB 2569. Director Forster noted that, due to safety concerns, his department has adopted a policy of no code 3 driving with tenders. Director Gabliks replied that such action is becoming more of the norm

Director Reeves asked if there was a need to increase certification. Director Gabliks noted that over 80% of the fire departments and fire districts in the state participate in the voluntary certification system. This is an impressive number when you consider that 80% of the Oregon fire service is comprised of volunteer firefighters. DPSST does a lot of outreach to the agencies that do not participate and offers to assist but the challenge is that these agencies are often located in remote communities and have just a handful of members, they have no career staff, and they struggle to comply with various local and state standards in addition to DPSST. In a small number of cases some firefighters cannot be certified because of their criminal history. Director Gabliks felt this was the case in less than 1% of the fire service. A number of years ago DPSST worked with the Governor's Fire Service Policy Council to create a stratification matrix which allows districts to determine what type of department they want to be. The bottom line, it is up to the individual districts to develop policies that address felony and other convictions as well as desired levels of service and participation in the DPSST fire certification system. Director Gabliks thanked the OFDDA for allowing the DPSST to use the Communiqué to get the word out on issues and programs.

President Barton emphasized that support for Director Gabliks' appointment came from the entire Board.

President's Report

President Barton reported that she and a number of Board members attended Fire Service Day reception and the SDAO Conference. She had also recently attended the Police Academy graduation at DPSST. She had not attended the Chief's Conference but First Vice President Kreutzer had attended and would attend the OVFA Conference in June.

Staff Report

Board Visitations Staff reported that there had been several Board visitations, including North Central Coast and Seal Rock. The focus of most had been LOSAP, although Seal Rock was interested in the benefits of membership in OFDDA.

LOSAP Staff reported on recent developments in LOSAP, including a meeting with Attorneys Gwen Griffin, Christy Monson, and Michael Hart of VALIC. A review of the past year's activities revealed that policies were being adhered to, with one exception: a disbursement that did not result from separation of service, death or disability, but rather a rollover to a retirement account. VALIC had addressed the issue of tax liability with the member. Additionally, VALIC did not initially accept responsibility for sending out the 1099 forms for disbursements so they had been sent late. VALIC has assured staff that 1099s will be forwarded in a timely manner in the future. Director Forster offered to continue as a LOSAP Trustee even after he is no longer on the OFDDA Board.

Meritorious Awards Ceremony The Meritorious Awards Dinner will be held May 22. Staff asked for a count of those Directors who planned to attend:

President Barton – 1
Director Kreutzer – 2
Director Jones – 2
Director Forster – 2

Director Reeves – at least 1, possibly 2
Director Palmer – will check schedule
Director Van Dyke – will not attend

OVFA Phone Line Staff approached the Board about the OVFA terminating its phone line and having calls forwarded to OFDDA's two fire service lines, for the purpose of saving OVFA funds. OVFA currently pays for the 800 Fireline number and will continue to do so, although those calls will be forwarded to the two fire service lines. It is not expected to have any impact on OFDDA or its staff.

Motion: Moved by Director Kreutzer and seconded by Director Forster to allow OVFA to use OFDDA's telephone lines at no charge. **Motion passed.**

Committee Reports

DPSST (Report provided under Guest Reports)

Insurance/Risk Management No report.

Governor's Fire Policy Council Director Reeves provided a report on the GFPC (EXHIBIT B) noting that he had attended his first meeting and his appointment would be official by the next meeting. He reported on TVF&R's air monitoring technology, implementation of the carbon monoxide alarms, and noted that the Council was looking for someone to participate in the sprinkler coalition.

Joint Conference Mark Kreutzer reported that he had met with Tay Robertson, Mark Prince and Doug Branch. The Chiefs had expressed several concerns, particularly why we have a Joint Conference. For the Chiefs, the primary reason is for the revenue it generates. Director Kreutzer had estimated that OFDDA's motivation was 60/40 in favor of training, with revenue being secondary. Director King expressed that it was important for Directors and Chiefs to have training together, enabling them to compare thoughts and share information. Director Van Dyke reported that his Board attends for the training, camaraderie and exchange of ideas.

Director Palmer noted a difference in the philosophical approach to the Conference, adding that the reason that the two conferences were originally blended together was both for the exchange of ideas and to make it more profitable. He added that there were reasons why the profit margin was smaller in 2009. Board members agreed that training and education were foremost, although the revenue aspect was also important. All agreed that they would want to assist other fire districts across the state with education opportunities, regardless of whether or not it resulted in a profit.

Director Kreutzer reported that the Chiefs had made several requests with regard to handling the Joint Conference:

- Revise the Division of Duties as previously drafted by the OFCA in 2008;
- Select two members of each Board to create a set of Policies that address the duties and assign those duties to each organization to be carried out (Directors Kreutzer and Reeves, and Chiefs Don Nohr and Doug Branch would be responsible);
- Conference staff has too much leeway and should be more closely supervised by the two organizations;
- Create a timeline for all tasks to be completed;
- Some duties might be traded off from year to year, although the OFCA asserted that that its staff is better qualified in two areas and should therefore maintain sole responsibility as follows:
 1. OFCA is best suited to work with the facilities to get the best possible price;
 2. OFCA is better equipped to select the speakers since they do more at the national level.

Director Kreutzer asked that the Board address the Chief's requests today. Director Forster asked who would decide who would be responsible for individual duties. Director Kreutzer responded that it would not be based on negotiations, i.e. trade financials for other information. President Barton asked what experience the OFCA staff had in working with and monitoring facilities as opposed to OFDDA staff. Director Reeves suggested that both organizations should share in those duties. Board members discussed recent handling of the facility negotiations.

Director Forster offered that usually OFCA brings suggested speakers for approval by the Joint Conference Committee. Staff recalled that because comments and evaluations from previous conferences have reflected a weakness in speakers and programs relevant to Directors, both OFCA and OFDDA had worked together in recent years. Staff suggested that the problem was with the inability of people to work together. Directors Reeves and Palmer expressed confidence in OFDDA's abilities to handle finances and other responsibilities. Director Kreutzer suggested that the association that does not have primary responsibilities for a particular task should have oversight and review capabilities.

The final suggestions from OFCA were as follows:

- All budgets should be dated;
- Joint Conference books should be audited by next year's co-chairs and an independent individual;
- At least one co-chair should be present at each meeting.

Director Kreutzer reviewed a draft copy of the proposed 2010 Joint Conference schedule, noting that the Conference would end at noon on Saturday except for the toolboxes. He also reported that there was less profit due to excess food at the Carnival Night and a loophole in the contract that staff had missed which allowed gratuity to be assessed for all services. Director Kreutzer asked staff to verify that gratuity was reflected in the budget numbers for the 2011 Conference.

The price of the Conference registration had been increased by \$10 (for both Conference and Joint Conference respectively) for a total of \$304.00 beginning in 2011. Because vendor income had netted only \$27.00 per vendor in 2010, vendor registration will be increased as well. Director Kreutzer concluded his report, adding that he enjoyed working with the Chiefs.

Oregon Life Safety Committee Director King reported that he had added the Committee meeting earlier in the week. He named some of the more active Subcommittees including Home Fire Safety, Beach Safety, Community Action, and Smoke Alarms, and provided an overview of the key issues for each.

NAEFO Director Kreutzer reported that NAEFO had been very labor intensive: membership is growing and the next meeting will be in Lake Tahoe, April 24, at the Fire Directors Association of California. During the last week in April, he will be in Washington, D.C. for the CFSI dinner and will be on the Hill. He is also working with other NAEFO directors to promote the Association across the nation. He will submit an article for the Communiqué and encouraged OFDDA to be a sponsor.

Motion: Moved by Director Jones and seconded by Director Reeves to pay airfare for attendance at the Meeting in Tahoe. **Motion passed.**

Staff offered to sponsor the airfare to Washington, D.C.

Task Force on Firefighter Deaths No report.

Old Business

Bylaws Update President Barton announced that the discussion regarding the Bylaws would be deferred until Director Trotter could be present. Directors Jones and Van Dyke will review the proposed amendments.

SDAO Exhibitor Space as Joint Conference The Board discussed providing exhibitor space to SDAO at Joint Conference as provided by the agreement between OFDDA and SDAO. Since space will be available on a first come, first served basis, Board members agreed to pay SDAO's space immediately.

Motion: Moved by Director Kreutzer and seconded by Director King to approve the following expenditures en bloc:

1. Approve \$300 for SDAO's exhibitor space at the 2009 Joint Conference.

2. Approve \$400 for SDAO's exhibitor space at the 2010 Joint Conference
3. Approve \$500 for the Fallen Public Safety Officer license plate.

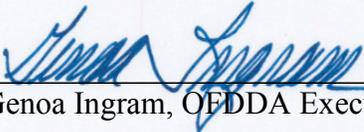
Motion passed.

Next Meeting

The Board agreed to meet on Saturday, June 19 in either Salem or Roseburg, depending on Director Palmer's travel schedule.

Adjourn

There was no further business and the meeting was adjourned at 12:50 p.m.



Genoa Ingram, OFDDA Executive Director

Department of Public Safety Standards and Training
Update for Oregon Fire District Directors Association – April 17, 2010
Prepared by Director Eriks Gabliks

2009 Output Numbers for DPSST Fire Program

The Fire Training and Fire Certification Sections have compiled their 2009 output measures and the numbers are very impressive. The Fire Training Section reached 11,151 students who attended more than 900 classes which were offered at the Oregon Public Safety in Academy and through regional training sessions offered across the state. The Fire Certification Section issued 4,232 certifications to career and volunteer fire service professionals who met training and certification standards established by BPSST.

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Fire Training	5,631	3,436	4,034	8,380	11,151
Fire Certification	3,654	3,694	4,809	4,760	4,232

Fire Task Force Update

- Firefighter (NFPA 1001) Completed
- Haz-Mat (NFPA 472) Completed
- Driver-Apparatus Operator (NFPA 1002) In Progress – To FPC
- Fire Officer (NFPA 1021) In Progress – To BPSST
- Interface Firefighter (NWCG) In Progress – To BPSST
- Incident Management Team (NWCG/DHS) In Progress – Awaiting Guidance
- Rescue Technician (NFPA 1006) Task Force - Spring 2010
- Airport Firefighter (NFPA 1003) Task Force – Summer 2010
- Public Education Specialist (NFPA 1035) Task Force – Fall 2010
- Juvenile Fire Setter Intervention Specialist (NFPA 1035) Task Force – Fall 2010
- Maritime Fire Service Operator (Oregon Standard) Task Force – Fall 2010
- Fireground Leader (Oregon Standard) Task Force – Spring 2010

If you are interested on being on a task force – please contact Julie Olsen-Fink at DPSST (503) 378-2297

Fire Policy Committee Members

Jim Whelan – Chair	Oregon Volunteer Firefighters Association *
Kelly Bach – Vice Chair	Oregon State Fire Fighters Council *
Larry Goff	Oregon Fire District Directors Association *
John Klum	Portland Fire & Rescue *
Bill Lafferty	Oregon Department of Forestry
Johnny Mack	Community College Fire Science Programs
Mark Prince	Oregon Fire Chiefs Association *
Joe Siebert	Non-management fire service representative
Randy Simpson	Office of State Fire Marshal *
Rod Smith	Oregon Fire Instructors Association
Michelle Stevens	Oregon Fire Marshals Association

**Indicates member also serves on Board on Public Safety Standards and Training*

Memo

To: OFDDA Board

From: Bob Reeves

Date: April 16, 2010

Subject: GFSPC

The Governor's Fire Service Policy Council met on January 26, 2010. This was my first meeting representing OFDDA. The official appointment was effective March 1, 2010

Jeff Miller, TVF&R gave an update on the Air Monitoring Structure Fires study. A summary is attached.

The advisory panel for the study included representatives of OR OSHA, DEQ, a DHS toxicologist, and medical director.

Miller and the advisory panel recommend continued monitoring for all the chemicals found at fires during study.

The ultimate goal of this study is to use this practice for the safety of firefighters. A final recommendation from the task force should be available at the next quarterly GFSPC meeting.

SFMO gave an update on changes to the fireworks law. We should have more at our next meeting.

We received an update on the Carbon Monoxide program. They are looking to put in a temporary rule by July.

Oregon Sprinkler Task force supports the current goal and activities of the statewide Oregon Sprinkler Coalition.

After a long discussion regarding the Mission Statement it was decided to get the history and get an understanding of why these objective and goal were established.

It was a very interesting meeting and see that I have a lot to learn. If the board has any questions I will try and answer them.

Bob