

Oregon Fire District Directors Association
BOARD MEETING
OFDDA Conference Room, Salem, Oregon

June 19, 2010

President Connie Barton called the meeting to order at 9:58 a.m. A quorum was present.

Members Present:

Connie Barton, President
Mark Kreutzer, 1nd Vice President
David Jones, Second Vice President
Allen Forster, Immediate Past President,
Director Position #1
Don Trotter, Director Position #2
Darrell King, Director Position #3
Kevin Van Dyke, Director Position #4
Roy Palmer, Director Position #5
Bob Reeves, Director Position #6

Members Not Present/Excused:

N/A

Staff:

Genoa Ingram, OFDDA
Mary Tucker, OFDDA

Guests:

Kevin Pardy, WHA

President's Report

President Barton reported she had attended the local 911 meeting. She noted that Special Districts was assisting Hauser Fire with its recent problems and the Department will pay \$2,000 in OSHA fines. One Board member had resigned.

Approval of Minutes:

The Board reviewed the minutes of the April 17, 2009 meeting.

Moved by Director Forster and seconded by Director Reeves to approve the minutes of the April 17, 2010 meeting as presented. Motion passed.

Financial Report

Mary Tucker reviewed the financial reports for the association, noting that the Association is on track for where it should be this time of the year.

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

Guest Reports

Kevin Pardy, WHA reported on recent training events and provided a copy of the upcoming training schedule. So far, 120 individuals have attended trainings. Cancer presumption legislation has not yet had a major impact on insurance programs since claims have not yet begun to come in.

Staff Report

Server Issues Staff reported that the server had been down for three days but because there are two hard drives, no information had been lost.

OVFA Conference The OVFA Conference is scheduled for next week and Board members are invited to attend. Copies of the Schedule of Events were disseminated and staff reminded Board members that the fire service center would be closed Wednesday through Friday; however, all staff would be available via cell phone.

Board Visitations Board visitations continue: Staff visited Mist-Birkenfeld where 3-4 Boards were represented, but was unable to attend the Klamath Falls training event. The Board was reminded that Colton Fire had requested training for Board members.

LOSAP Boards continue to seek information regarding LOSAP and an informational meeting is scheduled with Jackson County 3 during the OVFA Conference.

Ethics Complaint Staff reported on recent discussions by the Ethics Commission staff regarding a complaint received against a fire chief for activity that was approved by Board policy. Should the Commission staff choose to pursue the complaint, OFDDA, the League of Oregon Cities, SDAO and others will testify in support of honoring the adopted policy and giving local government bodies discretion to set and enforce their own policies.

Board Retreat The Board Retreat is scheduled for September 24-25. Staff is sensitive to costs and requested permission to move forward with plans, but with an abbreviated budget. Josh Williams of Depoe Bay Fire and others have offered to host the Saturday Board meeting. The Board gave staff the authority to move forward with negotiations, with the understanding that this would be a more conservative event due to the economy. Further, since the Strategic Plan is due to be updated in 2012, the Board decided not to update the plan this year in favor of revising policies to conform with anticipated changes to the Bylaws.

Strategic Plan Update Staff provided an update on Strategic Plan objectives, including the results of the Member Survey taken during the 2009 Joint Conference. Results of the survey were distributed as well as an Executive Summary. (EXHIBIT A) Staff noted that a large part of the membership needs focused on member outreach. Since volunteer departments are often unstaffed during the day, staff suggested door hangers embossed with OFDDA's logo and contact information with OFDDA resource materials included inside. Board members discussed staff and Board member attendance at fire district Board meetings. President Barton noted that sometimes Boards are reluctant to include anyone from the "outside" due to concerns that they may not be in compliance with regulatory issues.

Committee Reports

- DPSST – Written report submitted by Director Gabliks. (EXHIBIT B).
- Insurance Program/Risk Management – Report submitted earlier on the agenda.
- Governor’s Fire Service Policy Council – Director Reeves provided the report. (EXHIBIT C)
- Joint Conference Director Kreutzer provided the report, noting that he had attended a recent meeting with OFDDA/OFCA staff and Chief Branch to re-examine the division of duties. The agenda was set and all speakers confirmed. Director Forster suggested formalizing the division of duties in policy in order to provide clarity for future conferences.
- NAEFO Director Kreutzer reported that he had gone to Washington D.C. on behalf of NAEFO to lobby Congressional delegates on fire service issues. The 2010 Conference is scheduled for September 21 and 22 at the Orleans in Las Vegas. The meeting will be held across the street at the Clark County Fire District Training Center. The next NAEFO Board meeting is scheduled for July 24th in Lake Oswego. NAEFO’s office contact information is as follows:

National Association of Elected Fire Officials
300 Oswego Pointe Drive, Suite 220
Lake Oswego, OR 97034
Office: 503.607.0194
Toll Free: 877.479.6629

Motion: Moved by Director Reeves and seconded by Director Jones to reimburse Mark Kreutzer the amount of \$366 for travelling to Washington, D.C. on behalf of the fire service. Motion passed.

- Oregon Life Safety Committee Director King reported on work by the Committee on beach safety and earthquake awareness, adding that one of the most interesting presentations was by the senior nurse from Emanuel Burn Center. Director Palmer suggested that OFDDA take advantage of the Communiqué or other venue to get the word out on hot topics/key issues, perhaps a regular “Did You Know?” feature.
- Governor’s Fire Policy Council Director Reeves provided a written report. (EXHIBIT B)

Old Business

- Bylaw Amendments: Director Trotter reviewed proposed Bylaw changes that had been previously forwarded to the Board members.

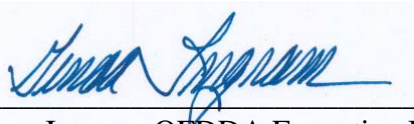
Motion: Moved by Director Reeves and seconded by Director Forster to place the proposed changes to the general membership in November, with minimal changes as suggested by Director Trotter and legal counsel. Motion passed.

New Business

- President Barton noted that the contract for Court Street Consulting was up in November and suggested the Board develop a plan for evaluating staff. Director King suggested including a self evaluation process. Director Van Dyke made the observation that the Strategic Plan had previously been the measure of success. The Board agreed that the Executive Committee would undertake a formal review process prior to November.
- Director Forster encouraged the Board to repair the joints in the parking area. He offered to contact Salem Seal Coating to obtain a bid on repairing the cracks. **By consensus**, the Board agreed to move forward with repairs.
- Board members discussed next year's Conference and suggested that segments be offered for new directors, volunteer retention, and budget issues. There was discussion regarding how departments are less able to meet the expectations of tax payers.

Adjourn

There was no additional business and the meeting was adjourned at 12:32 p.m.



Genoa Ingram, OFDDA Executive Director

**OFDDA Member Survey
Executive Summary**

1. What would you describe as the top five critical issues facing Oregon fire districts for which OFDDA can provide support and assistance?

- A. Volunteer Issues
 - i. Attraction and Retention
 - ii. Training
 - iii. Government Regulations/IRS/Contract vs. Volunteer/Unions
- B. Funding (including 911/EMS/training/equipment/capital improvements)
- C. Legislation/Legal Issues
- D. Tax Issues (primarily related to volunteers)
- E. Grants
(Other issues were urban renewal, injuries, ethics, Medicare/Medicaid)

2. Select one or two of the highest priority issues and describe how failure to address these issues might affect your District.

- A. Recruitment and Retention }
- B. Funding }
- C. Tax Issues }
- D. Urban Renewal } All directly impact level of service/ability to
respond
- E. Ethics }
- F. Medicare/Medicaid }

3. How can OFDDA best assist you in addressing these issues?

- A. Legislative Issues
 - i. Lobby to hold public safety harmless
 - ii. Lobby for legislative support of fire service
- B. Training
 - i. More regional and online training opportunities
 - ii. Distribute podcasts of Conference presentations
 - iii. More training on collective bargaining
- C. Grants
 - i. Distribute information regarding available grants
 - ii. Technical assistance and training in grant writing
- D. Funding
 - i. No unfunded mandates

4. Please rate the following services currently provided by OFDDA in order of importance to your district (1=Important; 5=Not Important)
 - A. Legislative Advocacy – 68% Very Important
 - B. Conference – 61% Very Important
 - C. Red Book – 57% Very Important
 - D. Communiqué – 51% Very Important
 - E. Toll Free Staff Assistance – 51% Very Important
 - F. Website – 51% Very Important
 - G. Attendance at Board Meetings – 42% Very Important (Some were not aware of this service)

5. What services would you like to see OFDDA provide that are not currently being addressed?
 - A. Technical Assistance on legal and legislative Issues
 - B. More lobbying to hold public safety exempt/harmless from tax devaluation programs
 - C. More Board member outreach
 - D. Training in keeping with District needs and services
 - E. Less repetitious Conference
 - F. Better access to training, including online and telecast
 - G. Grant Assistance

**Department of Public Safety Standards and Training
Update for Oregon Fire District Association**

Prepared by Director Eriks Gabliks
June 18, 2010

DPSST Budget Update

DPSST is not affected by the allocation reductions recently announced by Governor Kulongoski. The reductions being made are to state agencies that receive general fund revenues. DPSST is considered an "other funds" agency that relies primarily on the Criminal Fines and Assessments Account (CFAA) and the Fire Insurance Premium Tax (FIPT) for its funding. We are still working on our 2011-2013 budget and will keep you posted as we have information to release.

Board on Public Safety Standards and Training Member Changes

Jim Whelan, the Fire Chief of the Stanfield Fire District who has served as the Oregon Volunteer Firefighters Association (OVFA) and Kelly Bach of TVF&R who has served as the Oregon State Fire Firefighters Council (OSFFC), on the Board on Public Safety Standards and Training (BPSST) for two terms (six years) and are termed-out. Scott Stanton the Assistant Chief of the Hermiston Fire District will be the new representative for OVFA and Joe Seibert of the Eugene Fire Department will become the new representative for OSFFC. Both were approved by the Governor and confirmed by the Senate and will take their seats on the Board on July 1, 2010. We extend our thanks and appreciation to Jim and Kelly for a job well done!

Incident Management Team Training Grant

DPSST is in the final phase of completing a grant with Oregon Emergency Management for the delivery of all of the All-Hazard/All-Risk Incident Management Team Position Specific classes. Two series of classes will be offered, one in the metro area and the other at the Oregon Public Safety Academy in Salem. The classes will be offered free of charge and lodging and meals will be offered for the classes being held at the Academy. These classes will allow agencies interested in developing All-Hazard Incident Management Teams to receive quality training close to home. More information will be provided as the grant details are finalized.

Fire Certification Maintenance

It's time again for the fire service certification maintenance. DPSST Fire Certification staff sent out more than 250 fire certification maintenance packets to fire departments and fire districts across the state. The Goshen Fire District was the first to complete its certification maintenance paperwork. DPSST staff is working with fire agencies across the state to update their certification records and complete the necessary paperwork.

Fire Policy Committee Activities

The Fire Policy Committee of the Board on Public Safety Standards and Training (BPSST) met on May 21, 2010. The committee took the following actions during its quarterly meeting:

- 1) Public Comment Received - Staff Recommendation OAR 259-009-0005 and OAR 259-009-0062, NFPA Fire Apparatus Driver/Operator Reviewed and Approve Adoption of Proposed Rules
- 2) Revocation/Denial Case Review - Adam C. Bailey DPSST #4533 Review and Approve – Committee voted NOT TO REVOKE
- 3) Revocation/Denial Case Review for Scott E. Henderson DPSST #26407 Review and Approve– Committee voted to Deny certification for Maximum Time Period – 7 Years

DPSST Task Force Update

The Fire Certification Section of the Department of Public Safety Standards and Training (DPSST) reviews and updates certification and training standards on an on-going basis. DPSST uses fire service professionals from across the state to assist in this process. DPSST has two task forces which are getting ready to begin their work. The first, will review NFPA 1006 Standard for Standard for Technical Rescuer Professional Qualifications, 2008 Edition. (The title has changed from "Rescue" to "Rescuer"). The task force will evaluate the new NFPA standard and make recommendations regarding necessary changes to the Fire Policy Committee. The second is a task force for Fire Ground Leader (FGL). This is an Oregon specific standard. This task force will review the currently standard and make recommendations to the Fire Policy Committee regarding the course requirements for certification. Additional information will be provided as the task forces work through their respective projects.

DPSST Hosts MFRI Fire Officer I Train-the-Trainer

DPSST hosted the NFPA Fire Officer I Train-the-Trainer class from the Maryland Fire and Rescue Institute from June 7 through 18, 2010. This class had more than a dozen fire instructors from Oregon and Washington and meets NFPA 1021. The class was offered free of charge and was held at the Oregon Public Safety Academy in Salem, Oregon. This is a turnkey program and each student that completes the course was given all the materials needed to effectively deliver the program within the State of Oregon.

DPSST Offers AFG Grant Workshops

In 2009, more than 2,700 grants were given to our nation's fire service by the Federal Emergency Management Agency (FEMA). The primary goal of the Assistance to Firefighters Grants (AFG) is to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations. Since 2001, AFG has helped firefighters and other first responders to obtain critically needed equipment, protective gear, emergency vehicles, training, and other resources needed to protect the public and emergency personnel from fire and related hazards. Oregon fire departments and fire protection districts have done very well in applying for these grants.

During the month of May and June, DPSST staff offered more than 40 grant writing workshops around the state at fire departments and fire districts free of charge. If you have any questions about federal fire act grants please contact Eriks Gabliks at (503)-378-2332 or email eriks.gabliks@state.or.us

Funds Raised to Create License Plate to Honor the Fallen



Through the use of Facebook over \$30,000 has been raised in six weeks. This which will enable the license plates which honor our fallen firefighters and law enforcement officers to become a reality. Details are still in the works but our staff and the Fallen Law Enforcement Memorial Committee are working with DMV to tie-up loose ends. Once the program is started the fire service will be asked for representatives to help evaluate requests for travel assistance for families of survivors wanting to attend the national ceremony in Emmitsburg, MD when their loved ones name is added to the memorial. We know that many of your members are interested in purchasing these license plates so as soon as they are available for release we will let you know.

Memo

To: OFDDA Board

From: Bob Reeves

Date: June 18, 2010

Subject: GFSPC

The Governor's Fire Service Policy Council met on April 20, 2010 at the SFMO.

Attached are the minutes of a meeting with past chair Jeff Johnson discussing the inception of the GFSPC charter. Chief Johnson explained the purpose of the council at the time it was created.

Jeff Miller of TVF&R gave his presentation on structural fire air monitoring and described how input was gathered for the advisory panel. Common chemicals that were found will be in the final report.

Similar studies are being done by Underwriters Laboratories and the University of Cincinnati Medical Center. Miller has been in contact with UL and asked if the council was interested in future studies on human health impacts. The UL found high levels of arsenic in furniture during their study.

SFM Simpson expressed an interest in moving forward with this study. More on this after our July meeting

John Caul reported the OSFM Rule Writing Committee for the carbon monoxide program completed the draft rule and it will be implemented as a temporary rule for six months effective July 1st. The final rule writing will be in December.

Eric McMullen gave an update on the Oregon Sprinkler Coalition and the Residential Sprinkler Task Force. The charter for the Task Force will be rescinded because the same people are on both committees. This request came from the SFO.

In other business we reviewed the changes in the charter from the last meeting.